

Board of Education Regular Meeting

April 13, 2021 6:00 PM

City Hall Council Chambers

I. CALL TO ORDER Procedural Item	Chair Butch Campbell
A. Pledge of Allegiance Procedural Item	
B. Moment of Silence Procedural Item	
II. APPROVAL OF AGENDA Action Item	Chair Butch Campbell
III. COMMUNICATIONS Information Item	Mrs. Lisa Trail
A. Spotlight on Education-RTI2-B Recognition Information Item	
IV. CONSENT ITEMS Consent Agenda	Chair Butch Campbell
A. Approval of Board Minutes Consent Item	
i. Approval of 3-9-21 Board Minutes Consent Item	
ii. Approval of 3-23-21 Board Minutes Consent Item	
B. Minor Change to Board Policy Consent Item	
i. Approval of Board Policy 5.401 Acquired Immune Deficiency Syndrome (HIV/AIDS) Consent Item	
ii. Approval of Board Policy 6.307 Drug-Free School Consent Item	
iii. Approval of Board Policy 6.310 Dress Code Consent Item	
iv. Approval of Board Policy 6.312 Use of Personal Communication Devices in School Consent Item	
v. Approval of Board Policy 6.316 Suspension/Expulsion/Remand Consent Item	
vi. Approval of Board Policy 6.402 Physical Examinations and Immunizations Consent Item	
C. Second Reading of Board Policies Consent Item	
i. Approval of Board Policy 4.700 Testing Programs on Second Reading Action Item	
ii. Approval of Board Policy 5.500 Discrimination/Harassment of Employees (Sexual, Racial, Ethnic, Religious) on Second Reading Action Item	
V. ACTION ITEMS Action Item	Chair Butch Campbell
A. Approval of Board Policy 6.201 Compulsory Attendance Ages on First Reading Action Item	Dr. Trey Duke

B. Approval of Board Policy 6.202 Home Schools on First Reading Action Item	Dr. Trey Duke
C. Approval of Board Policy 6.308 Bus Safety and Conduct on First Reading Action Item	Dr. Trey Duke
D. Approval of Board Policy 6.311 Care of School Property on First Reading Action Item	Dr. Trey Duke
E. Approval of Surety Bond for New Finance Director Kim Williams Action Item	Dr. Trey Duke
F. Approval of Formal Bid on Discovery School Track Action Item	Dr. Trey Duke
G. Approval/Discussion of Board Policy 2.703 Audits Action Item	Dr. Trey Duke
H. Approval of Budget Amendments/Transfers Action Item	Ms. Kim Williams
VI. REPORTS AND INFORMATION Information Item	Chair Butch Campbell
A. Director's Update Information Item	Dr. Trey Duke
VII. OTHER BUSINESS Information Item	Chair Butch Campbell
VIII. ADJOURNMENT Action Item	Chair Butch Campbell

MINUTES

Board of Education Regular Meeting

March 9, 2021 6:00 PM

City Hall Council Chambers

<p>I. CALL TO ORDER 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: Director Trey Duke, Ralph Ringstaff, Lisa Trail, Greg Lyles, Kim Williams, Joe Marlin, Sheri Arnette, Angela Fairchild, Sara Walker, Beth Prater, Darla Sampson, Amy Wyatt, LaToya Beard, Heather Anderson, Taylor Richardson, Robin Newell, Kristina Maddux, Autumn DePriest, and Sandy Scheele.</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 our new Director of Schools, Mr. Trey Duke</p>	
<p>B. Moment of Silence Procedural Item</p>	
<p>II. APPROVAL OF AGENDA Action Item Motion to approve the agenda. This motion, made by Ms. Amanda Moore and seconded by Mr. Wesley Ballard, passed. (7-0)</p>	Chair Butch Campbell
<p>III. COMMUNICATIONS Information Item Bradley Elementary School is excited to have Virtual Math and Literacy Night on Tuesday, March 23.</p> <p>Cason Lane Academy has officially applied for STEM Designation with TSIN and would like to invite Board members to participate and provide students with feedback during the virtual STEAM Walk on March 25. Invitations to the STEAM Walk will be sent soon.</p> <p>Scales Elementary will soon be zooming with Mr. Ryan Hreljac, the founder of Ryan's Well. The students studied about Mr. Hreljac in their EL curriculum. When he was a first grader over 30 years ago, he studied about places have limited access to water and dreamed of raising money to buy a well for a community in Africa. After raising money for one well, he started a foundation and now runs this full time. This ties perfectly with our EL module guiding questions. Our module guiding questions are: 1. Why are the world's freshwater sources threatened? 2. How do people persuade others to take action to contribute to a better world? We will get to zoom him in a location working on a well. At the end of our module, students are going to create a PSA for conserving water!</p> <p>Black Fox Elementary is hosting a Virtual Literacy Night on Tuesday, March 9, and participating in MTSU's Virtual Math Night on Tuesday, March 18.</p> <p>The MCS Voluntary PreK applications are available now online and at the school offices. Applications will be accepted and screenings will be held at Murfreesboro City Schools Central Office on March 22, 23, 24 and 26 from 8 a.m. - 4 p.m. and March 25 from 8 a.m. - 6 p.m.</p>	Mrs. Lisa Trail

<p>Screenings will also be held at the Head Start Office - 412 E. Vine Street on April 12, 13, 14 and 16 from 8 a.m. - 4 p.m. and April 15 from 8 a.m. - 6 p.m</p> <p>We want to take this opportunity to thank Mr. Jack Hydrick with Barfield Medical Clinic for his leadership in our COVID Vaccine distribution. Together with the leadership of Darla Sampson, Sarah Walker and the entire Coordinated School Health and Nursing team, MCS vaccinated 827 people on Friday, Feb 26. Mr. Campbell and Ms. Barton also thanked everyone for the wonderful job they did in organizing the vaccinations and getting everyone through very smoothly.</p> <p>The week of March 7-13 marks the celebration of National School Social Work Week. Our Social Workers are vital to the whole child approach for MCS.</p> <p>The 2021-22 Choice School Applications are now open for parents. Choice schools include Hobgood, Bradley, and Mitchell-Neilson. Additionally, Discovery School mailed letters of acceptance last Friday for the 2021-22 school year.</p> <p>Congratulations to the Gifted Graduates for 2021. Graduates include: Allison Hooper, Bethaney McClatchey, Rachel Chiaravalle, Ginny Urban, Deja Moffett, Evelyn Reed, Kristy Timberlake, Amy Walker, Kim Snow, Kelly Holman, Amy Ritter, Krista Murphree, Brandy Cheatham, Michelle Paty, Kim Neal, Judi Hinds, Alicia Johnson, Shannon Pennington, Erica Calhoun, Ashlee Walker, Elizabeth Truesdell, Nancy Kelley, Kristi LeMay, Anita Spann, Kasey Taylor, Courtney Shope, Catherine Gordon, Mareen Pfeiffer-Hoens, Breana McClain, Jennifer Stanley, Suzanne Clayton, Lindsay Cole, Katie Vehr, Chelsea Burnette, and Whitney O'Leary.</p> <p>The Gifted Academy, sponsored by The Jennings and Rebecca Jones Foundation, in collaboration with MTSU, aims to expand Murfreesboro City Schools Gifted Education program by equipping teachers with tools to identify and engage gifted students.</p> <p>The City Schools Art Show is now at the City Hall Rotunda. The show will remain up from now until the beginning of May. We will be having an art show preview on CityTV and Facebook in April.</p> <p>March 22 is our next transition period for students to choose traditional or virtual classes. This is the last transition open period for the school year. Parents should let principals and the teachers know this week if they intention for the last quarter this week.</p> <p>Congratulations to Amanda Moore on being selected as part of the 2021 School Board Partners fellow cohort. Ms. Moore joins 42 additional board members from across the nation in this competitive two-year fellowship.</p> <p>Discovery School's Virtual Run is happening now. You can walk, run or skip to help raise money for the new Discovery School Track. Visit Discovery School's website for more details.</p>	
<p>A. Introduction of Finance Director-Kim Williams Information Item</p>	<p>Mr. Trey Duke</p>
<p>B. Recognition of School Social Workers-National School Social Workers Week is March 7-13 Information Item</p>	<p>Mr. Joe Marlin</p>
<p>IV. CONSENT ITEMS Consent Agenda Motion to approve consent agenda.. This motion, made by Mr. David Settles and seconded by</p>	<p>Chair Butch Campbell</p>

Jimmy Richardson III, passed. (7-0)	
A. Approval of 2-23-21 Board Minutes Consent Item	
B. Minor Change to Board Policy Consent Item	
i. Approval of Board Policy 5.400 Personnel Health Examinations/ Communicable Disease Consent Item	
ii. Approval of Board Policy 5.601 Conflict of Interest Consent Item	
iii. Approval of Board Policy 5.801 Director of Schools Recruitment and Selection Consent Item	
iv. Approval of Board Policy 5.803 Evaluation of Director of Schools Consent Item	
C. Approval of School Fees Consent Item	
V. ACTION ITEMS Action Item	Chair Butch Campbell
A. Approval of Board Policy 4.700 Testing Programs on First Reading Action Item Motion to approve Board Policy 4.700 Testing Programs on first reading.. This motion, made by Ms. Roseann Barton and seconded by Mr. David Settles, passed. (7-0)	Mr. Trey Duke
B. Approval of Board Policy 5.500 Discrimination/Harassment of Employees (Sexual, Racial, Ethnic, Religious) on First Reading Action Item Motion to approve 5.500 Discrimination/Harassment of Employees on first reading.. This motion, made by Jimmy Richardson III and seconded by Ms. Amanda Moore, passed. (7-0)	Ms. Elizabeth Taylor
C. Approval of Budget Amendments/Transfers Action Item Motion to approve the budget amendments/transfers. This motion, made by Mr. David Settles and seconded by Jimmy Richardson III, passed. (7-0)	Ms. Kim Williams
VI. REPORTS AND INFORMATION Information Item	Chair Butch Campbell
A. Update on Summer School Plan Information Item	Ms. Sheri Arnette
B. Update on Substitute Teachers Information Item	Mr. Ralph Ringstaff
C. Update on ESSER 2.0 Information Item	Mr. Trey Duke
VII. OTHER BUSINESS Information Item	Chair Butch Campbell
VIII. ADJOURNMENT Action Item The meeting adjourned at 7:00 p.m. Motion to adjourn. This motion, made by Jimmy Richardson III and seconded by Mr. Wesley Ballard, passed.	Chair Butch Campbell

Director of Schools

Minutes
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March 9, 2021
Recorded by L. VanCleave

MISISON STATEMENT: To assure academic and personal success for each child.

MINUTES

Board of Education Regular Meeting

March 23, 2021 5:00 PM

Zoom Call

<p>I. CALL TO ORDER Procedural Item In attendance: Chair Butch Campbell, Vice Chair David Settles, Wes Ballard, Roseann Barton, Becky Goff, Amanda Moore, and Jimmy Richardson.</p> <p>Staff: Director Trey Duke, Ralph Ringstaff, Joe Marlin, Lisa Trail, Sheri Arnette, Beth Prater, Kim Williams, and Kristina Maddux</p> <p>Assistant City Attorney Elizabeth Taylor and City Liaison Bill Shacklett</p>	<p>Chair Butch Campbell</p>
<p>A. Statement of Necessity Procedural Item</p>	<p>Ms. Elizabeth Taylor</p>
<p>II. APPROVAL OF AGENDA Action Item Motion to approve the agenda. This motion, made by Jimmy Richardson III and seconded by Ms. Becky Goff, passed. (7-0) A roll call vote was taken to approve the agenda. Wes Ballard-Aye Roseann Barton-Aye Becky Goff-Aye Amanda Moore-Aye Jimmy Richardson-Aye David Settles-Aye Butch Campbell-Aye</p>	<p>Chair Butch Campbell</p>
<p>III. ACTION ITEMS Action Item</p>	<p>Chair Butch Campbell</p>
<p>A. Approval of Discovery School Track Installation Action Item Amanda Moore asked about maintenance costs in the future. Mr. Duke said that he does not anticipate costs at this point. He explained that our maintenance crew would care for the grounds around the track. Ms. Maddux added that the only maintenance might be the asphalt, but that would be minimal and would probably not occur for several years. That cost would be included in a five year plan in the budget of Discovery School.</p> <p>Mr. Ballard asked about the purchasing of the track and how the bidding for that would take place. Mr. Duke explained that our Finance Department would put that bid out.</p> <p>Motion to approve the installation and completion of the Discovery School walking track. This motion, made by Ms. Roseann Barton and seconded by Ms. Becky Goff, passed. (7-0) A roll call vote was taken: Wes Ballard-Aye Roseann Barton-Aye Becky Goff-Aye Amanda Moore-Aye Jimmy Richardson-Aye</p>	<p>Mr. Trey Duke</p>

<p>David Settles-Aye Butch Campbell-Aye</p>	
<p>B. Approval of ESSER 2.0 Grant Application Action Item Mr. Duke explained that this ESSER 2.0 grant application was presented to the Board at the March 9th meeting and recently received approval from the State.</p> <p>Motion to approve spending of ESSER 2.0 funds after State approval. This motion, made by Ms. Amanda Moore and seconded by Jimmy Richardson III, passed. (7-0) A roll call vote was taken: Wes Ballard-Aye Roseann Barton-Aye Becky Goff-Aye Amanda Moore-Aye Jimmy Richardson-Aye David Settles-Aye Butch Campbell-Aye</p>	<p>Mr. Trey Duke</p>
<p>IV. ADJOURNMENT Action Item The meeting adjourned at 5:12 p.m. Motion to adjourn. This motion, made by Mr. David Settles and seconded by Jimmy Richardson III, passed. (7-0)</p>	<p>Chair Butch Campbell</p>

Director of Schools

Murfreesboro City School Board

Monitoring: Review: Annually, in March	Descriptor Term: Acquired Immune Deficiency Syndrome (HIV/AIDS)	Descriptor Code: 5.401	Issued Date: 03/12/19 09/26/17; 4/28/20
		Rescinds: PER 13	Issued: 08/01/01

1 **LIABILITY AND NON-DISCRIMINATION**

2 No employee who is diagnosed or perceived as being diagnosed with HIV infection or AIDS shall be
3 prevented from continuing their employment. No disciplinary action or other adverse personnel action
4 may be taken against an employee solely on the basis of HIV infection or AIDS.

5 The Board shall make reasonable accommodation to enable the employee to perform employment duties
6 as may be required by state or federal law.^{1,2}

7 **HIV/AIDS TESTING**

8 No school official can require any employee to undergo a blood test or medical consultation to determine
9 HIV or AIDS status³. This does not preclude school officials from requiring an employee to undergo an
10 examination when another communicable illness is suspected.

11 **CONFIDENTIALITY**

12 An applicant or employee may choose to report his or her HIV or AIDS status to school personnel, but
13 shall not be required to disclose such information. If information is received regarding an employee's
14 HIV status, the Director of Schools may consult with the school board attorney on the appropriate course
15 of action to pursue, bearing in mind the school system's potential liability for defamation, employment
16 discrimination, and breach of confidentiality requirements.^{1,4}

17 Information about an employee's HIV status is not to be documented in the employee's personnel file.^{4,1}

18 Information obtained is confidential and may not be released to anyone except:⁴

- 19 1. Persons named on an Authorization for Release of Confidential HIV-Related Information Form;
- 20 2. Persons listed on a court order, and
- 21 3. Persons authorized to receive such information without a release or court order according to
TCA 68-10-113.

22 **Under no circumstances shall information identifying an employee with AIDS be released to the public.**

INFECTION CONTROL

23 To prevent and manage exposure in the workplace, all school system employees will receive in-service
24 training and education annually regarding HIV/AIDS and OSHA's Blood-borne Pathogens Standard.
25 The Board shall follow the most current Centers for Disease Control and Prevention (CDC) Universal
26 Precautions for Prevention of Transmission of Human Immunodeficiency Virus, Hepatitis B Virus, and
27 Other Blood-borne Pathogens in Health Care Settings.¹

28 **EDUCATION AND TRAINING**

29 Annually, the Director of Schools shall ensure that all employees, including newly hired staff, receive
30 current HIV training. These programs can utilize the educational/training resources of agencies or private
31 institutions with personnel trained in the areas of HIV/AIDS prevention education.¹

32 The Director of Schools shall be responsible for developing, revising and implementing the
33 administrative guidelines and procedures for this policy. The Director of Schools shall be responsible
34 for enforcing this policy by communicating it to all personnel and by providing necessary instruction
35 to all administrators.

Legal References

1. Tennessee State Board of Education Policy 5.300,
*HIV/AIDS Policy for Employees and Students of
Tennessee Public Schools*
2. 42 USCA § 12112(b)
3. 29 CFR § 1630.13(b)
4. ~~TCA 68-10-113~~ [TRR/MS 0520-01-13-.02\(3\)](#)

Cross References

Section 504 & ADA Grievance Procedures 1.802

Murfreesboro City School Board

Monitoring: Review: Annually, in April	Descriptor Term: Drug-Free Schools	Descriptor Code: 6.307	Issued Date: 04/28/20
		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
2 drug free 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
6 "high risk" to agencies and other appropriate sources of assistance; and
- 7 4. Effective working relationships with appropriate community agencies, such as alcohol/drug
8 service 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
11 students;
- 12 2. Providing adequate information and training for all staff personnel as appropriate to their
13 responsibilities;
- 14 3. Implementing the relevant portions of the Drug-Free Youth Act;²¹
- 15 4. Developing administrative procedures for the school district to effectively respond to alcohol and
16 drug situations that may occur at school or school-sponsored events; and
- 17 5. Providing notification to parent(s)/guardian(s) and students that compliance with this policy is
18 mandatory.

19 Students shall not consume, possess, use, sell, distribute, or be under the influence of illegal drugs or
20 alcoholic beverages in school buildings, on school grounds, in school vehicles or buses, or at any school-
21 sponsored activity, function, or event, whether on or off school grounds.³² This includes but is not limited
22 to abuse of inhalants and prescription drugs.

23 Disciplinary sanctions shall be imposed on students who violate standards of conduct required by this
24 policy. Such sanctions shall be consistent with local, state, and federal laws up to and including
25 suspension/expulsion as well as referral for prosecution.⁴³ Completion of an appropriate rehabilitation
26 program may also be recommended.

27 Information about drug and alcohol counseling and rehabilitation programs shall be made available
28 through the school office.

Legal References

- ~~1.~~ ~~[TRR/MS 0520-01-03-08\(2\)\(d\)](#)~~
- ~~2.~~ TCA 55-10-701, et seq.; 20 USCA § 7116
- ~~3.~~ TCA 39-17-715; TCA 39-17-432
- ~~4.~~ TCA 49-6-3401; TCA 49-6-4209

Cross References

- Alcohol & Drugs in the Workplace 1.804
- Zero Tolerance Offenses 6.309
- Suspension/Expulsion/Remand 6.316

Murfreesboro City School Board

Monitoring: Review: Annually, in April	Descriptor Term: <h2 style="text-align: center;">Dress Code</h2>	Descriptor Code: <h3 style="text-align: center;">6.310</h3>	Issued Date: 4/28/20; 02/27/18
		Rescinds: <h3 style="text-align: center;">STU 26</h3>	Issued: <h3 style="text-align: center;">01/01/01</h3>

- 1 Students shall dress and groom in a clean, neat and modest manner so as not to distract or interfere
- 2 with the operation of the school.

- 3 More specific guidelines appropriate for each school shall be developed by the principal, subject to
- 4 approval by the Director of Schools.

- 5 When a student is dressed in a manner which is likely to cause disruption or interference with the
- 6 operation of the school, or in a manner that violates the developed guidelines, the principal or designee
- 7 shall take appropriate action, which may include discipline.

Legal References

1. TCA 49-6-4215(a)(1) ; TCA 49-1-302(卅)

Cross References

- Discipline Procedures 6.313
 Suspension/Expulsion/Remand 6.316

Murfreesboro City School Board

Monitoring: Review: Annually, in April	Descriptor Term: Use of Personal Communication Devices in School	Descriptor Code: 6.312	Reviewed Date: 08/27/19; 4/28/20
		Rescinds: STU 43	Issued: 06/12/19

1 PERSONAL COMMUNICATION AND/OR ELECTRONIC DEVICES

2 A "personal communication device" (PCD) such as a cell phone, tablet, IPOD, IPAD, etc., is a device that
3 emits an audible signal, vibrates, displays a message or otherwise summons or delivers a
4 communication to the possessor.

5
6 A "personal electronic device" (PED) is a device that can be used as a camera, a recorder, a player, or
7 any such item that electronically transmits or receives a signal, image, sound file, data file or message.

8
9 Such devices also include, but are not limited to, wearable technology such as eye glasses, rings, or
10 watches that have the capability to record, live stream, or interact with wireless technology.

11
12 PCDs and PEDs including but not limited to CD players, iPods, MP3 players, netbooks, laptop or
13 notebook computers or iPads shall be stored in backpacks, purses, or personal carry-alls. PCDs and
14 PEDs shall be silenced or turned off unless permission is granted otherwise as follows. However, the
15 use of the devices is forbidden during the academic day, on a school-sponsored trip, or during ESP
16 unless approved by the principal or the principal's designee or the ESP site director or ESP site
17 director's designee. This is not intended to discourage the use of these devices for instructional
18 purposes, but to establish parameters and appropriate oversight for their use.

19
20 Improper use or storage of PCDs and PEDs may result in confiscation of the device until it can be
21 released directly to a student's parents and/or guardians. A student in violation of this policy is subject
22 to related disciplinary action.

23 24 INAPPROPRIATE USE OF PCD, PED AND/OR ELECTRONIC DEVICES

25 In addition to the parameters established above, use of a PCD or PED to bully, harass or intimidate
26 others will be subject to related disciplinary action. Using a PCD or PED for any illicit activity
27 including but not limited to take, disseminate, transfer, or share obscene, pornographic, lewd, or
28 otherwise illegal images, photographs, or similar material whether by electronic data transfer or
29 otherwise may constitute a crime under State and/or Federal law. Any student taking, disseminating,
30 transferring, possessing or sharing obscene, pornographic, lewd, illegal, or otherwise inappropriate
31 images or photographs of other students or any other under age individual at school, on a school bus or

32 while attending any school event or activity will be subject to the disciplinary procedures of the school
33 district and reported to law enforcement and other appropriate State or Federal agencies.

34 PCDs and PEDs shall not be used to record and/or video school personnel or students without the
35 principal's or principal's designee's permission.

36

37 Any school employee who discovers a student using, accessing, or displaying a PCD, PED, or
38 electronic device in violation of this policy shall report the violation to the principal. The device will
39 be confiscated. Any student who possesses a PCD, PED, or electronic device in violation of this
40 policy is subject to disciplinary action.

41

42 Students may use cell phones while attending after school activities, not including ESP, with
43 permission of staff.

44

45 Cell phones or any other personal communication devices are not to be used, accessed or displayed
46 while on any school bus.

47

48 Possession of a cell phone under the circumstances set forth in this policy is a privilege which may be
49 forfeited by a student who fails to abide by the terms of this policy.

50

51 The Murfreesboro City School Board, its schools, nor its employees assume any responsibility or
52 liability for the loss of or damage to any student's personal communication device, or for the
53 unauthorized use of a student's personal communication device.

54

55

56 _____
57 Legal References:

58

58 ~~T.C.A. 49-6-1014 through 1018~~

1. TCA 49-6-4501 et seq.

Murfreesboro City School Board

Monitoring: Review: Annually, in April	Descriptor Term: Suspension/Expulsion/Remand	Descriptor Code: 6.316	Issued Date: 4/28/20 05/22/18
		Rescinds: STU 25	Issued: 09/01/13

1 **DEFINITIONS:**¹

2 **Suspension:** dismissed from attendance at school for any reason not more than ten (10) consecutive
3 days. Multiple suspensions shall not run consecutively nor shall multiple suspensions be applied to
4 avoid expulsion from school.

5 **Expulsion:** removal from attendance for more than ten (10) consecutive days or more than fifteen (15)
6 days in a month of school attendance. Multiple suspensions that occur consecutively shall constitute
7 expulsion.

8 **Remand:** assignment to an alternative school.

9 **REASONS FOR SUSPENSION/EXPULSION:**

10 Any principal, principal-teacher or assistant principal (herein called principal) may suspend/expel any
11 student from attendance at school or any school-related activity on or off campus or from attendance at
12 a specific class or classes, or from riding a school bus, without suspending such student from
13 attendance at school (in-school suspension), for good and sufficient reasons including, but not limited
14 to:²

- 15 1. Willful and persistent violation of the rules of the school;
- 16 2. Immoral or disreputable conduct, including vulgar or profane language;
- 17 3. Violence or threatened violence against the person of any personnel attending or assigned to any
18 school;
- 19 4. Willful or malicious damage to real or personal property of the school, or the property of any
20 person attending or assigned to the school;
- 21 5. Inciting, advising or counseling of others to engage in any of the acts herein enumerated;
- 22 6. Marking, defacing, or destroying school property;
- 23 7. Possession of a pistol, gun or firearm on school property;³
- 24 8. Possession of a knife and other weapons, as defined in TCA 39-17-1301, on school property;
- 25 9. Assaulting a principal, teacher, school bus driver or other school personnel with vulgar, obscene
26 or threatening language;

- 27 10. Unlawful use or possession of barbitol or legend drugs, as defined in TCA 53-10-101;³
- 28 11. Engaging in behavior which disrupts a class or school-sponsored activity;
- 29 12. Making a threat, including a false report, to use a bomb, dynamite, or any other deadly
30 explosive or destructive device including chemical weapons on school property or at a school
31 sponsored event;
- 32 13. One (1) or more students initiating a physical attack on an individual student on school property
33 or at a school activity, including travel to and from school or a school activity;
- 34 14. Off-campus criminal behavior that meets the requirements of T.C.A. 49-6-3401(a)(14) and
35 when the student's continued presence in school poses a danger to persons or property or
36 disrupts the educational process; and
- 37 15. Any other conduct prejudicial to good order or discipline in any school.

38 If as a result of an investigation, a principal or the principal's designee finds that a student acted in self-
39 defense under a reasonable belief that the student, or another to whom the student was coming to the
40 defense, may have been facing the threat of imminent danger of death or serious bodily injury, then,
41 the student may not face any disciplinary action.⁴

42 **IN-SCHOOL SUSPENSION:**⁵

- 43 1. Students given an in-school suspension in excess of one (1) day from classes shall attend either
44 special classes attended only by students guilty of misconduct or be placed in an isolated area
45 appropriate for study; and
- 46 2. Personnel responsible for in-school suspension will see that each student is supervised at all
47 times and has textbooks and classwork assignments from the student's regular teachers.
48 Students given in-school suspension shall be required to complete academic assignments and
49 shall receive credit for work completed.

50 **PROCEDURES FOR OUT OF SCHOOL SUSPENSION AND EXPULSION:**⁶

- 51 1. Unless the student's continued presence in the school, class or school-related activity presents
52 an immediate danger to the student or other persons or property, no principal shall
53 suspend/expel any student until that student has been advised of the nature of the student's
54 misconduct, questioned about it, and allowed to give an explanation.
- 55 2. Upon suspension/expulsion of any student (in-school suspension in excess of one (1) day), the
56 principal shall make an immediate attempt to contact the parent or guardian to inform them of
57 the suspension/expulsion. The student shall not be sent home before the end of the school day
58 unless the parent or guardian has been contacted.
- 59 3. The principal shall notify the parent or guardian and the Director of Schools or designee in
60 writing:

- 61 a. Of the suspension/expulsion and the cause for it; and
- 62 b. A request for a meeting with the parent or guardian, student and principal, to be held as
- 63 soon as possible, but no later than five (5) days following the suspension/ expulsion.
- 64 4. Immediately following the scheduled meeting, whether or not attended by the parent or
- 65 guardian or student, the principal shall determine the length of the suspension/expulsion and set
- 66 conditions for readmission. If the principal determines the length of the suspension to be
- 67 between six (6) and the maximum of ten (10) days, the principal shall develop and implement a
- 68 plan for correcting the behavior when the student returns to school.
- 69 5. If at the time of the suspension the principal determines that an offense has been committed
- 70 which, in the judgment of the principal would justify a suspension/expulsion for more than ten
- 71 (10) days, the principal may suspend/expel/remand the student unconditionally for a specified
- 72 period of time or upon such terms and conditions as are deemed reasonable.
- 73 6. The principal shall immediately give written or actual notice to the parent or guardian and the
- 74 student of the right to appeal the decision to suspend/expel/remand for more than ten (10) days.
- 75 All appeals must be filed, orally or in writing, within five (5) days after receipt of the notice and
- 76 may be filed by the parent or guardian, the student or any person holding a teaching license
- 77 who is employed by the school system if requested by the student.
- 78 7. The appeal from this decision shall be to the Board or to the Disciplinary Hearing Authority.
- 79 8. If the suspension/expulsion occurs during the last ten (10) days of any term or semester, the
- 80 student shall be permitted to take such final examinations or submit such required work as
- 81 necessary to complete the course of instruction for that semester, subject to conditions
- 82 prescribed by the principal.

83 SPECIAL EDUCATION STUDENTS

84 Those students falling under the purview of IDEA (Individuals with Disabilities Education Act) will be

85 disciplined in accordance with federal and state regulations for IDEA students.

Legal References

1. TCA 49-6-3007([hg](#))
2. TCA 49-2-203(a)(7); TCA 49-6-3401(a)
3. [TCA 49-6-4216](#); TCA 39-17-1309; TCA 39-17-417
4. TCA 49-6-3401(i)
5. TCA 49-6-3401(b)(1)
6. TCA 49-6-3401(a)-(c); *Goss v. Lopez*, 419 U.S. 565 (1975); 20 USCS 1415; Individuals with Disabilities Act Amendments of 1997 § 615

Cross References

- Procedural Due Process 6.302
 Bus Conduct 6.308
 Zero Tolerance Offenses 6.309
 Discipline Procedures 6.313
 Disciplinary Hearing Authority 6.317

Murfreesboro City School Board

Monitoring: Review: Annually, in April	Descriptor Term: Physical Examinations and Immunizations	Descriptor Code: 6.402	Issued Date: 4/28/20 05/28/19
		Rescinds:	Issued:

1 PHYSICAL EXAMINATIONS

2 The principal shall ensure that there is a complete physical examination of each student prior to:

- 3 1. Entering school for the first time;¹ and
- 4 2. Participation as a member of any athletic team or in any other strenuous physical activity program.²

5 Cost of the examination shall be borne by the parent or guardian of the student. These records shall be on file in
6 the principal's office.³

7 Screening tests for vision, hearing, height, weight, blood pressure and lice will be conducted. Parents/Guardians
8 will receive written notice of any screening result that indicates a condition that might interfere or tend to interfere
9 with a student's progress.

10 In general, the school district will not conduct physical examinations of a student without parental consent to do
11 so or a court order, unless the health or safety of the student or others is in question.²⁴

12 IMMUNIZATIONS

13 No students entering school, including those entering kindergarten or first grade, those from out-of-state and those
14 from nonpublic schools, will be permitted to enroll (or attend) without proof of immunization, as determined by
15 the Commissioner of Public Health.¹⁻⁵ It is the responsibility of the parents or guardians to have their children
16 immunized and to provide such proof to the principal of the school that the student is to attend.³

17 Exceptions, in the absence of an epidemic or immediate threat thereof, will be granted to any child whose parent
18 or guardian shall file with school authorities a signed, written statement that such measures conflict with his/her
19 religious tenets and practices; or due to medical reasons if such child has a written statement from his/her doctor
20 excusing him from such immunization.⁴⁵

21 Proof of exceptions will be in writing and filed in the same manner as other immunization records.

22 A list of transfer students shall be kept at each school in order that their records may be monitored by the
23 Department of Health.

24

Legal References

1. ~~TRR/MS 0520-1-03-.08(2)(a)~~; TCA 49-06-5004(c)(1)
2. ~~TRR/MS 0520-01-03-.08(2)(b)~~ [Tennessee School Health Screening Guidelines.](https://www.tn.gov/content/dam/tn/education/csh/csh_school_health_screening_guidelines.pdf)
https://www.tn.gov/content/dam/tn/education/csh/csh_school_health_screening_guidelines.pdf
3. ~~TCA 49-6-5001(b)(1)~~ TCA 49-6-5001(b)(1).

Version Date: May 5, 2020

4. TCA 49-6-5001(b)(2),(c)(2)~~TCA 49-6-5001(a)~~
- ~~5. TCA 49-6-5001(b)(2),(c)(2)~~

Murfreesboro City School Board

Monitoring: Review: Annually, in December	Descriptor Term: Testing Programs	Descriptor Code: 4.700	Issued Date: 12/10/19
		Rescinds: IS 11	Issued: 05/01/15

1 *General*

2 The Board shall provide for a system-wide testing program which shall be periodically reviewed and
3 evaluated. The purposes of the program shall be to:

- 4 1. Assist in promoting accountability;
- 5
- 6 2. Determine the progress of students;
- 7
- 8 3. Assess the effectiveness of the instructional program and student learning;
- 9
- 10 4. Aid in counseling and guiding students in planning future education and other endeavors;
- 11
- 12 5. Analyze the improvements needed in each instructional area;
- 13
- 14 6. Assist in the screening of students with learning difficulties;¹
- 15
- 16 7. Assist in placing students in remedial programs; and
- 17
- 18 8. Assist in educational research by providing data.

19 In planning testing programs, every effort shall be made to see that testing contributes to the learning
20 process rather than detracts from it. Efforts shall be made to incorporate necessary culture-free or
21 culture-fair tests to assure that measurements are reasonable, unbiased, and accurate.

22 The Director of Schools shall be responsible for planning and implementing the program, which
23 includes:

- 24 1. Determining specific purposes for each test;
- 25
- 26 2. Selecting the appropriate test to be given;
- 27
- 28 3. Establishing procedures for administering the tests;
- 29
- 30 4. Making provisions for interpreting and disseminating the results;
- 31
- 32 5. Maintaining testing information in a consistent and confidential manner; and
- 33

34 6. Ensuring that results are obtained as quickly as possible, especially when placement in a special
35 learning program might be necessary.

36 State-mandated student testing programs shall be undertaken in accordance with procedures published
37 by the State Department of Education.²

38 **WEIGHTING OF TCAP SCORES**

39 For the 2020-2021 school year, Student scores on the Tennessee Comprehensive Assessment Program's
40 grades three through six (3-6) shall comprise zero (0%) percent of the student's final grade in the
41 spring semester in the subject areas of mathematics, reading/language arts, science, and social studies.
42 In subsequent years, student scores on the Tennessee Comprehensive Assessment Program's grades
43 three through ~~eight-six~~ (3-~~86~~) shall comprise fifteen (15%) percent of the student's final grade in the
44 spring semester in the subject areas of mathematics, reading/language arts, science, and social studies.³
45 The Director of Schools may exclude Tennessee Comprehensive Assessment Program scores from
46 students' final grades if scores are not received by the district at least five (5) instructional days before
47 the end of the school year.³

48 **TESTING INFORMATION AND PARENTAL CONSENT**

49 Any test directly concerned with measuring student ability or achievement through individual or group
50 psychological or socio-metric tests shall not be administered by or with the knowledge of any employee
51 of the system without first obtaining written consent of the parents or guardians.

52 Results of all group tests shall be recorded on the students' permanent records and shall be made
53 available to appropriate personnel in accordance with established procedures.⁴

54 No later than July 31st of each year, the Board shall publish on its website information related to state
55 and board mandated tests that will be administered during the school year. The information shall
56 include:

- 57 1. The name of the test;
- 54
- 55 2. The purpose and use of the test;
- 56
- 57 3. The grade or class in which the test will be administered;
- 58
- 59 4. The tentative date or dates that the test will be administered;
- 60
- 61 5. The time and manner in which parents and students will be notified of the results of the test;
- 62 and
- 63
- 64 6. How parents can access the questions and answers on their student's state-required tests.⁵

65 The testing information shall also be placed in student handbooks or other school publications that are
66 provided to parents on an annual basis.

Legal References

1. TCA 49-10-108
2. TRR/MS 0520-01-03-.03(7)
3. TCA 49-1-617
4. 20 USCS 1232(g); TCA 10-7-504
5. TCA 49-6-6007

Cross References

Student Records 6.600

Murfreesboro City School Board

Monitoring: Review: Annually, in March	Descriptor Term: Discrimination / Harassment of Employees (Sexual, Racial, Ethnic, Religious)	Descriptor Code: 5.500	Issued Date: 08/13/19
		Rescinds: PER 35	Issued: 04/01/12

1 Employees shall be provided a work environment free from ~~sexual, racial, ethnic and religious~~
2 discrimination/harassment based on race, color, religion, creed, sex, national origin, age, disability,
3 or any other classification protected by law. It shall be a violation of this policy for any
4 employee or any student to discriminate against or harass an employee through disparaging conduct
5 or communication that is ~~sexual, racial, ethnic or religious~~ based on -race, color, religion, creed, sex,
6 national origin, age, veteran status, disability, or any other classification protected by law ~~in nature.~~
7 The following guidelines are set forth to protect employees from discrimination/ harassment.

8 Employee discrimination/harassment will not be tolerated.¹ Discrimination/harassment is defined
9 as conduct, advances, gestures or words either written or spoken and based on based on race,
10 color, religion, creed, sex, national origin, age, disability, or any other classification protected by
11 law that:

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

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

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

30 The privacy and anonymity of all parties and witnesses to complaints will be respected.
31 However, because an individual's need for confidentiality must be balanced with obligations to
32 cooperate with police investigations or legal proceedings, to provide due process to the accused, to
33 conduct a thorough investigation or to take necessary action to resolve a complaint, the identity of
34 parties and witnesses maybe disclosed in appropriate circumstances to individuals with a need to
35 know.

36 A substantiated charge against an employee shall result in disciplinary action up to and
37 including termination. A substantiated charge against a student may result in corrective or
38 disciplinary action up to and including expulsion.

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

43 An employee disciplined for violation of this policy may appeal the decision by contacting the
44 Federal Rights Coordinator or the Director of Schools.
45

Legal References

1. 29 CFR §1604.11
2. 20 USCS § 1681

Cross References

Complaints and Grievances 5.501

Murfreesboro City School Board

Monitoring: Review: Annually, in April	Descriptor Term: <h2 style="text-align: center;">Compulsory Attendance Ages</h2>	Descriptor Code: 6.201	Issued Date: 4/28/20 10/24/17
		Rescinds: STU 4	Issued: 03/01/13

- 1 Children between the ages of six (6) and seventeen (17) years, both inclusive, must attend a public or
- 2 [private-non-public](#) school.¹ A parent/guardian or legal custodian who believes that their child is not
- 3 ready to attend school at the designated age of mandatory attendance may make application to the
- 4 principal of the public school which the child would attend for a one (1) semester or one-year deferral in
- 5 required attendance. Any such deferral shall be reported to the Director of Schools by the principal.²
- 6 Under certain circumstances, the Board may temporarily excuse students from complying with the
- 7 provisions of the compulsory attendance law.³

- 8 Any child residing within the state who is or will be five (5) years of age on or before August 15, who
- 9 makes application for admission, shall be enrolled in the school designated by the Board.⁴

- 10 No child shall be eligible to enter first grade without having attended an approved kindergarten program.⁵

- 11 A child entering a special education program shall be no less than three (3) years of age.⁶

- 12 The compulsory attendance law shall not apply to a student who is six (6) years or younger and whose
- 13 parent or guardian has filed notice of intent to conduct home school with the Director of Schools.⁷

Legal References

1. TCA 49-6-3001(c)(1)
2. TCA 49-6-3001(c)(5)
3. TCA 49-6-3005
4. TCA 49-6-201(b)(3); TCA 49-6-3001(b)(1)
5. TCA 49-6-201(8)(d)
6. 20 U.S.C. Sec 5. 1400—1485
7. TCA 49-6-3001(c)(2)(A)—(D)

Cross References

- Special Education Program 4.202
- Adult Education Program 4.208
- Special Education Students 6.500

Murfreesboro City School Board

Monitoring: Review: Annually, in April	Descriptor Term: Home Schools	Descriptor Code: 6.202	Issued Date: 4/28/20 01/23/18
		Rescinds: BO 52	Issued: 04/22/14

1 A "home school" is a school conducted or directed by a parent or parents or legal guardian or
2 guardians for their own children. Home schools which teach K-12 where the parents are
3 associated with an organization that conducts church-related schools (as defined by T.C.A. §49-
4 50-801) are exempt from the following provisions, but must follow procedures issued by the State
5 Department of Education.

6 A parent wishing to conduct a home school shall meet the following requirements:¹

- 7 1. Provide annual notice to the Director of Schools before the commencement of each school
8 year of the intent to conduct a home school;
- 9 2. Submit to the Director of Schools the name, number, age, grade level of children involved,
10 location of the school, curriculum to be offered, proposed hours of instruction, qualifications
11 of the parent/teacher;
- 12 3. Maintain attendance records, subject to inspection of the local Director of Schools;
- 13 4. Submit attendance records to the Director of Schools at the end of each school year;
- 14 5. Provide instruction for at least four (4) hours per day for the same number of instructional
15 days as are required by state law for public schools;
- 16 6. Possess a high school diploma or GED;
- 17 7. Cooperate in the administration to home school students of appropriate tests by the
18 Commissioner of Education, his/her designee or by a professional testing service in grades
19 five (5), seven (7), and nine (9);
- 20 8. Take actions according to state law if home school student falls behind appropriate grade
21 level;
- 22 9. Submit proof to the Director of Schools that the home school student has been vaccinated as
23 required by law;
- 24 10. Submit proof to the Director of Schools that other health services and examinations as
25 required by law have been received by the home school student; and
11. In the event of the illness of a parent-teacher, or at the discretion of the parent-teacher, a
tutor, having the same qualifications that would be required of a parent-teacher teaching the
grade level or course, may be employed by the parent-teacher. ~~In the event of illness or
inadequacy of the home school parent teacher to teach a specific subject, employ a tutor
having the same qualifications as required of parent/teacher.~~

26 If one or more of these requirements are not met, the Board authorizes the Director of Schools to
27 take formal action to bring the child into compliance with the compulsory attendance law (until the
28 child has reached age 17), either in the home school or in a public, private, or church-related school.

29 It shall be the policy of this Board that public school facilities shall be available for home
30 school instruction only when all of the following conditions exist:

- 31 1. Special needs courses are being taught which require services unavailable to the home
32 school student;
- 33 2. These services cannot be provided through any means other than the public schools;
- 34 3. Requests for services are made known by the home school parent when notice is given to
35 the Director of Schools of the intent to conduct a home school;
- 36 4. The Director of Schools investigates request and make recommendations to the Board;
- 37 5. No overcrowding, additional expenses, including providing transportation, or other special
38 situations which interfere with the normal operation of the school system shall be incurred;
39 and
- 40 6. Approval by the Board on a case-by-case basis.

41 The Director of Schools, through the attendance supervisor, shall have the attendance records of
42 the home school inspected at ~~least two (2) times each~~ the end of each school year in order to provide
43 assistance in implementing the Compulsory Attendance Law.

44 If a home school student falls more than one (1) year behind his/her appropriate grade level in his/her
45 comprehensive test score for two (2) consecutive tests, and if a certified teacher who would have
46 taught the child at his/her grade level determines through appropriate means that the student is not
47 learning disabled, the Director of Schools shall require the parents to enroll the child in a public,
48 private or church-related school.

Legal References

1. TCA 49-6-3050

Murfreesboro City School Board

Monitoring: Review: Annually, in April	Descriptor Term: Bus Safety and Conduct	Descriptor Code: 6.308	Issued Date: 4/28/20 09/24/19
		Rescinds: SS 8	Issued: 02/27/18 09/01/12

- 1 In order to maintain conditions and atmosphere suitable for safety and learning, no person shall enter
2 onto a school bus except students assigned to that bus or other persons with lawful and valid business on
3 the bus.¹
- 4 The school bus is an extension of school activity; therefore, students shall conduct themselves on the bus
5 in a manner consistent with the established standards for safety and classroom behavior.
- 6 Students are under the supervision and control of the bus driver, bus assistant, and teacher while on the
7 bus, and all reasonable directions given by bus driver, bus assistant, and teacher shall be followed.
- 8 The principal of the student transported shall be informed by the bus driver of any serious discipline
9 problem and may be called upon to assist if necessary. A student may be denied the privilege of riding
10 the bus if the principal determines that the student's behavior is such as to cause disruption on the bus,
11 or if he/she disobeys state or local rules and regulations pertaining to student transportation.
- 12 The suspension of a student from riding the bus shall follow the same procedures as for any other school
13 suspension.
- 14 Any student requesting to exit the bus at any point between school and the normal drop-off point must
15 have written parental permission and the approval of the principal or principal designee.² The principal
16 or principal designee will provide written approval to the [bus-driverTransportation Department](#) before
17 the student is allowed to proceed.
- 18 Any student wishing to ride a bus other than the student's designated bus must have written parental
19 permission and the approval of the principal or the principal designee. The principal or principal
20 designee will provide written approval to the [bus-driverTransportation Department](#) before the student is
21 allowed to proceed.
- 22 Students who transfer from bus to bus while en route to and from school shall be expected to abide by
23 the discipline policies adopted by the Board and rules adopted by the staff of the assigned school.
- 24 The Director of Schools shall develop the district's "Rules for Bus Conduct" and have them placed in
25 the student handbook and/or distributed to all students.
- 26 **USE OF VIDEO CAMERAS**
- 27 Video cameras may be used to monitor student behavior on school vehicles transporting students to and
28 from school or extracurricular activities. Video surveillance shall be used to promote the order, safety
29 and security of students, staff and property.

30 Students in violation of bus conduct rules shall be subject to disciplinary action in accordance with
31 established board policy governing student conduct and discipline.

32 The district shall comply with all applicable state and federal laws related to photographs and video
33 footage.³ These materials shall be maintained for seven (7) days. Parent(s)/guardian(s) may submit
34 requests to view photographs and video footage to the Superintendent of School/designee. The
35 Superintendent of Schools/designee shall be present if parent(s)/guardian(s) are provided the opportunity
36 to review photographs and video footage.⁴

Legal References

1. TCA 49-6-2008
2. TCA 49-6-2118
3. TCA 10-7-504; 20 USCA §1232g
4. [Public Acts of 2019, Chapter No. 256](#)[TCA 49-6-2119](#)

Cross References

Discipline Procedures 6.313
Suspension/Expulsion/Remand 6.316
Student Records 6.600-604

Murfreesboro City School Board

Monitoring: Review: Annually, in April	Descriptor Term: <h2 style="text-align: center;">Care of School Property</h2>	Descriptor Code: <h3 style="text-align: center;">6.311</h3>	Issued Date: <h3 style="text-align: center;">4/28/20 06/25/19</h3>
		Rescinds: <h3 style="text-align: center;">STU 44</h3>	Issued: <h3 style="text-align: center;">01/01/13</h3>

1 Students shall help maintain the school environment, preserve school property and exercise care while
 2 using school facilities.

3 All district employees and system contracted employees shall report all damage or loss of school
 4 property to the principal or designee immediately after such damage or loss is discovered. The
 5 principal or designee shall notify the Maintenance Department and Safety Director for assistance in
 6 determining the extent of any damages and securing the area in question. The Technology Department
 7 shall also be notified to be made aware of any security camera reviews that need to be made. In
 8 addition, the principal or designee shall make a full and complete investigation of any instance of
 9 damage or loss of school property. The investigation shall be carried out in cooperation with law
 10 enforcement officials when appropriate.

11 School property is defined as buildings, buses, books, equipment, records, instructional materials,
 12 musical instruments- or any other item under the jurisdiction of the District and/or Board.

13 When the person causing damage or loss has been identified and the costs of repair or replacement
 14 have been determined by the Maintenance Department or other appropriate entity knowledgeable about
 15 the item damaged or lost, the district shall take steps to recover these costs. This may include
 16 recommending the filing of a civil complaint in court to recover damages. If the responsible person is
 17 a minor, recovery will be sought from the minor’s parent or guardian.¹

18 In addition, the district may withhold the grades, diploma, and/or transcript of the student responsible
 19 for vandalism or theft or otherwise incurring any debt to a school until the student or the student’s
 20 parent/ guardian has paid for the damages.²

21 When the minor and parent are unable to pay for the damages, the system will provide a program of
 22 voluntary work for the minor. Voluntary work will not exceed light duty physical labor; i.e., pulling
 23 weeds, washing windows at a site where an event occurred. director of schools may meet with the
 24 parent in an attempt to reach an agreement. Upon completion of the work, the student’s grades,
 25 diploma, and/or transcripts shall be released. Such sanctions shall not be imposed if the student is not
 26 at fault.

Legal References

1. TCA 37-10-101
2. TRR/MS ~~0520-01-03-.03(15)~~
0520-01-02-.16 (2)

Cross References

- Visitors to the School 1.501
 Security 3.205
 Student Fees and Fines 6.709

STATE OF TENNESSEE
Murfreesboro City Sc SCHOOL DISTRICT
OFFICIAL STATUTORY BOND
TREASURER OR FISCAL AGENT FOR
LOCAL EDUCATION AGENCY

OFFICE OF Murfreesboro City Schools, Kim Fischer

KNOW ALL MEN BY THESE PRESENTS:

That Kimberly Williams of Murfreesboro City Schools
(Special/City School District), of MURFREESBORO Tennessee, as Principal, and
The Cincinnati Insurance Company as Surety, are held and firmly bound unto **THE STATE OF**
TENNESSEE in the full amount of Three Million Twenty Two Thousand Seven Hundred and No/100 Dollars
(\$3,022,700.00) lawful money of the United States of America for the full and prompt payment whereof we bind
ourselves, our representatives, successors and assigns, each jointly and severally, firmly and unequivocally by these presents.

WHEREAS, The said Principal was duly appointed to the office of Finance Director of and for
Murfreesboro City Sc School District for the 1.00 year term beginning on the 1st day of March, 20 21 and
ending on the 28th day of February, 20 22.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH:

- That if the said Kimberly Williams, Principal, shall:
1. Faithfully perform the duties of the office of Finance Director of Murfreesboro City Sc
School District during his term of office or his continuance therein; and,
 2. Pay over to the persons authorized by law to receive them, all monies, properties, or things of value that may come into his hands during
his term of office or his continuance therein without fraud or delay, and shall faithfully and safely keep all records required of him in his
official capacity, and at the expiration of this term, or in case of his resignation or removal from office, shall turn over to his successor all
records and property which have come into his hands, then this obligation shall be null and void; otherwise to remain in full force and
effect.

WITNESS our hands and seals this 6th day of April, 20 21.

WITNESS - ATTEST:

PRINCIPAL:

COUNTERSIGNED BY:

James W Miley

Tennessee Resident Agent



SURETY: The Cincinnati Insurance Company

By: James W Miley

Attorney-in-fact:

P.O. Box 7001
Murfreesboro, TN 37133

(attach evidence of authority to execute bond)

ACKNOWLEDGEMENT OF PRINCIPAL

STATE OF TENNESSEE

COUNTY OF Rutherford

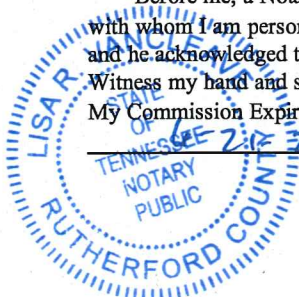
Before me, a Notary Public, of the State and County aforesaid, personally appeared Kimberly Williams
with whom I am personally acquainted and who, upon oath, acknowledged himself to be the individual who executed the foregoing bond,
and he acknowledged to me that he executed the same.

Witness my hand and seal this 13th day of April, 20 21.

My Commission Expires: 2/2/22, 2 _____.

Jim Vancluse
Notary Public

(over)



ACKNOWLEDGEMENT OF SURETY

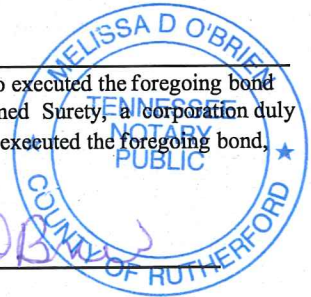
STATE OF TN
COUNTY OF Rutherford

Before me, a Notary Public, of the State and County aforesaid, personally appeared James W Miley with whom I am personally acquainted and, who, upon oath, acknowledged himself to be the individual who executed the foregoing bond on behalf of The Cincinnati Insurance Company, the within named Surety, a corporation duly licensed to do business in the State of Tennessee, and that he as such individual being authorized so to do, executed the foregoing bond, by signing the name of the corporation by himself as such individual.

Witness my hand and seal this 10th day of April, 2 021.

My Commission Expires: May 22, 2 021.

Melissa D O'Brien
Notary Public



APPROVAL AND CERTIFICATION

SECTION I. (Applicable to Treasurer and Fiscal Agents of Local Education Agencies)

Bond and Sureties approved by Butch Campbell, Chairman of Murfreesboro City School District, on this 13th day of April, 2 021.

Signed: Butch Campbell
Chairman Board of Education

CERTIFICATION:

I, Bobby Duke, Secretary of Murfreesboro City School District, hereby certify that the foregoing bond was approved by the Board of Education, in open session on the 13th day of April, 2 021, and entered upon the minutes thereof.

Signed: Bobby Duke III
Secretary

SECTION II.

FOR USE BY REGISTER OF DEEDS

SECTION III.

ENDORSEMENT:

Filed with the Comptroller of the Treasury, State of Tennessee, this _____ day of _____, 2 _____.

Signed: _____
Comptroller of the Treasury

THE CINCINNATI INSURANCE COMPANY

Fairfield, Ohio

POWER OF ATTORNEY

6861990

KNOW ALL MEN BY THESE PRESENTS: That THE CINCINNATI INSURANCE COMPANY, a corporation organized under the laws of the State of Ohio, and having its principal office in the City of Fairfield, Ohio, does hereby constitute and appoint

James W Miley

of Murfreesboro, TN its true and lawful Attorney(s)-in-Fact to sign, execute, seal and deliver on its behalf as Surety, and as its act and deed, any and all bonds, policies, undertakings, or other like instruments, as follows: Any such obligations in the United States, Ten Million and No/100 Dollars (\$10,000,000.00).

This appointment is made under and by authority of the following resolution passed by the Board of Directors of said Company at a meeting held in the principal office of the Company, a quorum being present and voting, on the 6th day of December, 1958, which resolution is still in effect:

RESOLVED, that the President or any Vice President be hereby authorized, and empowered to appoint Attorneys-in-Fact of the Company to execute any and all bonds, policies, undertakings, or other like instruments on behalf of the Corporation, and may authorize any officer or any such Attorney-in-Fact to affix the corporate seal; and may with or without cause modify or revoke any such appointment or authority. Any such writings so executed by such Attorneys-in-Fact shall be binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of the Company at a meeting duly called and held on the 7th day of December, 1973.

RESOLVED, that the signature of the President or a Vice President and the seal of the Company may be affixed by facsimile on any power of attorney granted, and the signature of the Secretary or Assistant Secretary and the seal of the Company may be affixed by facsimile to any certificate of any such power and any such power of certificate bearing such facsimile signature and seal shall be valid and binding on the Company. Any such power so executed and sealed and certified by certificate so executed and sealed shall, with respect to any bond or undertaking to which it is attached, continue to be valid and binding on the Company.

IN WITNESS WHEREOF, THE CINCINNATI INSURANCE COMPANY has caused these presents to be sealed with its corporate seal, duly attested by its Vice President this 1st day of April, 2007.



STATE OF OHIO) ss:
COUNTY OF BUTLER)

THE CINCINNATI INSURANCE COMPANY

Handwritten signature of Thomas H. Kelly

Vice President

On this 1st day of April, 2007, before me came the above-named Vice President of THE CINCINNATI INSURANCE COMPANY, to me personally known to be the officer described herein, and acknowledged that the seal affixed to the preceding instrument is the corporate seal of said Company and the corporate seal and the signature of the officer were duly affixed and subscribed to said instrument by the authority and direction of said corporation.



Handwritten signature of Mark J. Huller

MARK J. HULLER, Attorney at Law
NOTARY PUBLIC - STATE OF OHIO
My commission has no expiration date. Section 147.03 O.R.C.

I, the undersigned Secretary or Assistant Secretary of THE CINCINNATI INSURANCE COMPANY, hereby certify that the above is a true and correct copy of the Original Power of Attorney issued by said Company, and do hereby further certify that the said Power of Attorney is still in full force and effect.

GIVEN under my hand and seal of said Company at Fairfield, Ohio, this 6th day of April 2021

Handwritten signature of Gregory J. Schlemmer

Secretary



April 8, 2021

Murfreesboro City Schools
City of Murfreesboro
2552 Church Street
Murfreesboro, TN 37127



VIA EMAIL

**RE / Recommendation to Award Contract –
Discovery School Walking Track Murfreesboro, TN**

This letter certifies that Bids for the above-referenced project were received and opened on Wednesday, April 7, 2021.

The Bid Tabulation below is a true and accurate summary of the bids received.

Contractor	Bid Amount
AMI	\$69,607
Sessions Paving	\$63,944
Pavement Restorations	\$81,400

Upon review of the submitted bids, City of Murfreesboro recommends **Sessions Paving** be awarded the referenced project in the amount of **\$63,944**. A proposed alternative mix design will be amended to the project manual, which will allow for a cost savings of \$2,000. Bringing the contract value to **\$61,944**. If you have any questions, please feel free to contact me via telephone or email (kwalker@murfreesborotn.gov).

Sincerely,

Kayla Walker
City of Murfreesboro
Project Development, Director

Murfreesboro City School Board

Monitoring: Review: Annually, in January	Descriptor Term: <h2 style="text-align: center;">Audits</h2>	Descriptor Code: <h3 style="text-align: center;">2.703</h3>	Reviewed Date: 11/28/2017 <h3 style="text-align: center;">1/15/2019</h3>
		Rescinds: <h3 style="text-align: center;">FM 7</h3>	Issued Date: <h3 style="text-align: center;">11/01/11</h3>

1 *General*

2 An audit of all fiscal accounts, including accounts and records of all school student activity funds, shall
 3 be made by a certified public accountant following the end of each fiscal year.¹ The certified public
 4 accountant shall be selected by the Board.

5 The Director of Schools shall furnish or make copies of the audit available to the proper authorities as
 6 prescribed by law,² including the Board.

7 When an administrative change occurs during the fiscal year and the position is responsible for the
 8 expenditure of funds, a special audit of accounts involved shall be conducted.

9 The special audit shall be as extensive as the Board may determine.

Legal References

1. TCA 49-2-112(a)(1), (c)(1); TCA 49-2-110(a)
2. TRR/MS 0520-1-2-.13(3)(d)

Cross References

- Student Activity Funds Management 2.900
 Student Solicitations/Fundraising 6.701

Murfreesboro

City Schools

INTER-FUND BUDGET TRANSFER/AMENDMENT REQUEST

Budget Fiscal Year 2020-2021

Account	Description	Increase	Decrease
141 R 47590	Other Federal Through State		1,072,125.00
141 R 46590	Other State Education Funds		129,600.00
141 R 46515	Early Childhood Education	1,072,125.00	
141 R 46591	Coordinated School Health	100,000.00	
141 R 46594	Family Resource Center	29,600.00	
Total		<u>1,201,725.00</u>	<u>1,201,725.00</u>

Explanation: To re-classify existing State grant budgeted Revenue amounts to the recommended State Uniform Chart of Accounts budget codes.
The revenue Descriptions allow for greater transparency in State revenue sources.

Kira Sullivan
 Reviewed by Finance Director/Finance Manager

4.8.21
 Date

Approved	<input type="checkbox"/>	_____	_____
		Director of Schools	Date
Declined	<input type="checkbox"/>		

Murfreesboro City Schools

INTER-FUND BUDGET TRANSFER/AMENDMENT REQUEST

Budget Fiscal Year 2021

Account	Description	Increase	Decrease
141 E 72130 299	Student Support Services-Other Fringe Benefits	3,000	
141 E 72130 207	Student Support Services-Medical Insurance		3,000
Total		\$ 3,000	\$ 3,000

Explanation: This transfer request is to increase the fringe benefits line to cover additional employees who selected the medical insurance incentive. We are requesting to transfer from the medical insurance line.

Jim Bevilacqua
Reviewed by Finance Director/Finance Manager

4/7/2021
Date

Approved	<input type="checkbox"/>	_____	_____
Declined	<input type="checkbox"/>	Director of Schools	Date

Murfreesboro City Schools

INTER-FUND BUDGET TRANSFER/AMENDMENT REQUEST

Budget Fiscal Year 2021

Account	Description	Increase	Decrease
141 E 72210 117	Regular Instruction Support-Career Ladder	2,000	
141 E 72210 432	Regular Instruction Support-Media		2,000
Total		<u>\$ 2,000</u>	<u>\$ 2,000</u>

Explanation: This transfer request is to increase the career ladder line to cover two employees not originally budgeted. We are requesting a transfer from the media line. This line has a savings due to a reduction in students.

Tim Williams
Reviewed by Finance Director/Finance Manager

4/8/2021
Date

Approved	<input type="checkbox"/>	_____	_____
Declined	<input type="checkbox"/>	Director of Schools	Date

Murfreesboro

City Schools

INTER-FUND BUDGET TRANSFER/AMENDMENT REQUEST

Budget Fiscal Year 2021

Account	Description	Increase	Decrease
141 E 72220 312	Student Support Services SPED-Contracts with Private Agencies	23,000	
141 E 72220 131	Student Support Services SPED-Medical Personnel		5,000
141 E 72220 499	Student Support Services SPED-Other Supplies & Materials		18,000
Total		\$ 23,000	\$ 23,000

Explanation: This transfer request is to increase the contracts with private agencies line due to contracting for Occupational Therapy during the absence of an employee. We are requesting to transfer from the medical personnel and other supplies and materials line. We expect savings in other supplies and materials due to other funding sources.

Kim Williams
Reviewed by Finance Director/Finance Manager

4/7/2021
Date

Approved	<input type="checkbox"/>	_____ Director of Schools	_____ Date
Declined	<input type="checkbox"/>		

Murfreesboro

City Schools

INTER-FUND BUDGET TRANSFER/AMENDMENT REQUEST

Budget Fiscal Year 2021

Account	Description	Increase	Decrease
141 E 72410 117	Adm. Support Office of Principal-Career Ladder	700	
141 E 72410 355	Adm. Support Office of Principal-Mileage		700
Total		<u>\$ 700</u>	<u>\$ 700</u>

Explanation: This transfer request is to increase the career ladder line to cover an additional employee not originally budgeted. We are requesting a transfer from the mileage line. The mileage line is showing only 17% of budget used at this time.

Lina Williams
Reviewed by Finance Director/Finance Manager

4.7.2021
Date

Approved	<input type="checkbox"/>	_____	_____
Declined	<input type="checkbox"/>	Director of Schools	Date

Murfreesboro

City Schools

INTER-FUND BUDGET TRANSFER/AMENDMENT REQUEST

Budget Fiscal Year 2021

Account	Description	Increase	Decrease
141 E 72510 207	Adm. Support Fiscal Services-Medical Insurance	9,500	
141 E 72510 208	Adm. Support Fiscal Services-Dental Insurance	500	
141 E 72510 299	Adm. Support Fiscal Services-Fringe Benefits		2,000
141 E 72510 105	Adm. Support Fiscal Services-Supervisor/Director		8,000
Total		<u>\$ 10,000</u>	<u>\$ 10,000</u>

Explanation: This transfer request is to increase the medical and dental insurance lines to cover an employee who originally selected the medical insurance incentive (fringe benefits), but now has selected medical and dental coverage. We are requesting to transfer from the fringe benefits line and the supervisor/director line. The supervisor/director line has a savings due to changes in personnel.

Kim Williams
Reviewed by Finance Director/Finance Manager

4.7.21
Date

Approved	<input type="checkbox"/>	_____	_____
		Director of Schools	Date
Declined	<input type="checkbox"/>		

Murfreesboro

City Schools

INTER-FUND BUDGET TRANSFER/AMENDMENT REQUEST

Budget Fiscal Year 2021

Account	Description	Increase	Decrease
141 E 72610 299	Operation of Plant-Other Fringe Benefits	20,000	
141 E 72610 410	Operation of Plant-Custodial Supplies		20,000
Total		\$ 20,000	\$ 20,000

Explanation: This transfer request is to increase the fringe benefits line to cover additional employees who selected the medical insurance incentive. We are requesting to transfer from custodial supplies.
We will be allocating ESSER funds to the custodial supplies line.

Kim Bullis
 Reviewed by Finance Director/Finance Manager

4.9.2021
 Date

Approved	<input type="checkbox"/>	_____	_____
Declined	<input type="checkbox"/>	Director of Schools	Date

Murfreesboro

City Schools

INTER-FUND BUDGET TRANSFER/AMENDMENT REQUEST

Budget Fiscal Year 2021

Account	Description	Increase	Decrease
141 E 72710 338	Transportation-Maint. & Repair of Vehicles	20,000	
141 E 72710 425	Transportation-Fuel		20,000
Total		<u>\$ 20,000</u>	<u>\$ 20,000</u>

Explanation: This transfer request is to increase the maintenance and repair of vehicles line due to the replacement of an EGR exhaust system in Bus #585 and potential future repairs. We are requesting a transfer from the fuel line, which is under budget due to the reduction of field trips.

Kim Rinehart
 Reviewed by Finance Director/Finance Manager

4.7.2021
 Date

Approved	<input type="checkbox"/>	_____	_____
Declined	<input type="checkbox"/>	Director of Schools	Date