

**Board of Education Regular Meeting**

February 22, 2022 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, Becky Goff, Amanda Moore, and Jimmy Richardson.</p> <p>Staff: Dr. Trey Duke, Ralph Ringstaff, Sheri Arnette, Angela Fairchild, Lisa Trail, Kim Williams, Kim Fischer, Beth Prater, Angela Fairchild, Amy Miller, April Zavisa, Kim Frank, Sandy Scheele, Tiffany Strevel, Robin Newell, Adam Bryson, MCS School Counselors and MCS tenured teachers.</p> <p>Assistant City Attorney Elizabeth Taylor and City Liaison Bill Shacklett</p>	<p>Chair Butch Campbell</p>
<p><b>A. Pledge of Allegiance</b> Procedural Item The Pledge of Allegiance was led by the following students: Jax Peek, a 4th grade student at Black Fox Elementary August Golden, a 5th grade student at Mitchell Neilson Elementary Elias Espejo, a 4th grade student at Mitchell Neilson Elementary Calvin and Ryker Scruggs, both 1st grade students and twins at Mitchell Ne Primary-twins for 2/22/22 (Twosday!) Jack David Wilson, a 1st grade student at John Pittard Elementary</p>	
<p><b>B. Moment of Silence</b> Procedural Item</p>	
<p><b>II. APPROVAL OF AGENDA</b> Action Item</p>	<p>Chair Butch Campbell</p>
<p><b>III. COMMUNICATIONS</b> Information Item Murfreesboro City Schools would like to thank First Community Mortgage donation of coats. We would also like to thank Friends of Linebaugh Library their donation of books to BOB.</p> <p>Erma Siegel would like to thank the Guitar Center Music Foundation for awarding Mark Hale a \$2500 grant to purchase instruments.</p> <p>The Board is invited to STEAM in the city on March 10, 5-7 p.m. STEAM in the City is the first time our STEM designated schools and those in the process of STEM designation have come together to showcase STEM education.</p> <p>February 15 was National School Resource Officer appreciation day. We will take this opportunity with the board to celebrate our school officers.</p> <p>MCS students participated in Invention Convention on Feb 17. Winners named include Ariyanna Killings, Chloe Graves, Chloe White, Hayden Thornell, Bryanna Millsaps, Mallory Bush, Jayvion Miles, Jordan Frierson, Lennon Kirby, Abigail Dell, Perla Sanche, London Williams, Layla Gobelet, Omar Mohamed, and Erma Taylor. These students attend Erma Siegel, Salem, Bradley and Mitchell-Neilson Elementary Schools</p>	<p>Mrs. Lisa Trail</p>

<p>The MCS student art show will be in the city hall rotunda from March 1 - April 28. MCS will also be participating in the Frist Art Show at the Frist Art Museum in Nashville. Student artwork will be displayed March 19-April 2.</p> <p>Bradley and Patterson Park are hosting Moments in African American History on Thursday (2/24/22) from 5-7 p.m. (This event was postponed from January).</p> <p>Mr. Ballard commended Lisa Trail on her selection to join the National Superintendent's Conference last week.</p>	
<p>A. Spotlight on Education-Recognition of School Counselors Procedural Item Earlier this month, MCS celebrated National School Counselor Week. Dr. Duke recognized our 19 school counselors for their critical role to ensure we are meeting our goals in providing whole child supports to every student in our district.</p> <p>Ms. Barton stressed how invaluable our counselors are to everyone at our schools. Ms. Moore thanked all the counselors also, especially this year.</p>	Mr. Joe Marlin
<p>B. Best of MCS Recognition-Amy Miller, SPED Liaison Procedural Item Dr. Duke presented the Best of MCS certificate to Ms. Amy Miller to recognize her work as a Special Education liaison at Central Office providing support to our teachers and special education students across our district.</p>	Dr. Trey Duke
<p>C. Audit Report Information Item Mr. Jimmy Jobe reported on their FY21-22 audit of MCS. Mr. Jobe mentioned that Kim Williams and her staff were a tremendous help with sending them all the information they needed for this audit. Mr. Jobe stated audit resulted in a clean opinion on the audit and the district is in good financial health. MCS had two findings. Mr. Jobe stated that this is not unusual for a school system this size. The procedures associated with these findings have already been corrected.</p> <p>Mr. Richardson thanked Mr. Jobe for the thorough report. Mr. Ballard asked Mr. Jobe if there was anything alarming to him while performing the audit. Mr. Jobe said the two findings were discussed thoroughly and corrections have already been made, so he did not find anything alarming. Ms. Barton commended and thanked Ms. Williams for her hard work and noted that is hasn't gone unnoticed. Mr. Campbell commented that only two findings is wonderful and thanked the Finance Department.</p>	Dr. Trey Duke
<p><b>IV. CONSENT ITEMS</b> Consent Agenda</p>	Chair Butch Campbell

<p>A. Approval of 1-25-22 Board Minutes Consent Item</p>	
<p>B. Approval of School Fees Consent Item</p>	
<p>V. <b>ACTION ITEMS</b> Action Item</p>	<p>Chair Butch Campbell</p>
<p>A. Approval of Tenured Teachers Action Item Mr. Ringstaff and Ms. Arnette presented the teachers who were present with their letter of tenure.</p>	<p>Dr. Trey Duke</p>
<p>B. Approval of the Minimal Zoning Plan Action Item Dr. Duke requested approval of the Minimal Rezoning Plan for the 22-23 school year where approximately 110 students from Overall Creek would be rezoned to Northfield, 133 students from Salem would be rezoned to Cason Lane and 121 students from Salem would be rezoned to Black Fox. We are not recommending any changes on the zones from what the Board and community has already seen; however, we are proposing changes to the grandfathering based on feedback gathered at the three community meetings. Our revised proposal adds out-of-city 5th students eligible for grandfathering also. We are recommending that Black Fox, Cason Lane, Overall Creek, Salem and Scale listed as closed zone schools for the 2022-2023 school year.</p> <p>Mr. Settles questioned the net effect of the grandfathering change for out-of-city 5th graders to stay. Dr. Duke answered that 4 students from Overall Creek and 8 students from Salem would be able to stay at their school. The reason behind this request would prevent these students from attending a different school in 4th grade, 5th grade and 6th grade. Ms. Moore thanked all the parents who came to the meetings and submitted comments. She also asked how many of our open zoned schools are STEM designated. Dr. Duke said we currently have five STEM designated schools. Northfield, Hobgood and Salem are going through the process and hope to have that designation by the end of the year. Ms. Moore also asked whether rezoned families can still try to transfer to Discovery School even though their application process has already closed. Dr. Duke said we could make that happen and students who qualify can be put on a waiting list. Mr. Richardson asked if the only changes to the plan were due to feedback from meetings. Dr. Duke confirmed this. Mr. Settles commented that rezoning is not comfortable but has to happen but the encouraging thing is that MCS schools are excellent schools. He wants our parents to know that the Board has done the least harm that they could while still ensuring all our schools operate below the state requirement for pupil-to-teacher ratio. The Board has listened and read all the comments and have done the best they could with this situation. Mr. Settles commended Ms. Zavisa and Dr. Duke for the tireless work they did with this rezoning. Mr. Campbell agreed with Mr. Settles. Mr. Campbell said even though we have some newer buildings all of our schools are wonderful. Ms. Goff asked how many students it would affect if the new grandfathering proposal of allowing 5th grade county students to stay were adopted. Dr. Duke reported that it would affect 4 students at Overall Creek and 8 students at Salem.</p>	<p>Dr. Trey Duke</p>
<p>C. Approval of Board Policy 5.104 Equal Opportunity Employment on First Reading</p>	<p>Dr. Trey Duke</p>

<p>Action Item</p> <p>Mr. Settles questioned if this policy change was a result of TSBA. Ms. Taylor explained that it was just a result of our annual policy review and to ensure our policy is in line with all protected classes under federal law.</p>	
<p>D. Approval of Board Policy 5.117 Tenure and Non-Tenure on First Reading</p> <p>Action Item</p>	Dr. Trey Duke
<p>E. Approval of Board Policy 5.302 Sick and Bereavement Leave on First Reading</p> <p>Action Item</p> <p>Mr. Settles asked for clarification on bereavement leave. Mr. Ballard asked whether bereavement leave and sick days are separate. Mr. Ringstaff clarified to the Board members that we have been offering bereavement leave to employees already, and we are just putting it in a Board policy.</p>	Dr. Trey Duke
<p>F. Approval of Board Policy 5.304 Long-Term Leaves of Absence for Certified Personnel on First Reading</p> <p>Action Item</p>	Dr. Trey Duke
<p>G. Approval of Board Policy 5.307 Physical Assault Leave on First Reading</p> <p>Action Item</p>	Dr. Trey Duke
<p>H. Approval of Board Policy 5.701 Substitute Teachers on First Reading</p> <p>Action Item</p> <p>Mr. Campbell questioned what changed. Dr. Duke answered that we changed the language to match the State Board rule. Mr. Settles asked what we do if a sub is not qualified. Dr. Duke said this type of situation is usually not a surprise and HR and the building principal work together to get a qualified sub in the school.</p>	Dr. Trey Duke
<p>I. Approval of Budget Transfers-Amendments</p> <p>Action Item</p> <p>Dr. Duke recommended and explained changes to Nutrition budget. There is a change to fund balance. Mr. Ballard questioned the unemployment fee. Mr. Settles asked about supply change issues - has it loosened? Ms. Scheele explained we are still having supply chain issues and said it is probably going to be 2024 before it eases up. Mr. Settles commended Ms. Scheele on her hard work. Ms. Moore asked about the decrease in the food line. Ms. Scheele explained that she added extra funds in the food line and she's been able to use commodity funds for food. That's why funds are being shifted from the food</p>	Dr. Trey Duke
<p>i. Approval of FY22 School Nutrition Fund Budget Transfer</p> <p>Action Item</p>	
<p>ii. Approval of FY22 General Purpose Fund Budget Transfers</p> <p>Action Item</p>	
<p><b>VI. REPORTS AND INFORMATION</b></p> <p>Information Item</p>	Chair Butch Campbell
<p>A. Summer School Update</p> <p>Information Item</p>	Mrs. Sheri Arnette

<p>Ms. Arnette reported that plans are well underway for summer school. It will be held from 6/6-6/30 at four schools - HG, JP, CLA and NF. We've sent out an interest form to our teachers and over 100 teachers are interested. Summer school will serve current K-6 students. The schedule will look the same at last year with hours of 7:30 to 12:30 each day. We will provide transportation, and breakfast and lunch will be served. MCS will be using our adopted curriculum and will be providing training for teachers also.</p> <p>Ms. Moore asked how our summer school invitations work. Ms. Arnette reported that we are going to send invitations by looking at Benchmark data and teacher recommendations. We will send invitations first at parent/teacher conferences and then open spots will be available. Ms. Goff asked what the pay will be for summer school. Ms. Arnette replied that it will be the same as last year-\$200 per day. We will have an administrator in each building with 2 ESE and an office assistant. Mr. Ballard questioned enrollment last year. Ms. Arnette stated that we started with 1,600 students and ended with 600. Attendance really dwindled during July 4th week. Ms. Arnette expects to serve 1,200 students next year. Dr. Duke clarified that due to the July 4th decrease MCS decided to forgo 4 weeks in June and that the invitation is a state requirement.</p>	
<p>B. Personnel Report Information Item</p>	<p>Mr. Ralph Ringstaff</p>
<p>C. Enrollment (PTR) Report Information Item</p>	<p>Mr. Joe Marlin</p>
<p>D. Revenue and Expenditure Report for January Information Item</p> <p>Mr. Ballard questioned if extra funds will carry over to next fiscal year. Ms. Williams answered yes. Mr. Settles encouraged everyone to shop local because it matters. Ms. Goff asked if we are still leading other districts with beginning teacher pay. Mr. Ringstaff said we've surveyed 9 other districts and only one other district is paying their starting teachers more than we do. We have 20 years of experience and degrees.</p>	<p>Ms. Kim Williams</p>
<p>E. Director's Update Information Item</p> <p>Dr. Duke informed the Board that we are expecting the governor to release legislation this Thursday on the school funding model. We are watching this closely as it will have a huge impact on how schools are funded. Dr. Duke will keep the Board informed on this matter. If this legislation passes, it will go into effect in 2023-2024.</p> <p>Dr. Duke reported that STEM in the City will take place on March 10th at Lane Agri-park Center. This is the first time MCS has participated.</p> <p>MCS was recognized by the state as Best For All district by State for our commitment of using our federal funds to support student success.</p> <p>Ms. Goff gave a shout out to John Pittard on their Predators Grant featured on Channel 5.</p>	<p>Dr. Trey Duke</p>
<p><b>VII. OTHER BUSINESS</b></p>	<p>Chair Butch Campbell</p>

Information Item	
<b>VIII. ADJOURNMENT</b> Action Item The meeting adjourned at 7:17 p.m.	Chair Butch Campbell



# JOB, HASTINGS & ASSOCIATES

*Certified Public Accountants*

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James R. Jobe, CPA  
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Andrew J. Nickerson, CPA

January 27, 2022

Board of Education and  
the Director of Schools  
Murfreesboro City Schools  
2552 South Church Street  
Murfreesboro, TN 37127

We have audited the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Murfreesboro City Schools, a fund of the City of Murfreesboro, for the year ended June 30, 2021. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards* and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our contract dated April 30, 2021. Professional standards also require that we communicate to you the following information related to our audit.

## Significant Audit Matters

### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Murfreesboro City Schools are described in Note A to the financial statements. As described in note L to the financial statements, the Murfreesboro City Schools changed accounting policies related to the accounting for fiduciary activities by adopting Statement of Governmental Accounting Standards (GASB) Statement No. 84, "Fiduciary Activities" in the fiscal year ending June 30, 2021. Accordingly, the cumulative effect of the accounting change as of the beginning of the year is reported in the statement of revenues, expenditures, and changes in fund balances, nonmajor governmental funds in the amount of \$975,189. We noted no transactions entered into by Murfreesboro City Schools during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the Murfreesboro City Schools financial statements was:

Management's estimate of depreciation expense and net carrying value of capital assets is based on useful asset lives. We evaluated the key factors and assumptions used to develop the depreciation and net carrying value of capital assets in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

The disclosure of the Murfreesboro City Schools' participation in the Tennessee Consolidated Retirement System's (TCRS) defined benefit plans due to the complexity of the disclosure and the magnitude of the pension liability to the financial statements. (Note E)

The disclosure of the Murfreesboro City Schools' participation in the TCRS's OPEB plans due to the complexity of the disclosure and the magnitude of the OPEB liability to the financial statements. (Note F)

The disclosure of certain prior period adjustments to the fund balance of the governmental funds and the net position of the government-wide financial statements. (Note K)

The financial statement disclosures are neutral, consistent, and clear.

*Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

*Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The attached schedule summarizes an uncorrected misstatement of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. The following material misstatement detected as a result of audit procedures were corrected by management: an entry to record a prior period adjustment to correct an error in the calculation of the beginning accumulated depreciation amount.

*Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that are included in the management representation letter dated January 27, 2022.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Murfreesboro City Schools' financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Murfreesboro City Schools' auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to Management's Discussion and Analysis, Pension Data and OPEB data that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

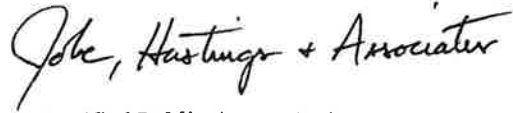
We were engaged to report on combining nonmajor fund financial statements, the nonmajor fund budgetary schedules, Schedule of Debt Service Requirements by Fiscal Year, Schedule of Changes in Long-term Debt by Individual Issue and the Schedule of Expenditures of State Awards and Schedule of Expenditures of Federal Awards, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory section, which accompany the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the information and use of Board of Education and the Director of Schools of the Murfreesboro City Schools, City Council of the City of Murfreesboro, management, and the State of Tennessee Office of the Comptroller and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in cursive script that reads "Jobe, Hastings + Associates". The signature is written in black ink and is positioned above the printed name of the firm.

Certified Public Accountants

**Murfreesboro City Schools**  
**June 30, 2021**  
**Schedule of Audit Differences**

Adjustment Description	Financial Statements Effect—Amount of Over (Under) Statement of:				
	Total Assets	Total Liabilities	Fund Balance/ Net Position	Revenues	Expenses
<i>Misstatements not corrected by management</i>					
<b>Write off of prior year liability in current year</b>					
(is not material, not required by GAAP if not material.)			(92,730)	92,730	
<b>Reimbursement recorded as income instead of expense reduction</b>					
General Purpose School Fund				79,767	(79,767)
<b>Net unadjusted audit differences</b>			<b>(92,730)</b>	<b>172,497</b>	<b>(79,767)</b>

**MINUTES**

**Board of Education Regular Meeting**

January 25, 2022 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, Becky Goff, Amanda Moore, and Jimmy Richardson.</p> <p>Staff: Dr. Trey Duke, Ralph Ringstaff, Sheri Arnette, Joe Marlin, Greg Lyles, Lisa Trail, Angela Fairchild, Kim Williams, Emily Spencer, Ynetia Campbell, Maryam Hill, April Zavisa, Kandy Powers and ESP Site Directors</p> <p>Assistant City Attorney Elizabeth Taylor and City Liaison Bill Shacklett</p>	Chair Butch Campbell
<p><b>A. Pledge of Allegiance</b> Procedural Item The Pledge of Allegiance was led by Brenyn Crismon, a 5th grade student at Erma Siegel Elementary, and Wheston Davis, a 6th grade student at Northfield Elementary. Ms. Brenyn Crismon also signed the pledge for the audience.</p>	
<p><b>B. Moment of Silence</b> Procedural Item</p>	
<p><b>II. APPROVAL OF AGENDA</b> Action Item Motion to approve the agenda. This motion, made by Ms. Roseann Barton and seconded by Jimmy Richardson III, passed. (7-0)</p>	Chair Butch Campbell
<p><b>III. COMMUNICATIONS</b> Information Item Mitchell Neilson Schools would like to thank Mars Pet Nutrition Company for adopting over 40 families at Christmas!</p> <p>Mitchell Neilson would also like to give a shout out to our community partner, First Baptist Church Castle Street, for donating tons of fresh fruit and other food items to be shared with our backpack food families!</p> <p>Murfreesboro City Schools would like to thank Read To Succeed for their generous donation of books to BOB (Books on a Bus).</p> <p>A special thank-you to Murfreesboro City government employees for their enormous donation of food to the Backpack Program. The donation was a result of their Pack the Packs Food Drive initiative. MCS received over 20,000 items in this donation.</p> <p>Congratulations to Cason Lane on receiving a \$3,500 TVA STEM grant titled "Fruits of our Labor" for beginning an orchard on their campus and to Hobgood for receiving a \$5,000 grant titled "Let the Music Ring" for an outdoor music area.</p> <p>Bradley's African American Cultural Celebration has been moved to February 24th at Patterson</p>	Mrs. Lisa Trail

<p>Park.</p> <p>MCS's job fair will be held on Saturday, Feb 12 at Scales Elementary. A virtual job fair will also be scheduled on the same date.</p> <p>These Murfreesboro City schools have been selected as Model of Demonstration (MOD) Schools for Response to Instruction and Intervention for Behavior (RTI2-B)! This recognition is based on the schools' partnership with the Tennessee Behavior Supports Project during the 2020-2021 school year. Congratulations are for in order for:</p> <p>Model of Demonstration Schools—Gold Level  Black Fox Elementary  Cason Lane Academy  Erma Siegel Elementary  Hobgood Elementary  John Pittard Elementary  Overall Creek Elementary  Reeves Rogers Elementary  Scales Elementary</p> <p>Model of Demonstration Schools—Silver Level  Discovery School</p> <p>Model of Demonstration Schools—Bronze Level  Mitchell-Neilson  Salem Elementary</p>	
<p>A. Spotlight on Education-School Board Appreciation Week  January 23-29  Procedural Item  Dr. Duke recognized the Board during the Spotlight on Education. It was National School Board Appreciation Week. Schools sent gifts to the board members and posters were hung around the chambers to thank the board for their hard work and dedication to the students of Murfreesboro City Schools.</p>	<p>Dr. Trey Duke</p>
<p>B. The Best of MCS-ESP Department  Procedural Item  Dr. Duke presented the Best of MCS certificate to Mrs. Kandy Powers to recognize the countless hours that Site Directors and ESP staff put in during the recent COVID surge in our schools. Dr. Duke also thanked the nurses for their hard work over the past few weeks.</p> <p>Chair Campbell added that this effort truly puts a stamp on what we do as a district with "the whole child." He said that this truly was a team effort. He thanked everyone involved.</p>	<p>Dr. Trey Duke</p>
<p><b>IV. CONSENT ITEMS</b>  Consent Agenda  Motion to approve consent agenda.. This motion, made by Mr. Wesley Ballard and seconded by Ms. Becky Goff, passed. (7-0)</p>	<p>Chair Butch Campbell</p>
<p>A. Approval of 12/14 Board Meeting Minutes and 1/11 Board Retreat Minutes  Consent Item</p>	
<p>B. Approval of School Fees  Consent Item</p>	

C. Minor Change to Board Policy Consent Item	
i. Approval of Board Policy 2.403 Surplus Property Sales Action Item	
D. Second Reading of Board Policies Consent Item	
E. Approval of Board Policy 6.313 Code of Behavior and Discipline on Second Reading Consent Item	
V. <b>ACTION ITEMS</b> Action Item	Chair Butch Campbell
A. Approval of Board Policy 6.306 Interference/Disruption of School Activities on Second Reading Action Item Motion to approve Board Policy 6.306 Interference/Disruption of School Activities on Second Reading. This motion, made by Ms. Roseann Barton and seconded by Mr. Wesley Ballard, passed. (7-0)	Dr. Trey Duke
B. Middle TN Electric Lighting Conversion at Bradley Academy Action Item Mr. Ringstaff explained to the board that through a partnership with United Way, Middle TN Electric was replacing two hundred lights at Bradley Academy with LED bulbs. He told the board that this was a cost of about \$18000.00 for lights and \$7000 for labor, with a total cost of \$25,000 being donated to Bradley Academy. The major advantage of this project would be longer bulb life and the savings on energy costs.  Mr. Ringstaff thanked Ella Weaver of the United Way and Jay Sanders with MTE for coordinating this endeavor. He also thanked Touchstone Energy Cooperatives, National Rural Electric Cooperatives Association, Tennessee Valley Authority, TN Electric Cooperative Association, and United Way. Motion to approve the Middle TN Electric Lighting Conversion at Bradley Academy.. This motion, made by Jimmy Richardson III and seconded by Ms. Amanda Moore, passed. (7-0)	Mr. Ralph Ringstaff
C. Approval of ESSER 3.0 Public Plan-Federal Relief Spending Addendum and Safe Return to In-person Instruction and Continuity of Services Plan Action Item Dr. Duke explained that the ESSER Spending Addendum must be approved and posted on the district website. He told the board that no changes had been made at this time and that this document meets the requirement for board approval.  Mr. Ballard asked if this approval would take place every six months to validate ESSER. Dr. Duke explained that all addendums would be brought before the board for approval. Motion to approve the ESSER 3.0 Public Plan-Federal Relief Spending Addendum and Safe Return to In-Person Instruction and Continuity of Services Plan. This motion, made by Jimmy Richardson III and seconded by Mr. David Settles, passed. (7-0)	Dr. Trey Duke
D. Approval of Budget Transfers-Amendments Action Item	Dr. Trey Duke
i. Approval of the New Federal Grant and Increased Grant Allocations  Action Item Motion to approve the New Federal Grant and Increased Grant Allocations. This motion, made by Jimmy Richardson III and seconded by Ms. Amanda Moore, passed. (7-0)	Dr. Trey Duke
ii. Approval of Existing Federal Grant Revisions	Dr. Trey Duke

<p>Action Item  Motion to approve the Existing Federal Grant Revisions. This motion, made by Ms. Roseann Barton and seconded by Mr. David Settles, passed. (7-0)</p>	
<p><b>VI. REPORTS AND INFORMATION</b>  Information Item</p>	Chair Butch Campbell
<p>A. Zoning Report  Information Item  Dr. Duke presented a PowerPoint with a brief overview of the new zoning proposal. The board had already discussed the minimal zoning plan at the January 11th board retreat, but Dr. Duke wanted to make it public. He explained that there would be upcoming town hall meetings to get feedback from concerned parents.</p>	Dr. Trey Duke
<p>B. Personnel Report  Information Item</p>	Mr. Ralph Ringstaff
<p>C. Enrollment (PTR) Report  Information Item</p>	Mr. Joe Marlin
<p>D. Revenue and Expenditure Report for December  Information Item</p>	Ms. Kim Williams
<p>E. Director's Update  Information Item  Dr. Duke told the board that the community zoning meetings would be held at Overall Creek on January 27 from 5:30-6:30, at Salem on January 31 from 4:30-5:30, and a virtual meeting on February 1 at 3:30.</p> <p>Dr. Duke told the board that it was mentioned at the January 11th board retreat that we should host a joint legislative forum with Rutherford County. He said that Lisa VanCleave was getting that together and would send the date out for that meeting soon.</p> <p>Lastly, Dr. Duke thanked the board again for their hard work and wished them all a Happy School Board Appreciation Week.</p>	Dr. Trey Duke
<p><b>VII. OTHER BUSINESS</b>  Information Item</p>	Chair Butch Campbell
<p><b>VIII. ADJOURNMENT</b>  Action Item  The meeting adjourned at 6:42 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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Director of Schools



February 22, 2022

The following employees, who are in a position for which a teaching license is required, have met all of the requirements to attain tenure under TCA 49-5-503 and board policy 5.117. These employees have completed the required number of years with Murfreesboro City Schools and have obtained an overall performance effectiveness level of “above expectations” or “significantly above expectations” for the last two consecutive years.

COURTNEY BAKER	BLACK FOX	MARIAN EVILSIZER	OVERALL CREEK
KRISTA GRIMES	BLACK FOX	MELISSA HORN	OVERALL CREEK
BETHANEY MCCLATCHEY	BLACK FOX	KASEY LANDRETH	OVERALL CREEK
LAURA LEIGH FOSTER	BRADLEY	CHRISTY S MOORE	OVERALL CREEK
TRISHA HARRIS	BRADLEY	DANYA PACE	OVERALL CREEK
TAYLOR WITSAMAN	BRADLEY	AMANDA TURNBO	OVERALL CREEK
MARYBETH YOUNG	BRADLEY	GAIL BOYD	REEVES ROGERS
RACHEL CAIRO	CASON LANE	SHAE MIGA	REEVES ROGERS
MALLORY CLARK	CASON LANE	MALIA RANKINS	REEVES ROGERS
LAURA GAVIN	CASON LANE	KIMBERLY KAHLE	SALEM
JACQUELINE KELLER	CASON LANE	EMILY PETTY	SALEM
ZENA MOHSEN	CASON LANE	KIRSTYN TACKETT	SALEM
HILARY NUNLEY	CASON LANE	JULIE BERRY	SCALES
CHRISTA CAMPBELL	DISCOVERY	AMANDA MCBRYAR	SCALES
KELSEY MCKNIGHT	DISCOVERY	JODIE MCGINNIS	SCALES
KRISTIN BOWERS	HOBGOOD		
MEGAN MAYTON	HOBGOOD		
ABBEY THOMAS	HOBGOOD		
WHITNEY DIXON	JOHN PITTARD		
ALMA SALAZAR	JOHN PITTARD		
CORREY BROWN	MNS		
LARA CLEMENTI	MNS		
TRICIA O’CONNELL	MNS		
TERRILYN NOBLIN	MNS		
NANCY JOHNSON	NF		
ALICIA PIERCE	NF		
NELL SIMPSON	NF		
BRITTNEY TATE	NF		
AMANDA C BROWN	OVERALL CREEK		



2552 South Church Street, Suite 100  
Murfreesboro, TN 37127-6342  
615-893-2313 fax 615-893-2352  
[cityschools.net](http://cityschools.net)

**To: Board of Education**

**RE: Approval of Rezoning for the 2022-2023 School Year**

**Board Meeting Date: February 22, 2022**

We are seeking approval of the proposed zoning changes to take effect for the 2022-2023 school year. This proposal would remove students from the Overall Creek Elementary and Salem Elementary School zone to help address capacity and overcrowding issues.

The proposed plan would consist of the following changes:

- Approximately 110 students from the Overall Creek Elementary will be rezoned to the Northfield Elementary zone.
- Approximately 133 students from the Salem Elementary will be rezoned to the Cason Lane Academy zone.
- Approximately 121 students from the Salem Elementary will be rezoned to the Black Fox Elementary zone.

No changes have been made to the locations being rezoned, however, we are proposing changes to the grandfathering policy based on feedback gathered during the community meetings.

Under the original grandfathering proposal, in-city 5<sup>th</sup> and 6<sup>th</sup> graders are eligible to be grandfathered in to their closed zone school with 4<sup>th</sup> graders also being eligible at Salem. The new proposal adds out-of-city 5<sup>th</sup> graders as eligible for grandfathering.

In addition to the zoning changes, the following schools will be listed as closed zone schools for the 2022-2023 school year:

- Black Fox Elementary
- Cason Lane Academy
- Overall Creek Elementary
- Salem Elementary
- Scales Elementary

# Murfreesboro City Schools

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## Proposed Minor Rezoning Plan for the 2022-2023 School Year

*School Board Presentation  
January 11<sup>th</sup> 2022*

*Submitted Version I*

## District Committee Members

**Dr. Trey Duke**

*Director of Schools*

*trey.duke@cityschools.net*

**Ralph Ringstaff**

*Assistant Superintendent of Human Resources and ESP*

*ralph.ringstaff@cityschools.net*

**Joe Marlin**

*Assistant Superintendent of Student Support Services*

*joe.marlin@cityschools.net*

**Lisa Trail**

*Director of Communications and Strategic Initiatives*

*lisa.trail@cityschools.net*

**Tyra Murray**

*Attendance Generalist*

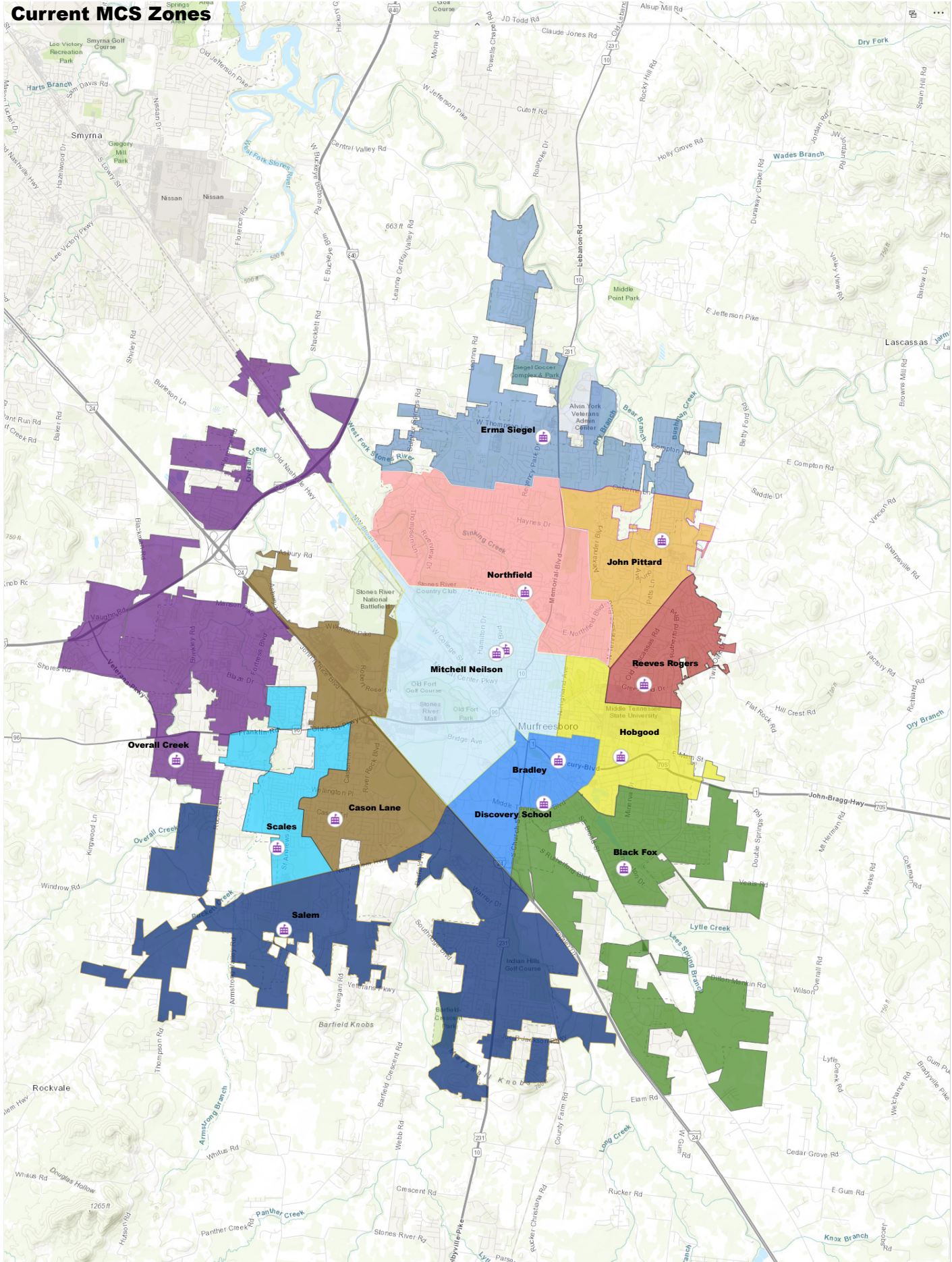
*tyra.murray@cityschools.net*

**April Zavis**

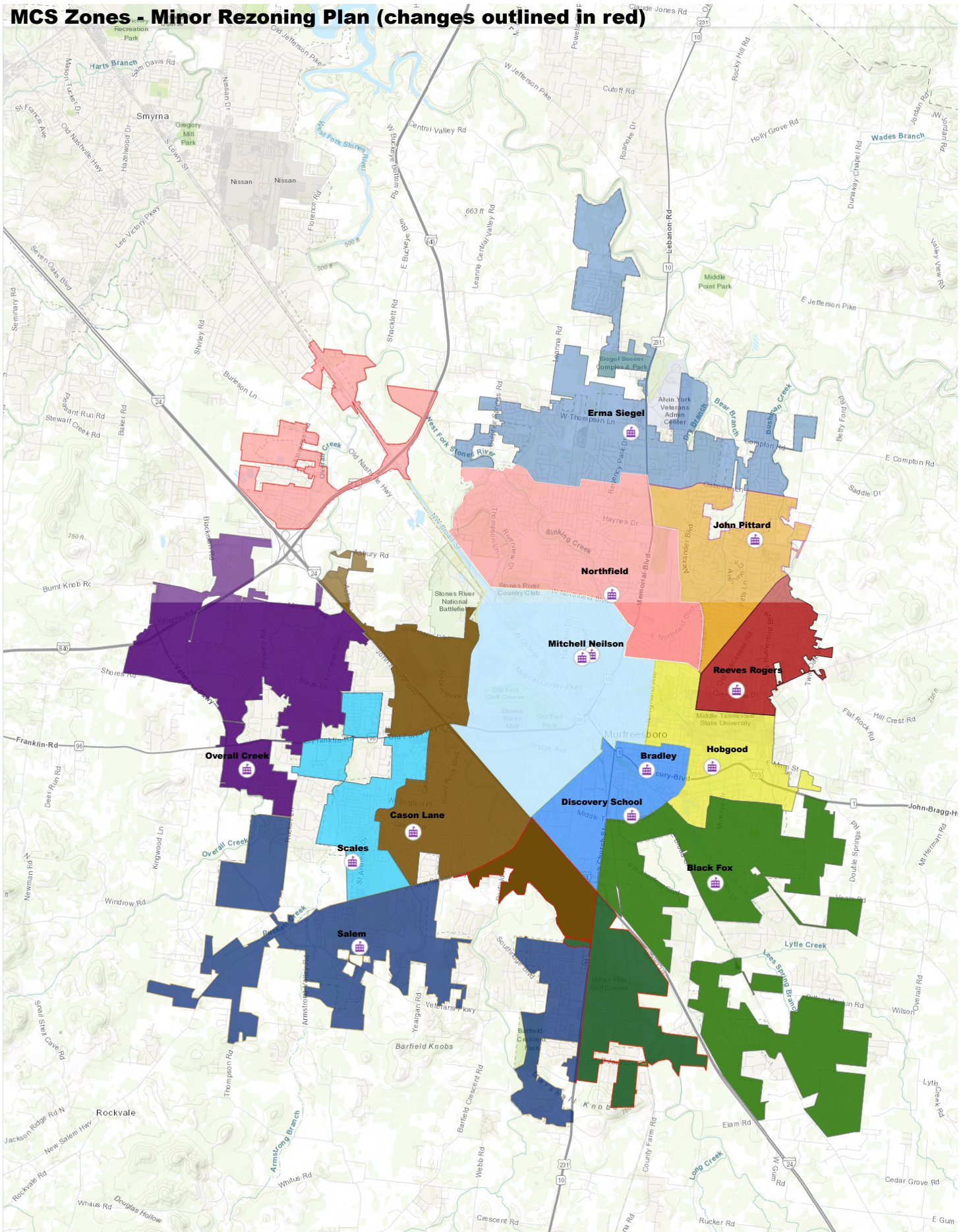
*Director of Technology*

*april.zavis@cityschools.net*

# Current MCS Zones

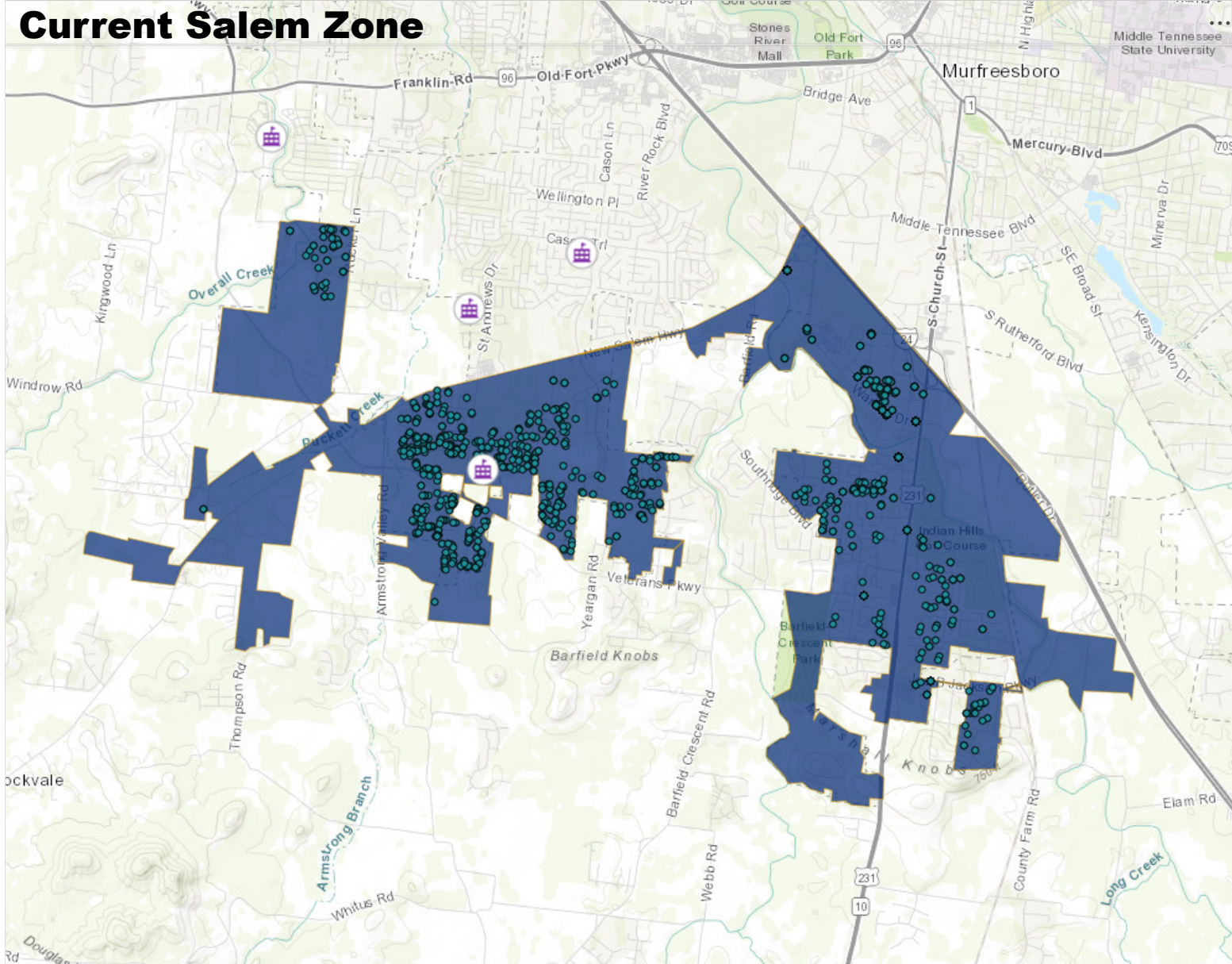


# MCS Zones - Minor Rezoning Plan (changes outlined in red)





# Current Salem Zone



## Current MCS students within zone

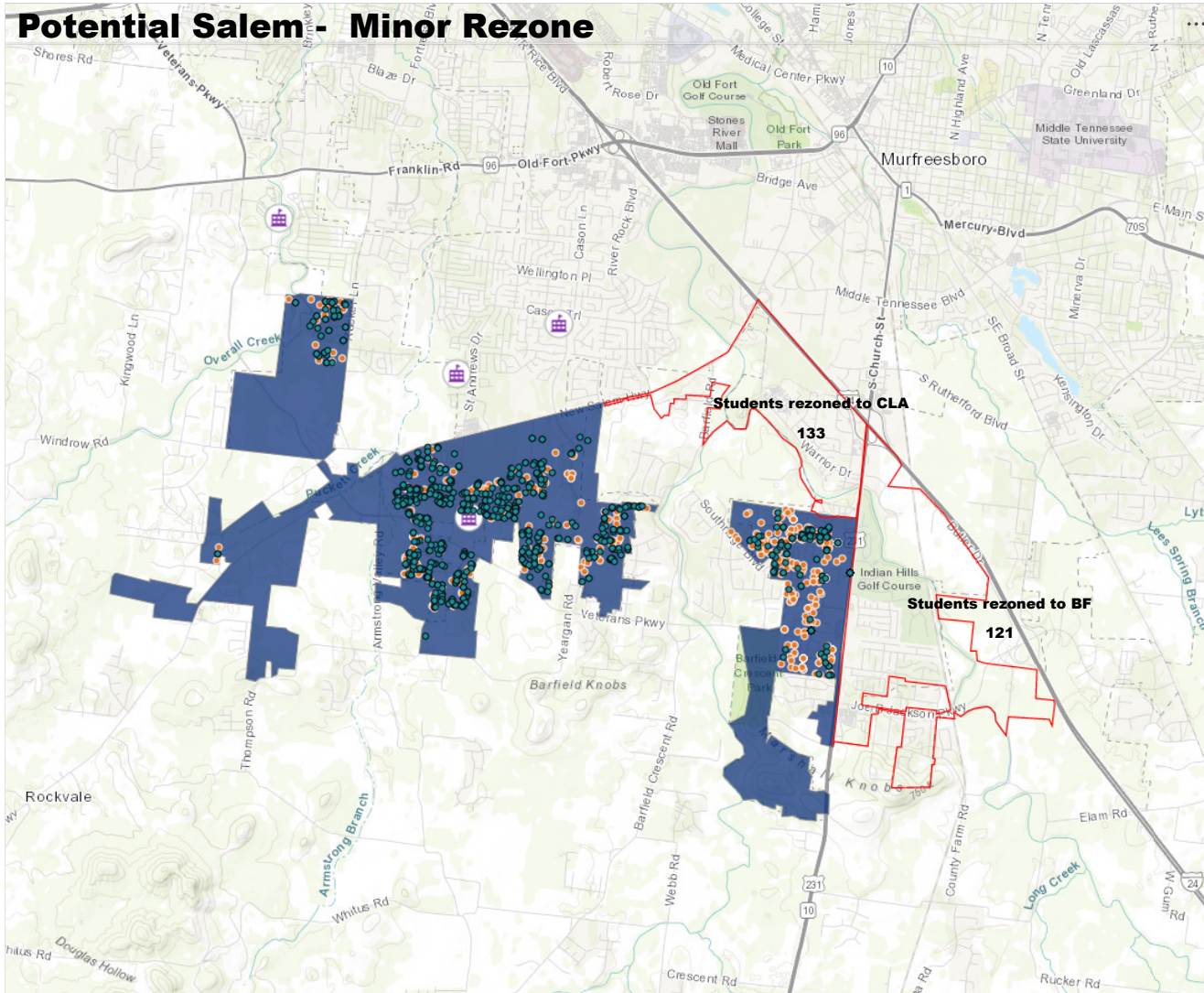
PK - 5th = 1045 (green)

Direct Cert = 216 (21%)

Transported = 560

**Period 2 Enrollment = 1105**

# Potential Salem - Minor Rezone



**Current MCS students within proposed zone**

Rising K - 6th = 898\* (-177)

Direct Cert = 126 (14%)

Transported = 426

Students attending RCS K-4 = 376 (orange)

**Period 2 Enrollment = 1105**

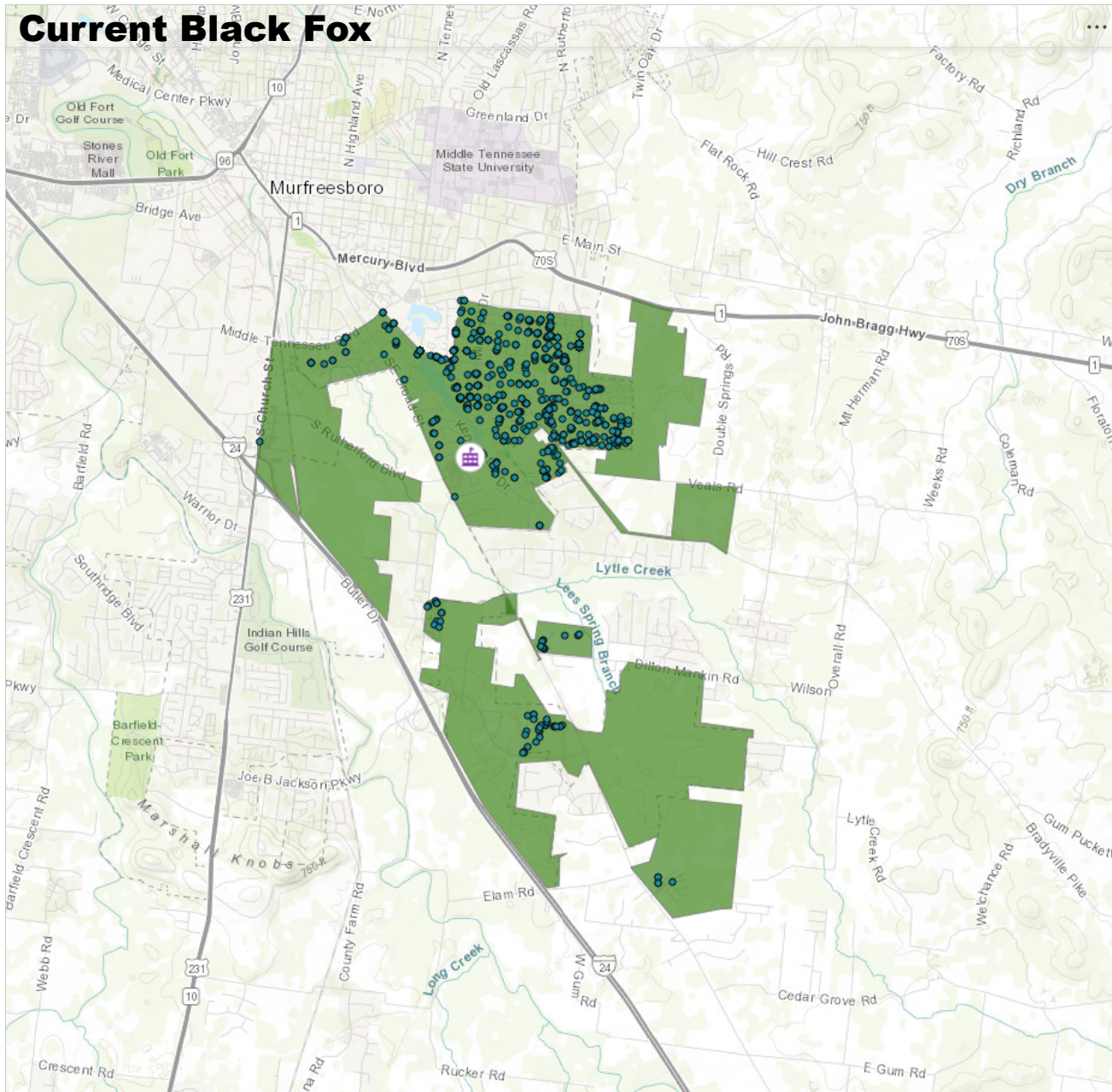
**3-5 Year Potential Growth**

Low 329.03 to High 588.61

**Potential Seats = 1050**

\*Includes predicted K and 6th

# Current Black Fox



**Current MCS students within current zone**

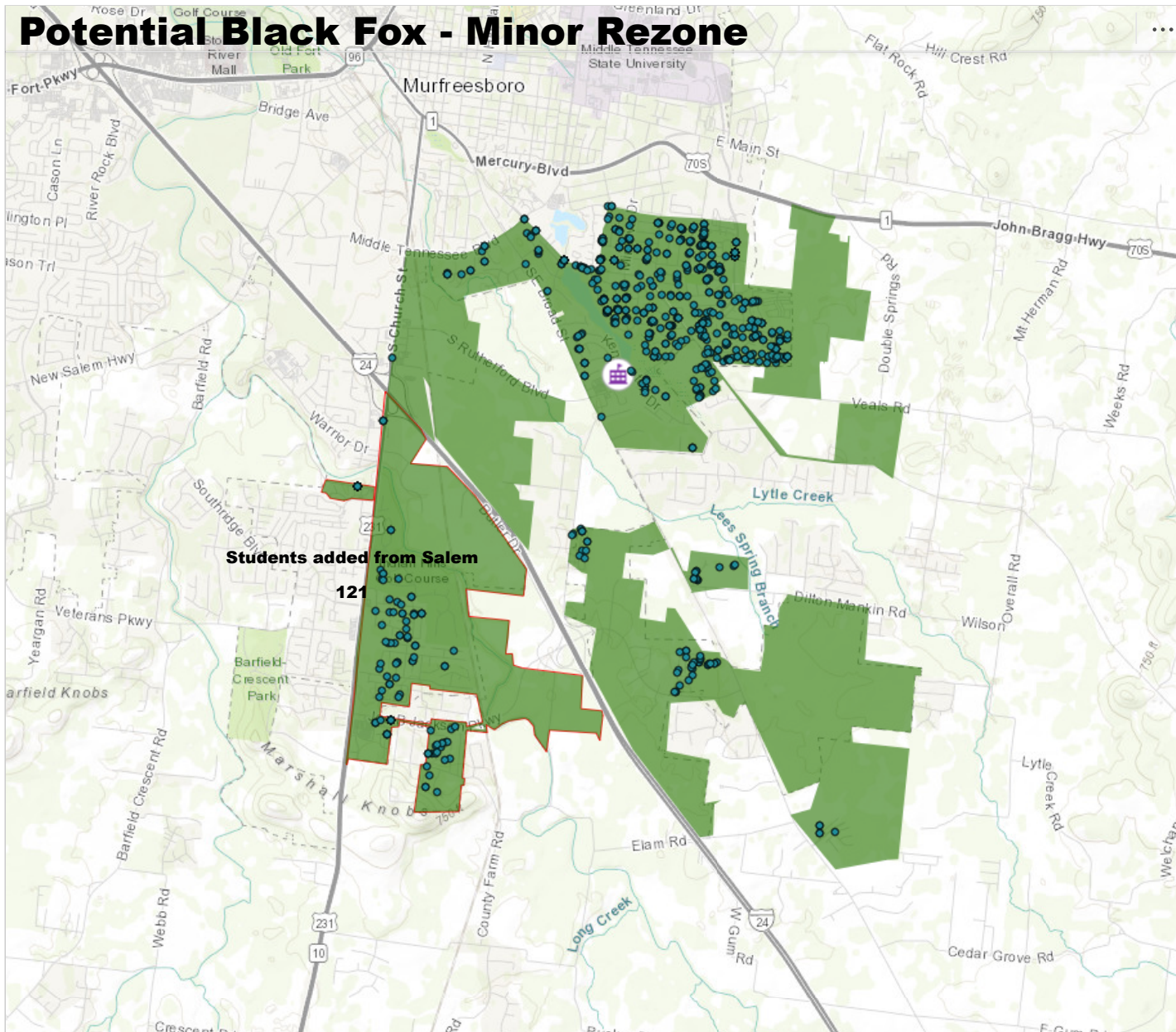
PK - 5th = 693

Direct Cert = 276 (40%)

Transported = 399

**Period 2 Enrollment = 866**

# Potential Black Fox - Minor Rezone



## Current MCS students within potential zone

Rising K-6th = 861\* (+168)  
Direct Cert = 306 (36%)  
Transported = 441

**Period 2 Enrollment = 866**

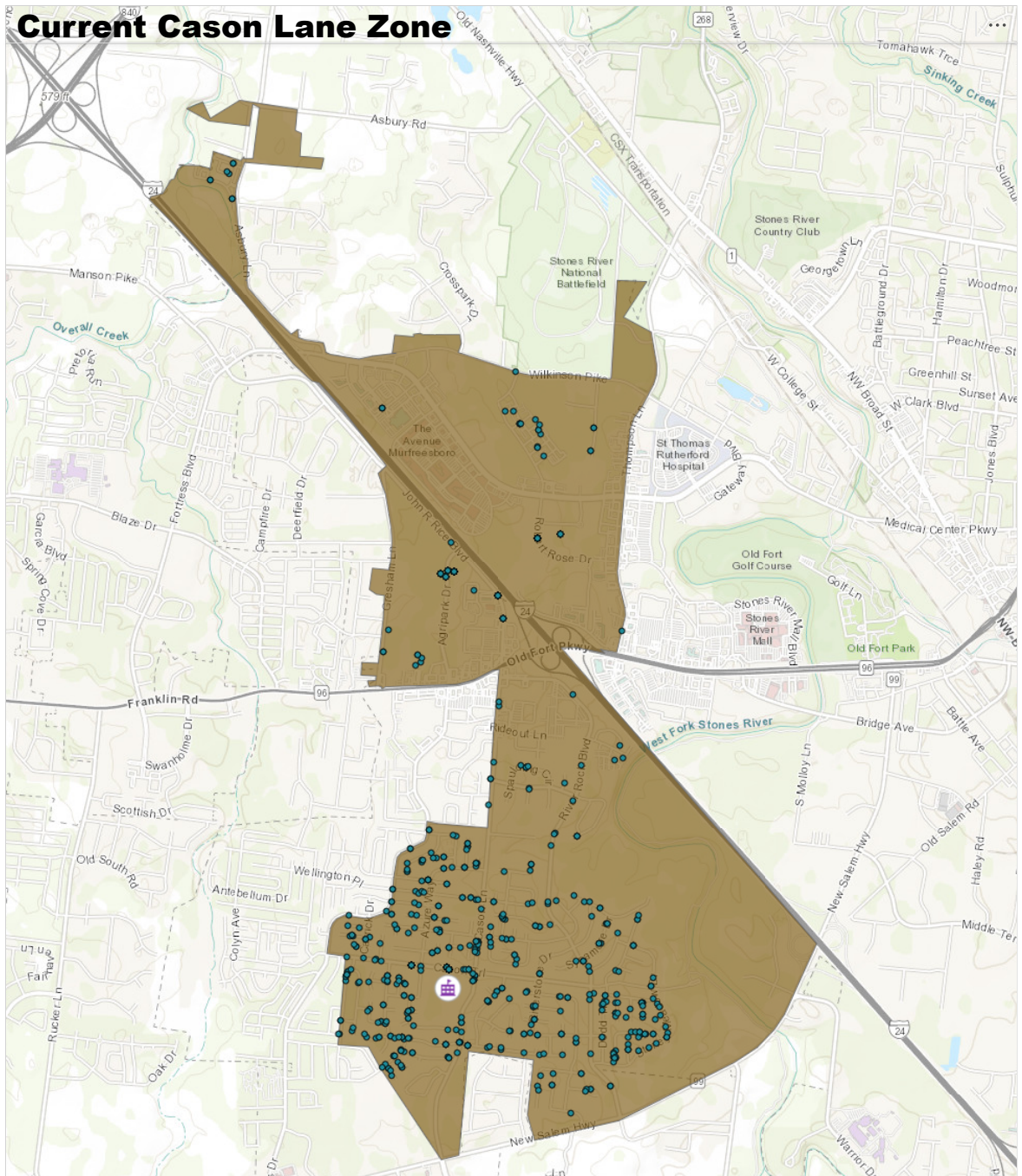
## 3-5 Year Potential Growth

Low 269.22 to High 482.18

**Potential Seats = 970**

\*Includes predicted K and 6th

# Current Cason Lane Zone

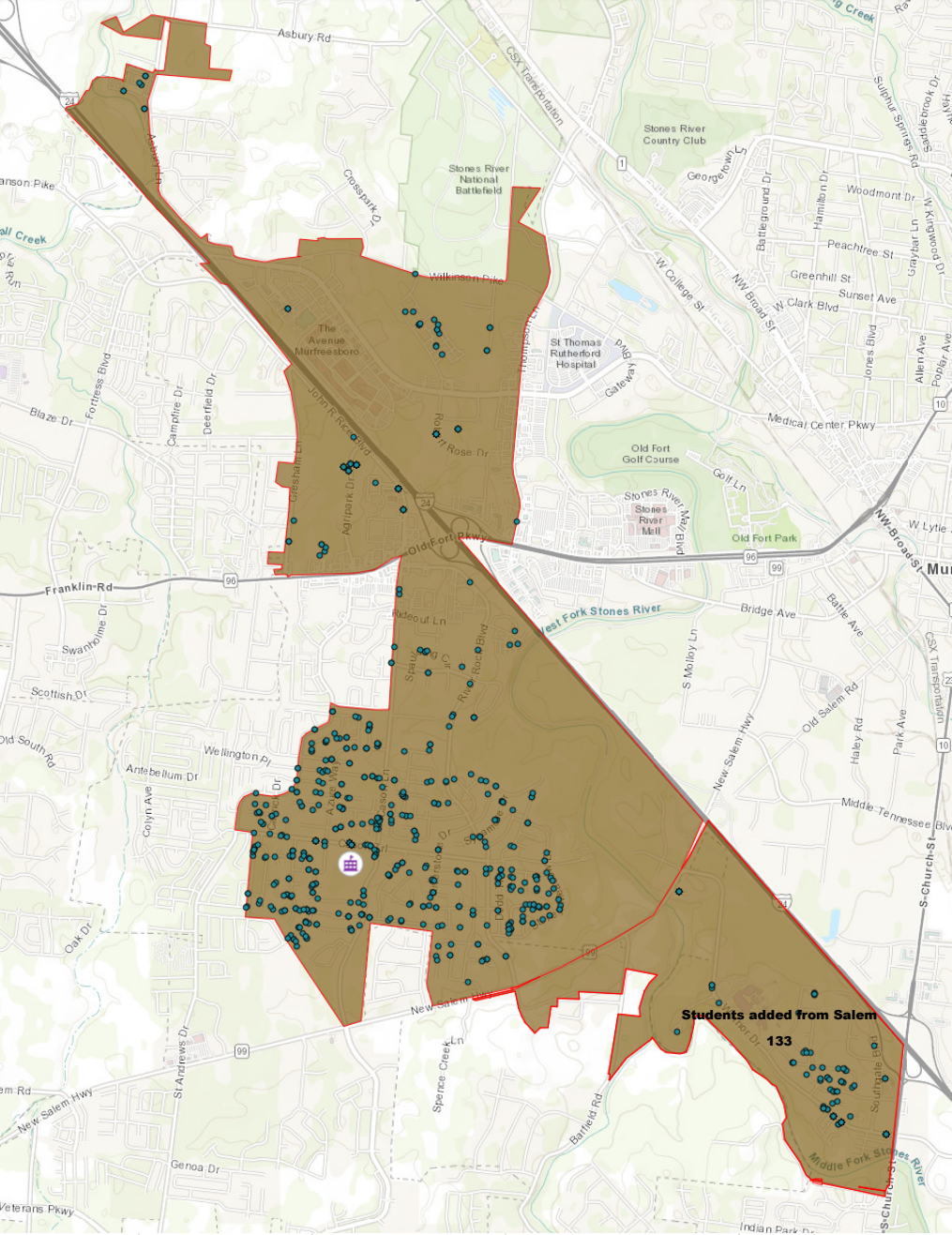


## Current MCS students within current zone

PK - 5th = 675  
Direct Cert = 200 (30%)  
Transported = 171

**Period 2 Enrollment = 777**

# Potential Cason Lane- Minor Rezoning



**Current MCS students within potential zone**

- Rising K-6th = 778\* (+103)
- Direct Cert = 262 (34%)
- Transported = 263

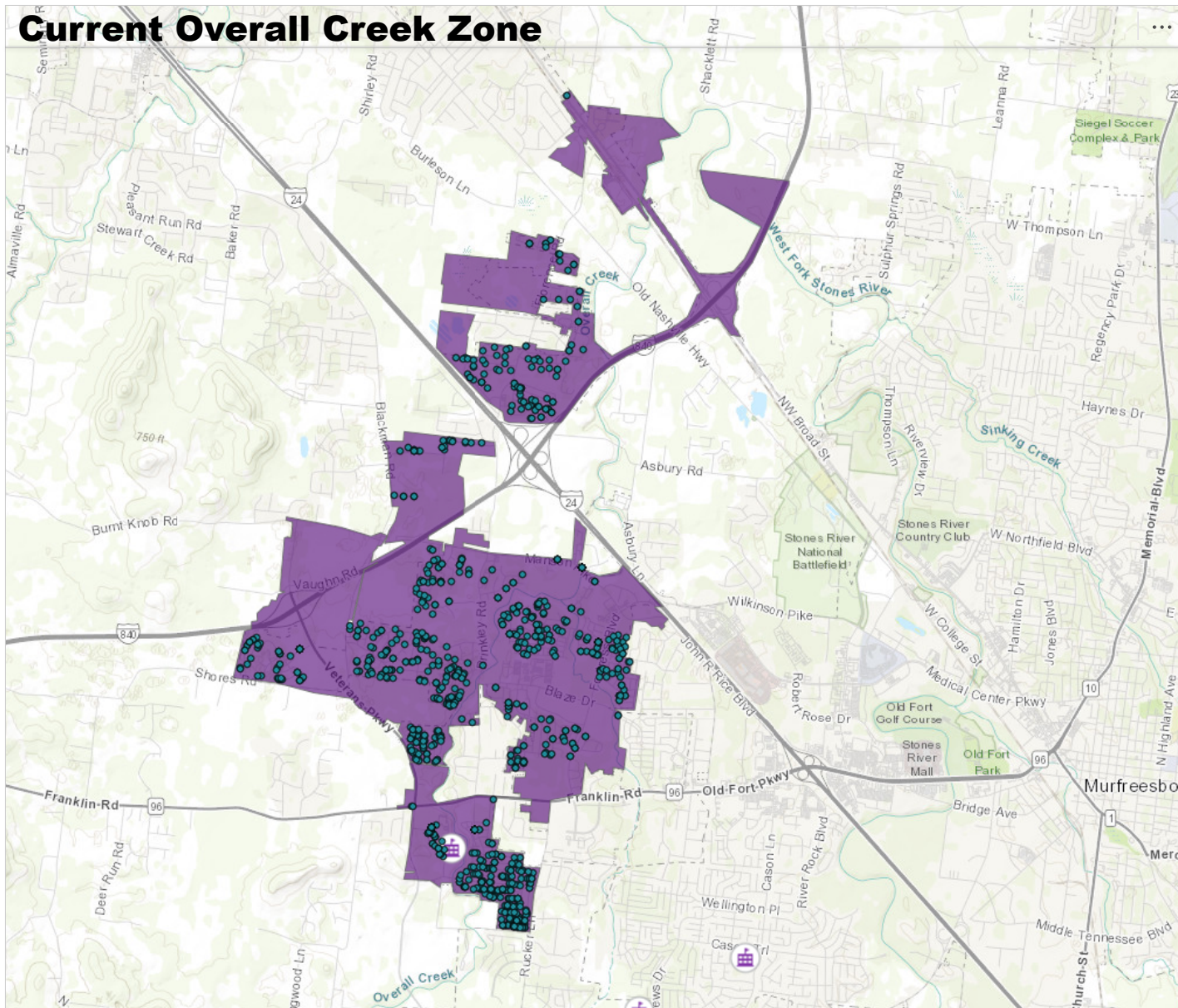
**Period 2 Enrollment = 777**

**3 - 5 Year Potential Growth**  
Low 118.81 to High 221.78

**Potential Seats = 900**

\*Includes predicted K and 6th

# Current Overall Creek Zone



## Current MCS students within zone

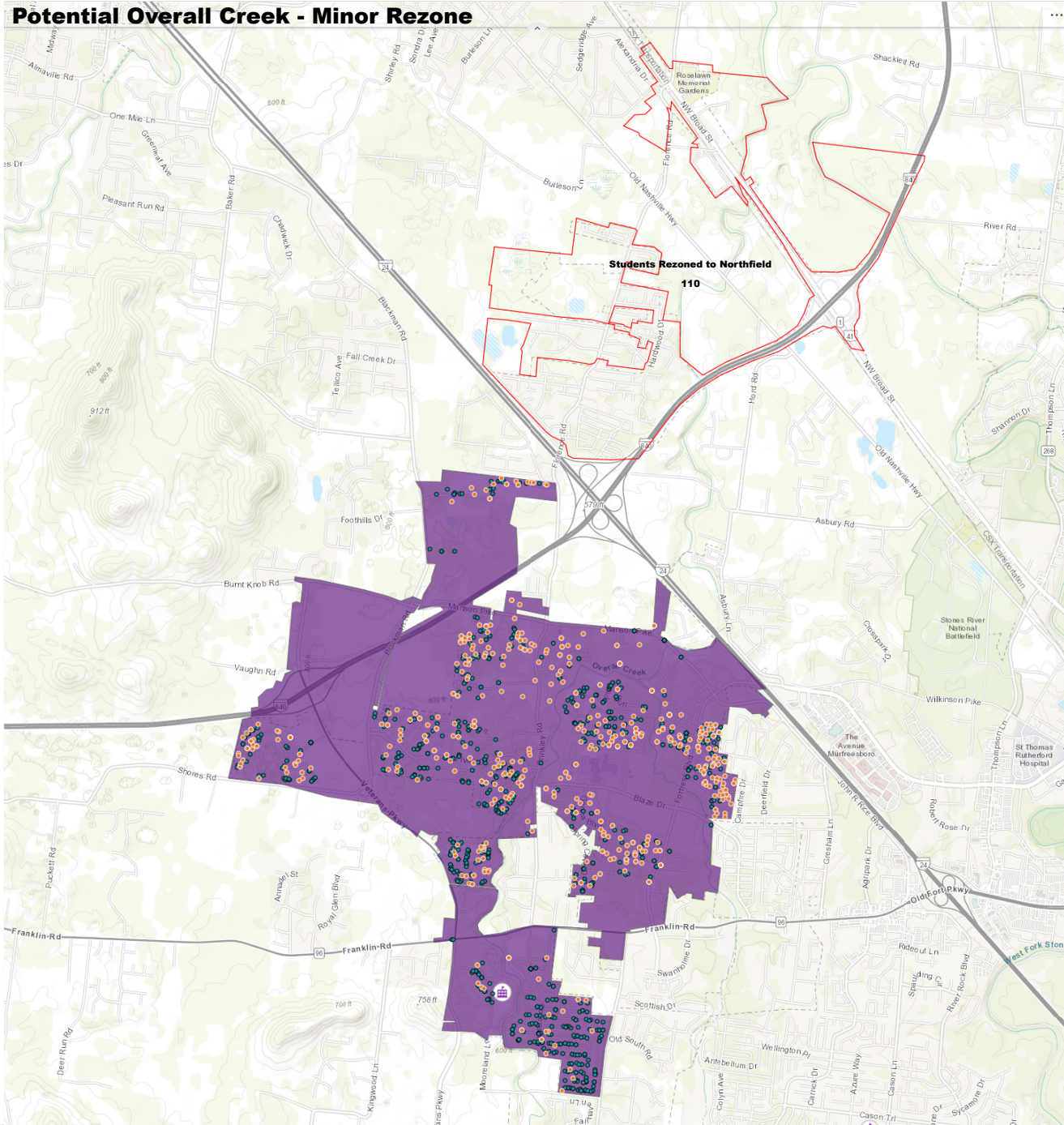
PK - 5th = 1045

Direct Cert = 98 (10%)

Transported = 544

**Period 2 Enrollment = 998**

# Potential Overall Creek - Minor Rezone



**Current MCS students within potential zone**

Rising K - 6th = 939\* (-69)  
Direct Cert = 83 (10%)  
Transported = 453

Students attending RCS K-4 = 646 (orange)

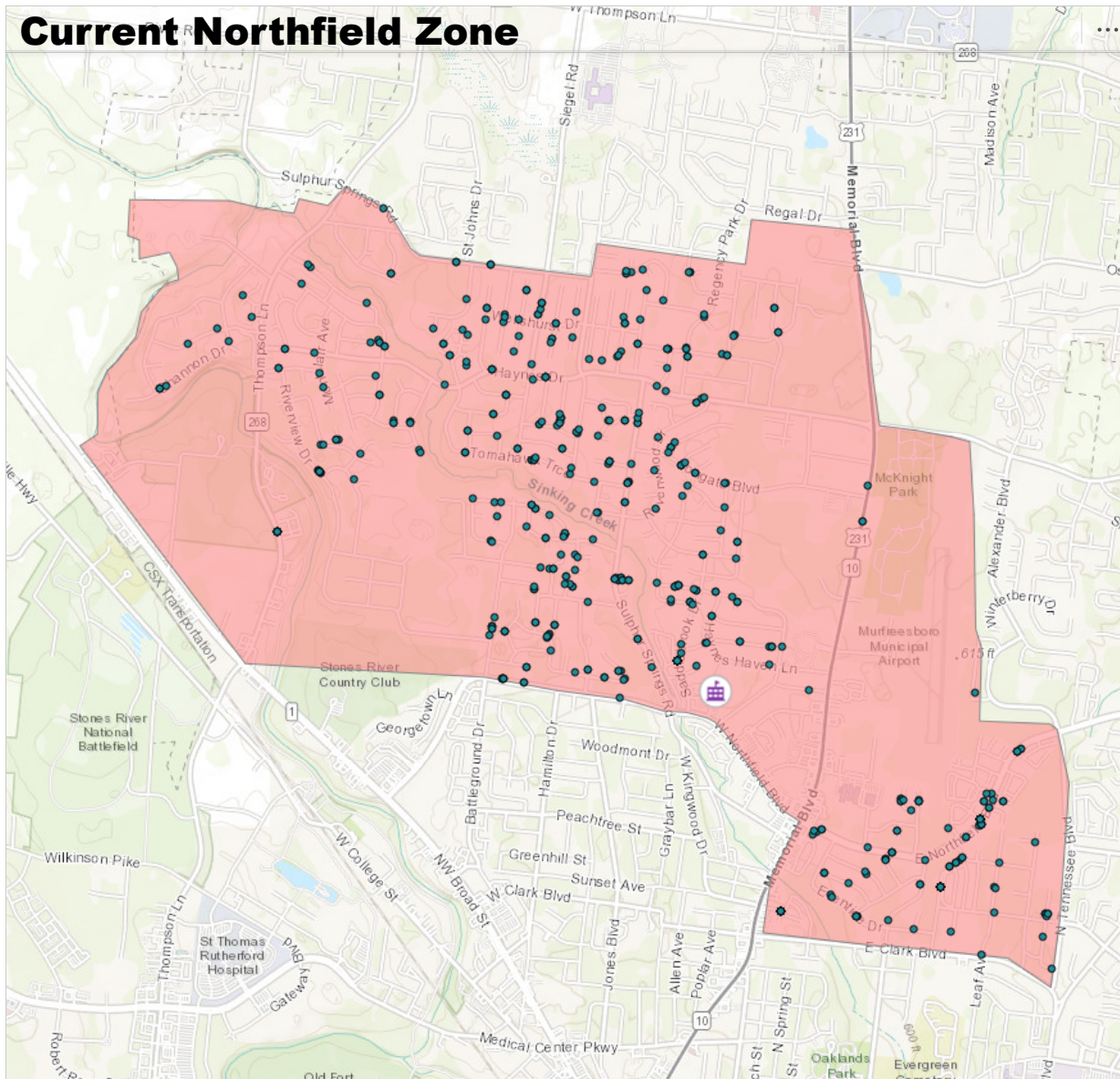
**Period 2 Enrollment = 998**

**3-5 Year Potential Growth**  
Low 110.5 to High 195

**Potential Seats = 1100**

\*Includes predicted K and 6th

# Current Northfield Zone



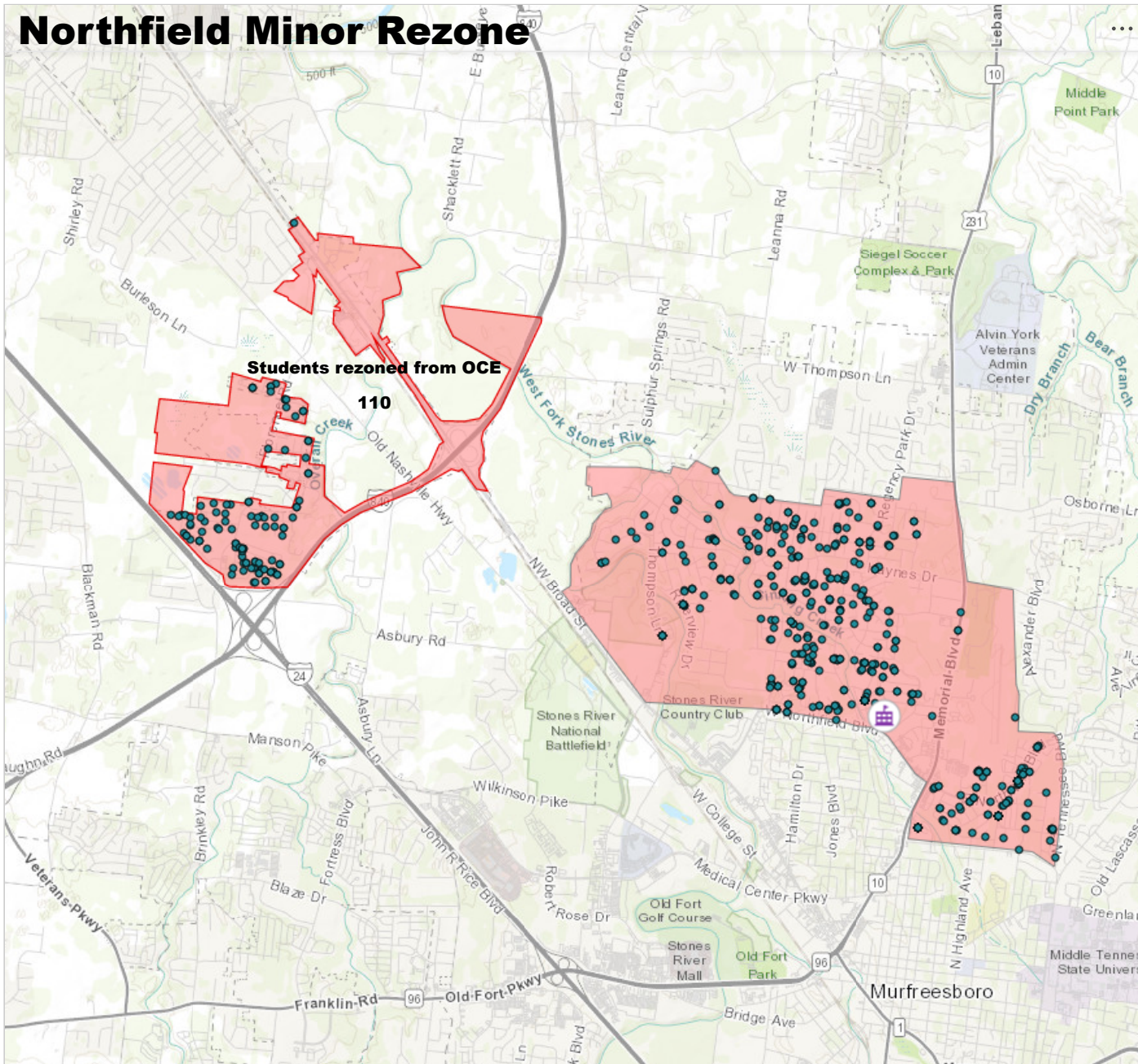
## Current MCS students within current zone

PK - 5th = 536

Direct Cert = 158 (29%)

Transported = 192

**Period 2 Enrollment = 661**



**Current MCS Students within potential zone**

Rising K-6th = 643\* (+239)  
 Direct Cert = 171(27%)  
 Transported = 259

**Period 2 Enrollment = 661**

**3-5 Year Potential Growth**

Low = 13.6 to High 24.76

**Potential Seat = 775**

\*Includes predicted K and 6th



## **RECOMMENDED GRANDFATHERING AND SIBLING ATTENDANCE PLAN FOR REZONING PROPOSAL**

### **GRANDFATHERING RULE:**

- If rezoned to a new school, rising 5<sup>th</sup> and 6<sup>th</sup> grade in-city students may remain in their current school or attend their new zoned school. If they remain in their current school, no transportation service would be available for this option. Students can complete their elementary schooling at the school if they can provide their own transportation and if MCS has the type of class offered to appropriately educate the student.
- For Salem Elementary, the grandfathering rule would apply to rising 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> graders who reside in the city limits. This ensures the district is not moving a student to more than 2 schools during their elementary years.

### **SIBLING RULE (Grandfathered Students):**

- Younger siblings who have a sibling taking advantage of the grandfathering option can attend the grandfathered school along with the sibling as long as both were in the school when this zoning plan was implemented (2022-2023). The younger siblings can remain in the grandfathered school as long as the grandfathered student remains at the school and MCS has the type of class offered to appropriately educate the student. No transportation service will be available for this option if they remain out-of-zone under the sibling rule.

### **Out-of-Zone Waivers**

- Salem, Overall Creek, Cason Lane, Black Fox, and Scales will be considered closed zone schools and will not accept or renew any out-of-city waivers for the 2022-2023 school year unless it is attached to MCS employment. Rising in-city 5<sup>th</sup> and 6<sup>th</sup> grade students and rising out-of-city 5<sup>th</sup> graders on zone waivers will follow the grandfathering rule outlined above.
- These students may apply for a zone waiver at another open-zone MCS school with available space that is accepting waivers.
- Proposed Open Zone Schools: Bradley, Erma Siegel, Hobgood, John Pittard, Mitchell-Neilson, Northfield, Reeves-Rogers.

### **OUT-OF-ZONE RULE: (Applies to all students grandfathering or following a sibling)**

- Grandfathered and sibling students will require an "Out-of-Zone Waiver" form to be filled out each year to go through the out-of-zone evaluation process. Students attending an out-of-zone school have to meet specific criteria to maintain the out-of-zone privilege. Students not meeting the criteria will forfeit their out-of-zone status and be reassigned to their zoned school or another MCS school as determined by the district.

## GRANDFATHERING AND SIBLING ATTENDANCE PLAN FOR REZONING PROPOSAL

	<b>In-City Students</b>	<b>Out-of-City Students</b>
<b>Who is grandfathered at close zone schools?</b>	<ul style="list-style-type: none"> <li>• Rising 5<sup>th</sup>/6<sup>th</sup> graders</li> <li>• Rising 4<sup>th</sup>/5<sup>th</sup>/6<sup>th</sup> graders for Salem only</li> </ul>	<ul style="list-style-type: none"> <li>• No students eligible for grandfathering except for rising out-of-city 5<sup>th</sup> grade students.</li> </ul>
<b>Sibling Rule</b>	<ul style="list-style-type: none"> <li>• Younger siblings with an older sibling taking advantage of the grandfather option.</li> <li>• Includes kindergarten students for 2022-2023</li> <li>• Siblings must move to their new school once the grandfathered sibling leaves the school.</li> </ul>	<ul style="list-style-type: none"> <li>• Younger siblings of rising out-of-city 5<sup>th</sup> graders taking advantage of the grandfather option.</li> <li>• Includes kindergarten students for 2022-2023</li> <li>• Siblings must move to their new school once the grandfathered sibling leaves the school.</li> </ul>
<b>How does this impact students currently on zone waivers during the 2021-2022 school year at closed zone schools?</b>	<ul style="list-style-type: none"> <li>• Rising in-city 5<sup>th</sup> and 6<sup>th</sup> grade students will follow the grandfathering and sibling rule.</li> </ul>	<ul style="list-style-type: none"> <li>• Rising out-of-city 5<sup>th</sup> graders will follow the grandfathering and sibling rule.</li> </ul>
<b>Who must go to the new zoned school?</b>	<ul style="list-style-type: none"> <li>• All students not eligible to be grandfathered including those on current zone waivers unless it is attached to MCS employment at closed zone schools.</li> </ul>	<ul style="list-style-type: none"> <li>• All non-employee related, out-of-city waivers from all closed zone schools unless they meet the rule outlined above. These students may submit a waiver for another open zone MCS school.</li> </ul>
<b>Which schools will accept/renew current zone waivers</b>	<ul style="list-style-type: none"> <li>• Bradley, Erma Siegel, Hobgood, John Pittard, Mitchell-Neilson, Northfield, Reeves-Rogers.</li> </ul>	<ul style="list-style-type: none"> <li>• Bradley, Erma Siegel, Hobgood, John Pittard, Mitchell-Neilson, Northfield, Reeves-Rogers.</li> </ul>
<b>Which schools are closed zone schools and will NOT accept/renew zone waivers.</b>	<ul style="list-style-type: none"> <li>• Salem, Overall Creek, Cason Lane, Black Fox, and Scales</li> </ul>	<ul style="list-style-type: none"> <li>• Salem, Overall Creek, Cason Lane, Black Fox, and Scales</li> </ul>

Zone waivers for children of MCS employees will be allowed for all schools.

## PTR PER 4 2021-2022 / PROJECTIONS FOR 2022-2023

	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>BF PER 4 21-22</b>	134	7	19.14	117	6	19.50	112	6	18.67	117	6	19.50	480	25	19.20	102	5	20.40	107	5	21.40	84	4	21.00	293	14	20.93	773
<b>BF PROJ 22-23</b>	135	7	19.29	147	7	21.00	114	6	19.00	114	6	19.00	510	26	19.62	103	5	20.60	90	5	18.00	70	3	23.33	263	13	20.23	773
<b>BR PER 4 21-22</b>	49	3	16.33	48	3	16.00	56	3	18.67	51	3	17.00	204	12	17.00	49	3	16.33	44	3	14.67	40	2	20.00	133	8	16.63	337
<b>BR PROJ 22-23</b>	50	3	16.67	49	3	16.33	52	3	17.33	59	3	19.67	210	12	17.50	54	3	18.00	54	3	18.00	40	2	20.00	148	8	18.50	358
<b>CLA PER 4 21-22</b>	111	6	18.50	91	5	18.20	98	5	19.60	96	5	19.20	396	21	18.86	97	5	19.40	100	5	20.00	35	2	17.50	232	12	19.33	628
<b>CLA PROJ 22-23</b>	110	6	18.33	102	5	20.40	111	6	18.50	106	5	21.20	429	22	19.50	108	5	21.60	94	5	18.80	30	2	15.00	232	12	19.33	661
<b>DS PER 4 21-22</b>	60	3	20.00	60	3	20.00	61	3	20.33	60	3	20.00	241	12	20.08	65	3	21.67	66	3	22.00	26	1	26.00	157	7	22.43	398
<b>DS PROJ 22-23</b>	60	3	20.00	60	3	20.00	60	3	20.00	61	3	20.33	241	12	20.08	60	3	20.00	64	3	21.33	25	1	25.00	149	7	21.29	390
<b>ES PER 4 21-22</b>	125	7	17.86	99	6	16.50	117	6	19.50	119	6	19.83	460	25	18.40	117	5	23.40	131	6	21.83	22	1	22.00	270	12	22.50	730
<b>ES PROJ 22-23</b>	116	6	19.33	134	7	19.14	111	6	18.50	123	6	20.50	484	25	19.36	125	6	20.83	121	6	20.17	25	1	25.00	271	13	20.85	755
<b>HG PER 4 21-22</b>	97	5	19.40	102	6	17.00	83	4	20.75	91	5	18.20	373	20	18.65	86	4	21.50	81	4	20.25	58	3	19.33	225	11	20.45	598
<b>HG PROJ 22-23</b>	105	5	21.00	110	6	18.33	118	6	19.67	87	5	17.40	420	22	19.09	94	5	18.80	86	4	21.50	60	3	20.00	240	12	20.00	660
<b>JP PER 4 21-22</b>	106	6	17.67	102	6	17.00	103	6	17.17	117	7	16.71	428	25	17.12	110	6	18.33	110	5	22.00	52	3	17.33	272	14	19.43	700
<b>JP PROJ 22-23</b>	110	6	18.33	114	6	19.00	113	6	18.83	113	7	16.14	450	25	18.00	126	6	21.00	115	5	23.00	50	2	25.00	291	13	22.38	741
<b>MN PER 4 21-22</b>	85	5	17.00	67	4	16.75	94	5	18.80	89	5	17.80	335	19	17.63	97	5	19.40	73	4	18.25	44	2	22.00	214	11	19.45	549
<b>MN PROJ 22-23</b>	85	5	17.00	92	5	18.40	80	4	20.00	104	5	20.80	361	19	19.00	97	5	19.40	101	5	20.20	40	2	20.00	238	12	19.83	599
<b>NF PER 4 21-22</b>	93	5	18.60	88	5	17.60	103	5	20.60	89	5	17.80	373	20	18.65	70	4	17.50	82	4	20.50	41	2	20.50	193	10	19.30	566
<b>NF PROJ 22-23</b>	95	5	19.00	100	5	20.00	100	5	20.00	110	6	18.33	405	21	19.29	94	5	18.80	67	4	16.75	40	2	20.00	201	11	18.27	606
<b>OCE PER 4 21-22</b>	156	8	19.50	175	9	19.44	158	8	19.75	168	9	18.67	657	34	19.32	164	8	20.50	156	7	22.29	35	2	17.50	355	17	20.88	1012
<b>OCE PROJ 22-23</b>	153	8	19.13	148	8	18.50	147	8	18.38	138	7	19.71	586	31	18.90	148	7	21.14	167	8	20.88	33	2	16.50	348	17	20.47	934
<b>RR PER 4 21-22</b>	61	4	15.25	70	4	17.50	67	4	16.75	72	4	18.00	270	16	16.88	60	3	20.00	55	3	18.33	28	2	14.00	143	8	17.88	413
<b>RR PROJ 22-23</b>	65	4	16.25	66	4	16.50	72	4	18.00	76	4	19.00	279	16	17.44	69	3	23.00	59	3	19.67	25	2	12.50	153	8	19.13	432
<b>SA PER 4 21-22</b>	186	9	20.67	177	9	19.67	202	10	20.20	156	8	19.50	721	36	20.03	177	8	22.13	151	6	25.17	40	2	20.00	368	16	23.00	1089
<b>SA PROJ 22-23</b>	180	9	20.00	133	7	19.00	123	7	17.57	134	8	16.75	570	31	18.39	146	7	20.86	180	8	22.50	40	2	20.00	366	17	21.53	936
<b>SC PER 4 21-22</b>	156	9	17.33	141	7	20.14	165	8	20.63	139	7	19.86	601	31	19.39	139	6	23.17	131	6	21.83	60	3	20.00	330	15	22.00	931
<b>SC PROJ 22-23</b>	150	8	18.75	170	9	18.89	146	7	20.86	173	8	21.63	639	32	19.97	150	7	21.43	151	7	21.57	60	3	20.00	361	17	21.24	1000
21-22	Kindergarten			1st Grade			2nd Grade			3rd Grade			4th Grade			5th Grade			6th Grade									
Totals by Grade	1419	77	18.43	1337	73	18.32	1419	73	19.44	1364	73	18.68	1333	65	20.51	1287	61	21.10	565	29	19.48							8724
Projected 22-23	1414	75	18.85	1425	75	19.00	1347	71	18.97	1398	73	19.15	1374	67	20.51	1349	66	20.44	538	27	19.93							8845
Totals by Grade																												

21-22 Regular Education PTR				
Kindergarten thru Third Grade	-----	Pupils	Teachers	PTR
		5539	296	18.71
Fourth Grade thru Sixth Grade	-----			
		3185	155	20.55
District Totals		8724	451	19.34

22-23 Regular Education PTR				
Kindergarten thru Third Grade	-----	Pupils	Teachers	PTR
		5584	294	18.99
Fourth Grade thru Sixth Grade	-----			
		3261	160	20.38
District Totals		8845	454	19.48

# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <h2 style="text-align: center;">Equal Opportunity Employment</h2>	Descriptor Code: <b>5.104</b>	Issued Date: <b>REVIEWED 2/20 04/23/19</b>
		Rescinds: <b>PER 5; PER 43</b>	Issued: 08/08; 04/12; 09/17

- 1 Opportunity for employment, as well as continuation and advancement in employment, shall be
- 2 afforded equally to members of all races, creeds, colors, genders, sexual orientations, religions, ages, national
- 3 origins, and individuals with disabilities or veteran status and any other protected class with regard only for
- 4 qualifications for the positions involved.
  
- 5 Murfreesboro City Schools shall comply with all state and federal regulations in providing employment.

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#### Legal References

1. U.S. Constitution, Amendment XIV; Title VII, Civil Rights Act of 1964; Title VI, Civil Rights Act of 1964; Title IX, Education Amendments of 1972; Age Discrimination Act of 1967; Section 504 of the Rehabilitation Act of 1973; and 42 USC § 12101-12213

#### Cross References

Section 504 & ADA Grievance Procedures 1.802

**To: Board of Education**

**RE: Policy 5.117**

**Board Meeting Date: February 22, 2022**

Policy 5.117 governs tenure of certified employees. Murfreesboro City School Board's current version included language explaining a change in the tenure law that occurred 11 years ago. We are recommending this amendment which repeals the current version and replaces it with the clearer and more concise TSBA model policy.

<b>Murfreesboro City School Board</b>			
Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Tenure and Non-Tenure</b>	Descriptor Code: <b>5.117</b>	Issued Date: <b>REVIEWED 2/20 02/19; 09/17; 8/24/21</b>
		Rescinds: <b>PER 16</b>	Issued: <b>4/79; 10/11; 1/05; 8/01</b>

1

2 General

3 To attain tenure status,<sup>1</sup> a teacher shall: (1) meet tenure eligibility requirements; (2) be renewed and  
 4 recommended by the Director of Schools; and (3) receive a majority vote of the Board.

5 **TENURE ELIGIBILITY<sup>2</sup>**

6 A teacher that meets the following requirements is eligible for tenure:

- 7 1. Has a degree from an approved four-year college or any career and technical teacher who has  
 8 the equivalent amount of training established and is licensed by the State Board of Education;
- 9
- 10 2. Holds a valid teacher license issued by the State Board of Education, based on training  
 11 covering the subjects or grades taught;
- 12
- 13 3. Has completed a probationary period of five (5) school years or not less than forty-five (45)  
 14 months within the last seven-year period with the last two (2) years being employed in a regular  
 15 teaching position rather than an interim teaching position; and
- 16
- 17 4. Has received evaluations demonstrating an overall performance effectiveness level of “above  
 18 expectations” or “significantly above expectations” as provided in the evaluation guidelines  
 19 adopted by the State Board of Education, during the last two (2) years of the probationary  
 20 period.

21 If a teacher has met all other requirements for tenure eligibility but has not acquired an official  
 22 evaluation score during the last one (1) or two (2) years of the probationary period due to allowable  
 23 circumstances outlined in state law, he/she may utilize the most recent two (2) years of available  
 24 evaluation scores achieved during the probationary period to become eligible for tenure.<sup>3</sup>

25 **ACQUISITION OF TENURE STATUS**

26 Once a teacher is eligible for tenure, he/she shall be either recommended by the Director of Schools for  
 27 tenure or nonrenewed. If tenure is denied by the Board, the teacher shall be dismissed.<sup>4</sup>

28 The following additional guidelines shall apply:

- 1 1. The Director of Schools will recommend teachers eligible for tenure at a board meeting in ample  
2 time to send notice of non-renewal to each teacher not recommended for tenure within five (5)  
3 business days following the last instructional day for the school year.<sup>5</sup>  
4
- 5 2. The decision to grant tenure is solely within the discretion of the Board.<sup>6</sup> Only those teachers who  
6 receive a majority vote of the membership of the Board will be granted tenure.<sup>7</sup>  
7
- 8 3. A teacher who is eligible for tenure, but tenure is denied by the Board, shall not be rehired beyond  
9 the current contract year.<sup>4</sup>

#### 10 **TEACHER RETURNING TO EMPLOYMENT**

11 A teacher who has acquired tenure status in the school district and later resigns shall serve a two-year  
12 probationary period upon reemployment, unless the probationary period is waived by the Board upon  
13 request of the Director of Schools. Upon completion of the two-year period, the teacher shall either be  
14 recommended by the Director of Schools for tenure or non-renewed. If tenure is denied by the Board,  
15 the teacher shall be dismissed.<sup>8</sup>

#### 16 **TEACHER TRANSFERRING FROM ANOTHER SCHOOL DISTRICT<sup>9</sup>**

17 A tenured or nontenured teacher with five (5) or more years of prior service that transfers from another  
18 school district to begin employment in the Murfreesboro City School District shall serve the regular  
19 probationary period. The Board, upon the recommendation of the Director of Schools, may waive the  
20 probationary period and grant tenure status or shorten the probationary period.

21 If a nontenured teacher with fewer than five (5) years of service transfers from another school district,  
22 such teacher shall not be eligible for tenure status until the teacher has served at least five (5) years  
23 when service in both school districts is counted.

24 All tenure decisions made under this section are subject to the requirements concerning overall teacher  
25 performance effectiveness levels.

#### 26 **TEACHER RETURNING TO PROBATIONARY STATUS<sup>10</sup>**

27 Any tenured teacher who receives two (2) consecutive years of evaluations demonstrating an overall  
28 performance effectiveness level of “below expectations” or “significantly below expectations” shall be  
29 returned to probationary status by the Director of Schools until the teacher has received two (2)  
30 consecutive years of evaluations demonstrating an overall performance effectiveness level of “above  
31 expectations” or “significantly above expectations.”

32 When a teacher who has returned to probationary status has received two (2) consecutive years of  
33 evaluations demonstrating an overall performance effectiveness level of “above expectations” or  
34 “significantly above expectations,” the teacher is again eligible for tenure and shall be either  
35 recommended by the Director of Schools for tenure or nonrenewed; provided, however, that the  
36 teacher shall be dismissed if tenure is denied by the Board.<sup>4</sup>

37 This section does not apply to teachers who acquired tenure prior to July 1, 2011.

Legal References

1. TCA 49-5-501(11)(A)
2. TCA 49-5-503
3. Public Acts of 2021, Special Legislative Session Chapter No. 2
4. TCA 49-5-504(b)
5. TCA 49-5-409(b); Public Acts of 2021, Chapter No. 378
6. TCA 49-2-203(a)(1)
7. TCA 49-2-202(g)
8. TCA 49-5-504(d)
9. TCA 49-5-509
10. TCA 49-5-504(e), (f)
11. \_\_\_\_\_

Cross References

- Separation Practices for Tenured Teachers 5.200  
Separation Practices for Non-Tenured Teachers 5.201

~~1—As of July 1, 2011, there are two parallel systems of tenure operating in Murfreesboro City  
 2—Schools for current employees who work in a position which requires a teacher license (hereafter  
 3—referred to as a “certified employee”).<sup>1</sup>~~

~~4  
 5—The first system applies to any certified employee who obtained tenure prior to July 1, 2011.  
 6—Tenure was granted to these employees based upon three (3) criteria:~~

~~7  
 8—— 1. Successful completion of a probationary period of three (3) school years.~~

~~9—— 2. Recommendation by the Director of Schools for granting tenure.~~

~~10——<sup>3</sup>— A majority vote of the Murfreesboro City School Board for granting tenure.<sup>2</sup>~~

~~11  
 12—If the certified employee failed to meet any of these criteria, then the certified employee could  
 13—not be re-employed for a fourth year.~~

~~14  
 15—The second system applies to any certified employee who becomes eligible for tenure after July  
 16—1, 2011. Tenure will be granted to these employees based on the following criteria:~~

~~17  
 18—— 1. A degree from an approved four-year college or any career and technical teacher who has  
 19—— the equivalent amount of training established and licensed by the Tennessee State Board  
 20—— of Education;~~

~~21—— 2. A valid teacher license, issued by the State Board of Education, based on training  
 22—— covering the subjects or grades taught;~~

~~23—— 3. Completion of a probationary period of five (5) school years or not less than forty-five  
 24—— (45) months within the last seven-year period, the last two (2) years being employed in a  
 25—— regular teaching position rather than an interim teaching position;~~

~~26—— 4. Evaluations demonstrating an overall performance effectiveness level of “above  
 27—— expectations” or “significantly above expectations” during the last two (2) years of the  
 28—— probationary period as provided in the evaluation guidelines adopted by the State Board  
 29—— of Education pursuant to TCA 49-1-302;~~

~~30—— 5. Recommendation by the Director of Schools for granting tenure; and~~

~~31—— 6. A majority vote of the Murfreesboro City School Board for granting tenure.<sup>3</sup>~~

~~32~~

~~33 — Tenure is granted only upon the recommendation — of the Director of Schools and  
by approval of  
34 — the Murfreesboro City School Board<sup>4</sup> and is obtained in the system, not in a specific  
location ————— or  
35 — position.~~

~~36  
37 — A certified employee who does not meet the evaluation requirements set forth by  
the State Board  
38 — of Education may continue to remain employed in a position which requires a  
teacher license on  
39 — a year to year contract as a probationary employee until the employee is eligible for  
tenure.~~

~~39  
40 — **Previous Tenure in MCS or another System**~~

~~41  
42 — A certified employee who had attained tenure status in Murfreesboro City  
Schools and later  
43 — resigned from the system shall serve a two year probationary period upon re-  
employment by the  
44 — system, unless the probationary period is waived by the Murfreesboro City School  
Board upon  
45 — the request of the Director of Schools.<sup>5</sup>~~

~~46  
47 — A certified employee who had received tenure in another school system shall  
serve the regular  
48 — probationary period in Murfreesboro City Schools, unless the probationary period is  
waived by  
49 — the Murfreesboro City School Board upon the request of the Director of Schools.<sup>6</sup>~~

~~50  
51 — **Tenure**~~

~~52  
53 — “Tenure” is the employment status other than probation that a certified employee  
may be under  
54 — while employed in the public schools. A certified employee has no property right in  
the tenure  
55 — status and must sustain a specified performance effectiveness level required on  
evaluations — to  
56 — achieve and maintain tenure status. If a certified employee acquires tenure, the  
teacher shall remain under that status until such time as the certified employee  
resigns, retires, is dismissed or  
57 — the certified employee is returned to — probationary status. — Any certified  
employee who, after  
58 — acquiring tenure status, receives two (2) consecutive years of evaluations  
demonstrating an  
59 — overall performance effectiveness level of “below expectations” or  
“significantly below  
60 — expectations,” as provided by the evaluation guidelines adopted by the State Board~~

of Education  
 61—pursuant to TCA 49-1-302, shall be returned to probationary status by the  
 Director of Schools  
 62—until the certified employee has received two (2) consecutive years of evaluations  
 demonstrating  
 63—an overall performance effectiveness level of “above expectations” or  
 “significantly above  
 64—expectations.”<sup>7</sup>

65—If a teacher has met all other requirements for tenure eligibility but has not acquired  
 an official

66—evaluation score during the last one (1) or two (2) years of the probationary period  
 due to

67—allowable circumstances outlined in state law, he/she may utilize the most recent  
 two (2) years of

68—available evaluation scores achieved during the probationary period to become  
 eligible for tenure.<sup>8</sup>

67—Once a certified employee is eligible for tenure, the Director of Schools shall  
 recommend the

68—certified employee for tenure or non-renewal; provided, however, that the  
 certified employee

69—cannot be continued in employment if tenure is not granted by the Murfreesboro  
 City School

70—Board.<sup>9</sup>

71

72—A certified employee who is non-renewed by the Director of Schools or is not  
 granted tenure by

73—the Murfreesboro City School Board shall be provided notice within five (5)  
 business \_\_\_\_\_ days

74—following the last instructional day.<sup>10</sup> Legal References

1. 2011 Tennessee Laws Pub. Ch. 70

2. TCA 49-5-503 (2009)

3. TCA 49-5-503

4. TCA 49-2-203(a)(1); TCA 49-2-301(b)(1)(J)

5. TCA 49-5-504(d)

6. TCA 49-5-509

7. TCA 49-5-504(e)

8Public Acts of 2021, Special Legislative Session  
 Chapter No. 2

9.TCA 49-5-504(b)

10. TCA 49-5-409

**To: Board of Education**

**RE: Policies 5.302**

**Board Meeting Date: February 22, 2022**

Staff is recommending the addition of a bereavement leave section to our current sick leave policy. Currently, bereavement leave is outlined as an administrative directive, and this change will put bereavement leave in line with other types of leave formally adopted by the board through the policy review process annually.

# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Sick and Bereavement Leave</b>	Descriptor Code: <b>5.302</b>	Issued Date: <b>02/26/19</b>
		Rescinds: <b>PER 25 PER 26</b>	Issued: <b>09/01/11</b>

## SICK LEAVE

Sick leave shall mean illness of the employee from natural causes or accident or annual wellness visits; or illness or annual wellness visits or death of the employee's spouse, parent, grandparent, children, grandchildren, brothers, sisters, mother-in-law, father-in-law, daughter-in-law, son-in-law, brother-in-law, sister-in-law, step-relatives as listed above, or other family member with approval of the Director of Schools, which necessitates the absence of the employee.<sup>1</sup>

The time allowed for sick leave with pay shall be one day for each month of employment.<sup>2</sup> Sick leave shall be cumulative for all earned days not used. At retirement, the unused accumulated sick leave may be used as retirement credits.

Employees may elect to participate in the Murfreesboro City Schools' Sick Leave Bank, established by the Board pursuant the Teachers' Sick Leave Bank Act, T.C.A. 49-5-801 et. Seq., to facilitate the voluntary pooling and irrevocable donation of accumulated personal sick leave for the purpose of providing sick leave to members of the program who have suffered an unplanned personal illness, injury, disability or quarantine and whose personal sick leave is exhausted.

If an employee uses more sick days than they have earned, the sick days shall be deducted from the employee's paycheck. The amount will be based on the employee's daily rate of pay sufficient to cover any excess sick leave days used by the employee. If such final check is insufficient for this purpose, the employee shall be liable for reimbursement of any amount in excess of the employee's final paycheck for the year.

When an employee will be absent from work, the employee shall notify the principal/ supervisor or the principal's/supervisor's designee as soon as possible before their scheduled time to report to work.

The professional employee shall notify the principal or the principal's designee within a reasonable length of time before they intend to return to the classroom and not later than one (1) hour before school opens that morning, so that the principal or the principal's designee may be able to notify the substitute.

An employee, including an employee on pre-approved leave or other type of leave, shall not be charged with a day of leave for any day on which the employee's school or the school district is closed due to natural disaster, inclement weather, serious outbreak of contagious illness, or other unexpected event.

A physician's statement shall be filed with the Principal/Supervisor for each period of illness of five (5) or more consecutive work days. The physician's statement should include the date of commencement of the illness/injury and an expected date of return to work. The Director of Schools may require a physician's statement for any sick leave claim.<sup>2</sup> In the event of the absence of an employee in excess of the sick leave days available to the employee, the Director of Schools may require an examination, paid for by the Board, by a physician certifying the previous absences.

If an employee fails to provide appropriate notice or certification for sick leave, forfeiture of the paid leave will result, with the exception of those cases deemed an emergency by the Principal/Supervisor. The Human

35 Resources Department shall keep a record of the accumulated sick leave for each eligible employee and shall  
36 provide a verified copy to the employee upon request.

37 An employee, upon employment, may transfer any accumulated sick leave from another Tennessee school  
38 system, provided that the Director of the system in which any such leave was accumulated provides notarized  
39 verification.<sup>2</sup>

40 **BEREAVEMENT LEAVE.**

41 Employees shall be granted bereavement leave up to three (3) days per occurrence in the event of death of an  
42 immediate family member. Immediate family member shall include the employee's spouse/legal guardians,  
43 parents, grandparents, children, grandchildren, siblings, mother-in-law, father-in-law, daughter-in-law, son-in-  
44 law, brother-in-law, sister-in-law, stepmother, stepfather, stepsiblings, stepchildren, step grandchildren, and foster  
45 children. Employees shall be granted bereavement leave up to one (1) day per event in the event of death of a  
46 cousin, aunt, uncle, niece, or nephew.

47  
48 If additional days are needed for bereavement of an immediate family member, employees can use up to four (4)  
49 additional sick days without the requirement of a doctor's note. If more than four (4) additional days are needed,  
50 the employee will need to contact Human Resources to provide documentation and complete paperwork for  
51 FMLA leave (see Board Policy 5.305.)

52  
53 The Director of Schools, or the Director's designee, may require documentation to verify the bereavement event  
54 or familial relationship involved in any bereavement leave claim.

55  
56 Employees will be responsible for completing bereavement documentation within five (5) working days of  
57 returning to work.

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Legal References

1. TRR/MS 0520-01-02-.04(2)
2. TCA 49-5-710

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Cross References

- Family and Medical Leave 5.305  
Physical Assault Leave 5.307

# Murfreesboro City School Board

Monitoring:  <b>Review: Annually, in February</b>	Descriptor Term:  <b>Long-Term Leaves of Absence for Certified Personnel</b>	Descriptor Code:  <b>5.304</b>	Issued Date: <b>REVIEWED 2/20 02/12/19 09/12/17</b>
		Rescinds:  <b>PER 19</b>	Issued:  <b>02/01/12</b>

1 All personnel holding a position that requires a teacher's license shall be granted leave for military  
 2 service, legislative service, maternity, adoption, recuperation of health, or visitation of a spouse, child or  
 3 parent deployed for military duty out of the country who has been granted rest and recuperation leave.  
 4 Such personnel may be granted leave for educational improvements or other sufficient reasons as  
 5 determined by the Director of Schools. Except for leave required under state or federal law<sup>1</sup>, a leave of  
 6 absence may not be requested until the employee has served at least two years of continuous service. If  
 7 -granted, such leave -shall- not result in the forfeiture of accumulated leave credits, tenure status or other  
 8 -fringe benefits.<sup>1</sup>

9 All leaves shall be requested in writing at least thirty (30) days in advance on forms provided by the  
 10 Director of Schools. The 30-day notice may be waived or reduced by the Director of Schools upon sub-  
 11 mission of a certified statement by a physician. The application for leave forms shall require:

- 12 1. A description of the type of leave requested;
- 13 2. The requested dates for beginning and ending the leave; and
- 14 3. A statement of intent to return to the position from which leave is granted.<sup>1</sup>

15 Each request for leave must be acted upon by the Director of Schools within fifteen (15) days. Each  
 16 applicant shall be notified in writing of the action of the Director and the beginning and ending dates of  
 17 the leave which is granted.<sup>2</sup> No leave request, except those required under state or federal law, will be  
 18 granted in two consecutive years. The Director of Schools has the authority to modify this in the event of  
 19 extenuating circumstances.

20 All leaves, except military leave, shall be from a specific date to a specific date. However, any leave  
 21 may be extended by the Director of Schools upon written request from the teacher. Military leave shall  
 22 be granted for whatever period may be required. The procedure and condition for extending a leave are  
 23 the same as those used when originally requesting and granting the leave.

24 Leave to visit a spouse, child, or parent deployed for military duty out of the country who has been  
 25 granted rest and recuperation leave shall be granted for no longer than ten (10) days.<sup>3</sup>

26 Positions vacated for less than twelve (12) months by teachers on leave shall be filled with an interim  
 27 teacher while the teacher is on leave. If the teacher returns from leave within 12 months, the interim  
 28 teacher shall relinquish the position. If the leave exceeds twelve (12) months, the teacher shall be placed  
 29 in the same or a comparable position upon return.<sup>4</sup>

~~2530~~ Part-time leaves may be granted by the Director of Schools upon written request for the same conditions ~~2631~~ as for full-time leave.

~~2732~~ Any teacher on leave shall notify the Director of Schools at least thirty (30) days prior to the date of ~~2833~~ return if the teacher does not intend to return to the position from which he/she is on leave. Failure to ~~2934~~ give such notice shall be considered breach of contract.<sup>5</sup>

~~3035~~ **PAY AND BENEFITS**

~~3136~~ All leave granted in conformance with this policy shall be without pay except as may be covered by ~~3237~~ sick leave in the case of maternity and recuperative leaves. Employees shall have the opportunity to ~~3338~~ continue participation, at their own expense, in group insurance plans subject to restrictions of the ~~3439~~ insuring carrier.

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Legal References

1. TCA 49-5-702, [TCA 4-21-408, Federal Family and Medical Leave Act of 1993, 29 USCA § 2601, 2611—2619](#)
2. [TCA 49-5-702](#),
- ~~23.~~ TCA 49-5-703
- ~~34.~~ TCA 49-5-704
- ~~45.~~ TCA 49-5-705
- ~~56.~~ TCA 49-5-706

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Cross References

- Family and Medical Leave 5.305
- Military Leave 5.306
- Physical Assault Leave 5.307
- Sabbatical Leave 5.308
- Legislative Leave 5.309
- Interim Employees 5.700



# Murfreesboro City School Board

Monitoring:  <b>Review: Annually, in February</b>	Descriptor Term:  <h2 style="text-align: center;">Physical Assault Leave</h2>	Descriptor Code: <h3 style="text-align: center;">5.307</h3>	Issued Date: <b>REVIEWED 2/20; 2/21 02/12/19 09/12/17</b>
		Rescinds:	Issued:

1 An employee who is absent from assigned duties as a result of personal injury caused by physical assault  
 2 or other violent criminal acts committed in the course of the employee 's employment duties shall receive  
 3 workers' compensation or comparable benefits without loss of accumulated or granted sick, personal or  
 4 professional leave.<sup>1</sup>

5 The school system shall continue to pay the teacher's-employee's full benefits including, but not limited  
 6 to health insurance benefits, until the earlier of the date on which the teacher-employee is released  
 7 by the employee 's physician to return to work or the date on which the teacher-employee is determined  
 8 by the employee's physician to be permanently disabled from returning to work.<sup>2</sup>

9 A signed statement listing the cause of the absence shall be provided by the employee on forms  
 10 furnished by the Director of Schools and shall promptly be given to the immediate supervisor in  
 11 support of all claims. A certificate from the physician on forms furnished by the Director of Schools  
 12 may also be required to verify the extent of the injury.<sup>3</sup>

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Legal References

1. TCA 49-5-714(a)
2. TCA 49-5-714(b)
3. TRR/MS 0520-01-02-.04(4)(b)

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Cross References

Worker's Compensation 3.602

# Murfreesboro City Schools

Monitoring:  <b>Review: Annually, in February</b>	Descriptor Term:  <h2 style="text-align: center;">Substitute Teachers</h2>	Descriptor Code:  <b>5.701</b>	Issued Date: <b>REVIEWED 2/20; 2/21 03/12/19 10/24/17</b>
		Rescinds:	Issued:

1. Substitute teachers are those teachers used to replace teachers on leave or to fill temporary vacancies.<sup>1,2</sup>
2. Substitute teachers may be employed and paid directly by the Board or by a third-party public or private employer through an agreement between such third-party employer and the Board.
- 3.
4. Substitute teachers employed by third party entities shall be subject to the same unemployment benefit eligibility conditions as substitute teachers employed directly by the Board.<sup>2</sup>

## 6. APPLICATION/QUALIFICATIONS

7. Criminal history record checks and fingerprinting of applicants for substitute teaching are required.<sup>3</sup>
8. Applicants with revoked licenses or certificates according to the Department of Education shall not be hired.<sup>4</sup>
- 9.
10. Qualifications for substitute teachers shall be determined by the Director of Schools in compliance with state laws and regulations.
- 11.
12. A list of substitute teacher(s) will be prepared by the Assistant Superintendent of Human Resources who will maintain file(s) which may include transcripts, credentials, recommendations, and other pertinent information.
- 13.
- 14.

## 15. COMPENSATION

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

## 18. CERTIFICATION

19. When substituting for a regular teacher who has been absent for twenty (20) consecutive days, a substitute teacher must possess a teaching certificate with endorsement in the discipline(s) to be taught.<sup>65</sup>
- 20.
- ~~21. After the regular teacher's accumulated leave is exhausted, the substitute teacher must be licensed and~~
- ~~22. hold the appropriate endorsement for the assignment or be a retired teacher and have held the appropriate endorsement and must be paid based on the substitute teacher's training and experience record in~~
- ~~23. accordance with the state and local salary schedules. When substituting for a teacher without sick leave,~~
- ~~24. the substitute shall be certified and paid according to the state salary schedule.<sup>1</sup>~~

~~24-25.~~ Retired teachers may substitute one-hundred twenty (120) days per year without loss of retirement benefits<sup>1</sup> and may substitute for additional days if the Director of Schools certifies in writing to the Division ~~23-27.~~ of Retirement that no other qualified personnel are available to substitute teach.<sup>76</sup>

## EMERGENCY NEEDS

~~24-28.~~ All teacher aides, secretaries, and clerks are approved substitute teachers for use in emergency situations.

~~25-29.~~ Said -substitutes shall receive the proportionate equivalent salary regular substitute teachers would

~~26-30.~~ receive under similar circumstances or their regular salary, if higher; however, they shall not receive pay

~~27-31.~~ for both positions at the same time.

## ~~28-32.~~ TRAINING AND ORIENTATION

~~29-33.~~ The Director of Schools shall be responsible for ensuring that there are appropriate training and

~~30-34.~~ development programs for substitute teachers.

## ~~31-35.~~ RESPONSIBILITIES

~~32-36.~~ Substitute teachers shall assume the same responsibilities as the regular teacher, including, but not

~~33-37.~~ limited to, bus duty and playground supervision.

## ~~34-38.~~ RE-EMPLOYMENT/TERMINATION

~~35-39.~~ The Director of Schools, with input from the principals, shall determine which substitute teachers are

~~36-40.~~ performing at an acceptable level. Substitute teachers who perform below an acceptable level shall be

~~37-41.~~ terminated. Substitute teachers must substitute teach at least one day per the number of school weeks in

~~38-42.~~ that month to remain on the active substitute list. To return to the active list, the substitute teacher will

~~39-43.~~ need to contact the Human Resources Department.

~~40-44.~~ All substitutes shall be responsible for providing correct addresses and phone numbers and for notifying

~~41-45.~~ the principal and/or third-party employer if they wish to terminate their service as substitutes.

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### Legal References

1. TRR/MS 0520-1-2-.04(~~65~~)
2. TCA 49-5-709
3. TCA 49-5-413(a)(2)
4. TCA 49-2-203(a)(14)
- ~~5. Public Acts of 2017, Chapter No. 387~~
- ~~65.~~ TCA 49-3-312; TRR/MS 0520-01-02-.04(~~65~~)(b)
- ~~76.~~ ~~Public Acts of 2017, Chapter No. 287~~ TCA 8-36-805(3)

**To: Board of Education Meeting**

**RE: FY22 School Nutrition Fund Budget Transfer**

**Board Meeting Date: February 22, 2022**

The School Nutrition Director requests Board approval to transfer funds within previously approved Nutrition line-items. These expenditures are reasonable, necessary and allowable within the School Nutrition program guidelines.

This amendment transfers a total of \$161,000 to cover increases in Unemployment, Non-Food Supplies, Office Supplies and In-Service/Staff Development. These increases will cover the additional cost of utensils, paper products, and toner used in kitchens. The increase in Staff Development will allow additional Nutrition staff to attend the Farm to School and TN School Nutrition annual conferences.

All increases are covered from savings in other categories. There are no new revenues and no change to Fund Balance.

# Murfreesboro

## City Schools

### INTER-FUND BUDGET TRANSFER/AMENDMENT REQUEST

Budget Fiscal Year 2021-2022 School Nutrition Fund 22-143-3  
BOE Meeting Date February 22, 2022

Account	Description	Increase	Decrease
143 E 73100 210	Nutrition- Unemployment	2,000	
143 E 73100 421	Nutrition- Non-Food Supplies	150,000	
143 E 73100 435	Nutrition- Office Supplies	1,000	
143 E 73100 524	Nutrition- In-Service/Staff Development	8,000	
143 E 73100 201	Nutrition- Social Security		2,000
143 E 73100 422	Nutrition- Food		150,000
143 E 73100 599	Nutrition- Other Charges		9,000
<b>Total</b>		<b>\$ 161,000</b>	<b>\$ 161,000</b>

Explanation: This amendment transfers funds within the School Nutrition fund to cover increases in Unemployment, Non-Food Supplies, Office Supplies and Staff Development.  
The increase in Staff Development allows additional Nutrition staff the opportunity to attend the Farm to School and TN School Nutrition annual conferences.

*[Signature]*  
 Reviewed by Finance Director/Finance Manager

2/16/2022  
 Date

Approved	<input checked="" type="checkbox"/>	<u><i>[Signature]</i></u> Director of Schools	<u>2/16/2022</u> Date
Declined	<input type="checkbox"/>		

**To: Board of Education**

**RE: FY22 General Purpose Fund Budget Transfers**

**Board Meeting Date: February 22, 2022**

The Finance Director requests Board approval to transfer funds within previously approved major budget categories in the General Purposes Schools operating budget.

This amendment transfers a total of \$6,735 to cover increases in instructional materials and supplies, hybrid retirement and other fringe benefits. This fringe benefit is offered to employees who choose to opt out of the state medical insurance plan.

An additional \$30,000 is requested in the Operation of Plant category to purchase a replacement cargo van with shelving for courier use from savings in contracted janitorial services.

There are no increases to total revenues and expenditures, and no change to fund balance.

# Murfreesboro City Schools

## INTER-FUND BUDGET TRANSFER/AMENDMENT REQUEST

Budget Fiscal Year 2021-2022 General Purpose School Fund 22-141-7  
 BOE Meeting Date February 22, 2022

Account	Description	Increase	Decrease
141 E 71100 429	Regular Instruction Instructional Materials/Supplies	2,000	
141 E 71100 599	Regular Instruction Other Charges		2,000
141 E 72250 217	Technology Retirement - Hybrid	735	
141 E 72250 299	Technology Other Fringe Benefits	1,500	
141 E 72250 204	Technology Retirement - Legacy		735
141 E 72250 207	Technology Medical Insurance		1,500
141 E 72410 217	Office of Principal Retirement - Hybrid	2,500	
141 E 72410 204	Office of Principal Retirement - Legacy		2,500
141 E 72610 718	Operation of Plant Motor Vehicles	30,000	
141 E 72610 399	Operation of Plant Other Contracted Services		30,000
<b>Total</b>		<b>\$ 36,735</b>	<b>\$ 36,735</b>

Explanation: This amendment transfers \$6,735 within major categories to cover increases in instructional supplies, hybrid retirement and other fringe benefits from savings in other line-items.  
This amendment budgets \$30,000 in the new Vehicles line-item for a replacement cargo van for courier use. The van will be purchased from savings in contracted janitorial services.

*Kim Williams* Reviewed by Finance Director/Finance Manager 2/16/22 Date

Approved  *Bobby W. Austin* Director of Schools 2/16/2022 Date  
 Declined

Murfreesboro City Schools 2022 Summer School Program



- When:** June 6<sup>th</sup> – June 30<sup>th</sup>
- Where:** Hobgood, John Pittard, Cason Lane, Northfield
- Who:** Current K-6<sup>th</sup> grade students (invitations will be shared March 11<sup>th</sup>)
- Schedule:** 7:30-9:15 ELA  
9:15-9:45 Recess  
9:45-11:30 Math  
11:30-12:30 Intervention  
\*Breakfast and lunch provided daily
- Transportation:** Bus
- Curriculum Focus:** Expeditionary Learning, Math for Love

## Human Resources Personnel Report 01/20/2022 - 02/16/2022

### Certified Hires

<u>Last Name</u>	<u>First Name</u>	<u>Start Date</u>	<u>Location</u>	<u>Position</u>	<u>Notes</u>
Walker	Jerri	2/7/2022	MNE	BEST Teacher	

### Certified Interims

<u>Last Name</u>	<u>First Name</u>	<u>Interim Dates</u>	<u>Location</u>	<u>Position</u>	<u>Interim For/Replacing</u>
Burton	Rachel	1/20- EOY	MNE	Interim SPED	Kirtsie Hayes
Johnson	Christopher	1/21 - EOY	NF	Interim 6th Grade	Latoria McKenzie
Williams	Gina D	1/26 - EOY	SC	Interim 3rd Grade	Madeline Martie
Neilly	Ibinka	1/31 - EOY	BR	Interim Kindergarten	Donna Beers
Battle	Tiara	2/2 - EOY	SA	Interim 5th Grade	Kayla Stephens
Hamby	Elizabeth	2/3 - EOY	BR	Interim ESL	Elizabeth Evans

### Certified Resignations/Retirements/Terminations

none

### Classified New Hires

<u>Last Name</u>	<u>First Name</u>	<u>Start Date</u>	<u>Location</u>	<u>Position</u>	<u>Notes</u>
Stone	Shakita	1/24/2022	SA	EA	
Woods	Niki	1/25/2022	BR	SPED EA	
Mintlow	Chiquita	1/31/2022	SHOP	Bus Assistant	
McClatchey	Sam	1/31/2022	SC	SPED EA	pt to ft
Arner	Maisen	2/3/2022	OCE	FT ESP Asst Sit Director	pt to ft
McElyea	Sharon	2/7/2022	NF	SPED EA	pt to ft
Schmidt	Michelle	2/9/2022	JP	Custodian	
Jones	Stephanie	2/14/2022	ESE	SPED PK EA	pt to ft
Chumbley	Payton	2/16/2022	HG	Custodian	

### Classified Resignations/Retirements/Terminations

<u>Last Name</u>	<u>First Name</u>	<u>Last Day</u>	<u>Location</u>	<u>Position</u>
Collins	Brian	1/28/2022	SC	EA
Ransom	Cynthia	1/31/2022	SC	SPED EA
Nicholas	Crystal	2/3/2022	SHOP	Bus Asst
Lange	Jeanne	2/4/2022	MNS	Attendance Secretary
Neal	Deanna	2/4/2022	RR	Custodian
Burtner	Michelle	2/10/2022	ESE	Office EA
Belcher	Helen	2/11/2022	CLA	SPED EA

## Enrollment Period 5 - 12/15/21 to 2/01/22

	K-6 Gen Ed Totals	PS VPK	PS SpEd	PS Peers	CDC	BEST	Deaf Ed	TOTALS
Black Fox	776	39	21	9	40			885
Bradley	337							337
Cason Lane	622	60	25	12	27			746
Discovery	396							396
Erma Siegel	737		24	12	20		4	797
Hobgood	604	78						682
John Pittard	697	40			29			766
Mitchell-Neilson	548	38				14		600
Northfield	569	40	22	17	31			679
Overall Creek	1021							1021
Reeves-Rogers	409							409
Salem	1098				14			1112
Scales	925		26	10	39			1000
								9430
<b>Totals</b>	<b>8739</b>	<b>295</b>	<b>118</b>	<b>60</b>	<b>200</b>	<b>14</b>	<b>4</b>	<b>9430</b>
	K-6 Gen Ed Total	PS VPK	PS SpEd	PS Peers	CDC	BEST	Deaf Ed	
BEP Funded	8739				200	14	4	8957
Non-BEP Funded		295	118	60				473

Growth Over Last Year	
End of 2020-2021 -----	<b>9000</b>
Growth from 20-21 to 21-22 ---	<b>430</b>

Average Attendance Percentage
93.6%

## PTR Period 5 - 12/15/21 to 2/01/22

	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>	138	7	19.71	112	6	18.67	116	6	19.33	116	6	19.33	482	25	19.28	103	5	20.60	108	5	21.60	83	4	20.75	294	14	21.00				<b>776</b>
<b>Bradley</b>	47	3	15.67	49	3	16.33	56	3	18.67	51	3	17.00	203	12	16.92	51	3	17.00	43	3	14.33	40	2	20.00	134	8	16.75				<b>337</b>
<b>Cason Lane</b>	106	6	17.67	93	5	18.60	94	5	18.80	94	5	18.80	387	21	18.43	97	5	19.40	102	5	20.40	36	2	18.00	235	12	19.58				<b>622</b>
<b>Discovery</b>	59	3	19.67	60	3	20.00	61	3	20.33	60	3	20.00	240	12	20.00	64	3	21.33	66	3	22.00	26	1	26.00	156	7	22.29				<b>396</b>
<b>Erma Siegel</b>	126	7	18.00	103	6	17.17	117	6	19.50	119	6	19.83	465	25	18.60	118	5	23.60	132	6	22.00	22	1	22.00	272	12	22.67				<b>737</b>
<b>Hobgood</b>	98	5	19.60	107	6	17.83	84	4	21.00	92	5	18.40	381	20	19.05	85	4	21.25	80	4	20.00	58	3	19.33	223	11	20.27				<b>604</b>
<b>John Pittard</b>	105	6	17.50	101	6	16.83	104	6	17.33	113	7	16.14	423	25	16.92	109	6	18.17	113	5	22.60	52	2	26.00	274	13	21.08				<b>697</b>
<b>Mitchell-Neilson</b>	82	5	16.40	71	4	17.75	92	5	18.40	90	5	18.00	335	19	17.63	99	5	19.80	72	4	18.00	42	2	21.00	213	11	19.36				<b>548</b>
<b>Northfield</b>	94	5	18.80	88	5	17.60	102	5	20.40	89	5	17.80	373	20	18.65	71	4	17.75	83	4	20.75	42	2	21.00	196	10	19.60				<b>569</b>
<b>Overall Creek</b>	162	8	20.25	173	9	19.22	158	8	19.75	168	9	18.67	661	34	19.44	167	8	20.88	156	7	22.29	37	2	18.50	360	17	21.18				<b>1021</b>
<b>Reeves-Rogers</b>	62	4	15.50	69	4	17.25	70	4	17.50	69	4	17.25	270	16	16.88	59	3	19.67	51	3	17.00	29	2	14.50	139	8	17.38				<b>409</b>
<b>Salem</b>	188	9	20.89	180	9	20.00	204	10	20.40	155	8	19.38	727	36	20.19	177	8	22.13	155	6	25.83	39	2	19.50	371	16	23.19				<b>1098</b>
<b>Scales</b>	155	9	17.22	136	7	19.43	162	8	20.25	138	7	19.71	591	31	19.06	141	6	23.50	133	6	22.17	60	3	20.00	334	15	22.27				<b>925</b>
<b>Totals by Grade</b>	Kindergarten			1st Grade			2nd Grade			3rd Grade			4th Grade			5th Grade			6th Grade												
	1422	77	18.47	1342	73	18.38	1420	73	19.45	1354	73	18.55	1341	65	20.63	1294	61	21.21	566	28	20.21							<b>8739</b>			

**Total K-6**

Regular Education PTR		
Kindergarten thru Third Grade -----	<b>5538</b>	<b>296</b>
Fourth Grade thru Sixth Grade -----	<b>3201</b>	<b>154</b>
<b>District Totals</b>	<b>8739</b>	<b>450</b>

Pupils	Teachers	PTR
<b>5538</b>	<b>296</b>	<b>18.71</b>
<b>3201</b>	<b>154</b>	<b>20.79</b>
<b>8739</b>	<b>450</b>	<b>19.42</b>

## TRUANCY 10+ Days - Unexcused Absences

	Period 1	Period 2	Period 3	Period 4	Period 5	Period 6	Period 7	Period 8	Period 9
<b>Black Fox</b>		5	10	17	28				
<b>Bradley</b>		4	2	2	11				
<b>Cason Lane</b>	1	5	10	24	27				
<b>Discovery</b>					1				
<b>Erma Siegel</b>	3	1	1	5	12				
<b>Hobgood</b>	1	2	3	11	27				
<b>John Pittard</b>		1			1				
<b>Mitchell-Neilson</b>	1	3	10	12	23				
<b>Northfield</b>		2	1	3	11				
<b>Overall Creek</b>		5	1	6	9				
<b>Reeves-Rogers</b>		2	1	2	6				
<b>Salem</b>				9	23				
<b>Scales</b>			2	6	3				
<b>TOTALS</b>	6	30	41	97	182	-	-	-	-

## 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>	231	234	210	152	169				
<b>Bradley</b>	132	185	154	159	170				
<b>Cason Lane</b>	203	197	157	134	143				
<b>Discovery</b>	66	36	17	20	29				
<b>Erma Siegel</b>	167	122	95	89	81				
<b>Hobgood</b>	191	204	180	140	152				
<b>John Pittard</b>	162	149	137	132	120				
<b>Mitchell-Neilson</b>	189	152	130	112	124				
<b>Northfield</b>	155	159	144	100	98				
<b>Overall Creek</b>	185	123	104	95	114				
<b>Reeves-Rogers</b>	124	99	79	86	91				
<b>Salem</b>	248	159	120	118	130				
<b>Scales</b>	243	212	176	147	181				
	2296	2031	1703	1484	1602	-	-	-	-

**COMPARISON OF BUDGET TOTALS**  
**July 1, 2021 Through January 31, 2022**

<b>TOTAL INCOME</b>	<b>7/1/21 - 1/31/22</b>	<b>\$</b>	<b>51,042,793</b>
<b>TOTAL EXPENSES</b>	<b>7/1/21 - 1/31/22</b>		<b><u>46,204,911</u></b>
<b>NET INCOME</b>	<b>1/31/22</b>	<b>\$</b>	<b><u><u>4,837,882</u></u></b>

**YEAR-TO-DATE REVENUE COMPARISON**

JANUARY 2022

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	BUDGET CLASS.	2020-21 BUDGET	2020-21 YTD REV.	2020-21 OVR/(UNDR) BUDGET	2020-21 %	2021-22 BUDGET	2021-22 YTD REV.	2021-22 OVR/(UNDR) BUDGET	2021-22 %
1	40110-Current Prop. Tax	15,312,150	8,336,194	(6,975,956)	54.4%	15,700,000	8,735,917	(6,964,083)	55.6%
2	40210-Local Option Sales Tax	12,330,550	5,550,261	(6,780,289)	45.0%	13,000,000	6,472,191	(6,527,809)	49.8%
3	40000-41110-Other County Rev	1,850,000	922,688	(927,312)	49.9%	1,705,000	814,159	(890,841)	47.8%
4	43300-44000-Other Local Revenue	698,941	348,433	(350,508)	49.9%	1,792,500	317,590	(1,474,910)	17.7%
5	46511-Basic Educ. Program	48,350,000	28,105,800	(20,244,200)	58.1%	48,115,000	28,904,400	(19,210,600)	60.1%
6	46515-Early Childhood Ed.	1,072,125	-	(1,072,125)	0.0%	1,063,812	433,650	(630,162)	40.8%
7	46530-Energy Efficient Sch	-	-	-	N/A	-	-	-	N/A
8	46590-Other State Education	1,976,159	69,308	(1,906,851)	3.5%	354,248	369,716	15,468	104.4%
9	46610-Career Ladder Program	88,000	56,595	(31,405)	64.3%	82,000	46,785	(35,215)	57.1%
10	46615-Ext. Contract-ARRA	-	-	-	N/A	-	-	-	N/A
11	46591-Coordinated School Health	100,000	-	(100,000)	0.0%	100,000	49,176	(50,824)	49.2%
12	46595-Family Resource	29,600	-	(29,600)	0.0%	29,600	12,955	(16,645)	43.8%
13	46800-46990-Other State Revenue	262,503	92,752	(169,751)	35.3%	227,419	55,982	(171,437)	24.6%
14	47000- Federal Funds	283,653	462,671	179,018	163.1%	161,041	230,629	69,588	143.2%
15	49100-49800 Bond & City Transfers	3,244,831	-	(3,244,831)	0.0%	450,000	-	(450,000)	0.0%
16	49810-Approp./City Gen. Fund	7,885,103	4,599,643	(3,285,460)	58.3%	7,885,103	4,599,643	(3,285,460)	58.3%
17	49820-Operating Transfers	78,413	-	(78,413)	0.0%	-	-	-	N/A
	<b>TOTALS</b>	<b>\$ 93,562,028</b>	<b>\$48,544,347</b>	<b>\$ (45,017,681)</b>	<b>51.9%</b>	<b>\$90,665,723.00</b>	<b>\$ 51,042,793</b>	<b>\$ (39,622,930)</b>	<b>56.3%</b>

YEAR-TO-DATE EXPENDITURE COMPARISON

JANUARY 2022

PAGE 1

	BUDGET CLASS.	2020-21 BUDGET	2020-21 YTD EXP.	2020-21 OVR/(UNDR) BUDGET	2020-21 %	2021-22 BUDGET	2021-22 YTD EXP.	2021-22 OVR/(UNDR) BUDGET	2021-22 %
1	71100-Reg. Instruction	50,568,178	24,392,897	(26,175,281)	48.2%	50,700,907	\$25,221,228.69	(25,479,678)	49.7%
2	71200-Sp. Ed. Instruction	9,646,900	4,639,738	(5,007,162)	48.1%	10,154,810	4,872,968	(5,281,842)	48.0%
3	71400-Student Body Ed.	-	-	-	N/A	-	-	-	N/A
4	72110-Attendance	157,489	62,967	(94,522)	40.0%	100,155	58,532	(41,623)	58.4%
5	72120-Health Services	948,039	511,814	(436,225)	54.0%	330,370	80,375	(249,995)	24.3%
6	72130-Guidance	2,743,401	1,390,423	(1,352,978)	50.7%	2,621,215	1,281,724	(1,339,491)	48.9%
7	72210-Reg. Instr. Support	2,315,361	1,248,523	(1,066,838)	53.9%	2,291,054	1,224,372	(1,066,682)	53.4%
8	72220-Sp. Ed. Support	1,841,650	860,276	(981,374)	46.7%	1,734,075	843,357	(890,718)	48.6%
9	72250-Technology	1,954,363	1,197,871	(756,492)	61.3%	2,075,760	1,141,371	(934,389)	55.0%
10	72310-Bd. Of Education	1,646,370	952,630	(693,740)	57.9%	1,739,681	931,022	(808,659)	53.5%
11	72320-Office of Supt.	388,039	121,674	(266,365)	31.4%	428,330	209,052	(219,278)	48.8%
12	72410-Office of Principal	4,739,039	2,508,910	(2,230,129)	52.9%	4,857,825	2,637,160	(2,220,665)	54.3%
13	72510-Fiscal Services	470,480	292,155	(178,325)	62.1%	519,200	328,284	(190,916)	63.2%
14	72520-Personnel Services	587,033	322,071	(264,962)	54.9%	467,240	276,481	(190,759)	59.2%
15	72610-Oper. Of Plant	6,304,017	2,957,234	(3,346,783)	46.9%	6,445,115	3,255,388	(3,189,727)	50.5%
16	72620-Maint. Of Plant	2,809,034	1,169,455	(1,639,579)	41.6%	2,905,842	1,025,964	(1,879,878)	35.3%
17	72710-Pupil Transp.	3,883,591	1,754,461	(2,129,130)	45.2%	3,691,951	1,787,029	(1,904,922)	48.4%
18	73300-Community Service	557,708	245,204	(312,504)	44.0%	581,565	248,767	(332,798)	42.8%
19	73400-Early Childhood Educ.	1,249,350	588,922	(660,428)	47.1%	1,208,825	557,064	(651,761)	46.1%
20	76100-Reg. Cap. Outlay	150,500	53,857	(96,643)	35.8%	130,000	17,540	(112,460)	13.5%
21	82130-Education Debt Serv.	3,244,831	-	(3,244,831)	0.0%	-	-	-	N/A
22	99100-Operating Transfers	409,200	223,860	(185,340)	54.7%	350,900	207,234	(143,666)	59.1%
	<b>TOTALS</b>	<b>96,614,573</b>	<b>45,494,941</b>	<b>\$ (51,119,632)</b>	<b>47.1%</b>	<b>93,334,820</b>	<b>46,204,911</b>	<b>\$ (47,129,909)</b>	<b>49.5%</b>