

Board of Education Regular Meeting

August 23, 2022 6:00 PM

City Hall Council Chambers

<p>I. CALL TO ORDER Procedural Item In attendance: Chair Butch Campbell, Vice Chair David Settles, Wes Ballard, Roseann Barton, Becky Goff, Amanda Moore, and Jimmy Richardson. New board members Barbara Long and Karen Dodd were also in attendance.</p> <p>Staff: Dr. Trey Duke, Sheri Arnette, Ralph Ringstaff, Kim Williams, Lisa Trail, Angela Fairchild, Adam Bryson, Ynetia Campbell, Sandy Scheele, Sonya Cox, April Zavisla, and Maria Johnson</p> <p>Assistant City Attorney Elizabeth Taylor and City Liaison Bill Shacklett.</p>	Chair Butch Campbell
<p>A. Pledge of Allegiance Procedural Item The Pledge of Allegiance was led by Ollie Young, a 5th grade student at Northfield Elementary and Annabelle Mallette, a second grade student at John Pittard Elementary.</p>	
<p>B. Moment of Silence Procedural Item</p>	
<p>II. APPROVAL OF AGENDA Action Item</p>	Chair Butch Campbell
<p>III. COMMUNICATIONS Information Item Mitchell-Neilson would like to thank Third Baptist Church for celebrating our teachers and staff at our annual Back to School lunch at their church. We love this annual tradition. We'd also like to thank the church for their generous donation to our uniform fund.</p> <p>Bradley Academy is hosting a series of listening sessions and invites the community to join them for these feedback sessions. Two more listening sessions are scheduled for August 25, 6 p.m at Patterson Park and August 30, 5 p.m. at the school.</p> <p>The City Schools Foundation's Back to School Dash and 911 Heroes Run is Saturday, September 10, 8 a.m. beginning at the Murfreesboro Civic Plaza. We are still looking for runners and volunteers. Money raised by the Foundation goes directly to schools in the form of teacher and parity grants. The grant cycle is open through mid-September for educators across the district wishing to request a Foundation Grant.</p> <p>Reading in the Schools Day is scheduled for September 16. We look forward to working with Read to Succeed and community members to make this day a huge success for our students.</p> <p>Please mark your calendar for Thursday, September 22, 8 a.m. MCS will be hosting a community State of the Schools meeting at Redstone Federal Credit Union. More details will follow.</p>	Mrs. Lisa Trail

<p>Thank you to the great volunteers at United Way for a successful school supply drive. MCS received thousands of items thanks to their efforts. Plus, a huge thank you to the many churches and community members that donated school supplies, haircuts and more as a group or as an individual. Our students had the tools they needed to begin school successfully.</p> <p>The Foundation would like to recognize and congratulate past board chair Travis Lampley on his successful bid for Juvenile Court Judge. Travis will be stepping down from our board, but we want to thank him for his years of support.</p>	
<p>A. Swearing In of Incoming Board Members Procedural Item After the swearing in ceremony, Chair Butch Campbell told the board that a new board member orientation was held on Monday, August 22, before the new board members took office. He thanked Dr. Duke and the leadership team for a well-prepared and well organized orientation.</p>	Mayor Shane McFarland
<p>B. Introduction of Principal at Cason Lane-Sonya Cox Procedural Item</p>	Dr. Trey Duke
<p>IV. CONSENT ITEMS Consent Agenda</p>	Chair Butch Campbell
<p>A. Approval of 8-9-22 Board Minutes Consent Item</p>	
<p>B. Approval for Director of Schools to Instruct at MTSU Consent Item</p>	Dr. Trey Duke
<p>V. ACTION ITEMS Action Item</p>	Chair Butch Campbell
<p>A. Recognition of Outgoing Board Members-Resolution for Roseann Barton and Becky Goff Procedural Item</p>	Dr. Trey Duke
<p>B. Approval of Capital Improvement Plan Action Item Dr. Duke explained that the Capital Improvement Plan outlines projects and major purchases over the next five years, with the Plan being revised each year as needed. The board had the opportunity to review the plan at the August 9 work session. This plan does include a new school on the west side of town to address overcrowding at Overall Creek, Salem, and Scales. The plan would be to open that school August 2025.</p> <p>Amanda Moore said that she did review the CIP and is not opposed to it, but would like to ask the board and Dr. Duke to please look at one of the items that had to be pulled from the CIP because of the increased cost, and that is the renovation of the entry at Reeves Rogers.</p> <p>Dr. Duke agreed that Reeves Rogers renovation is a need, and there were projects at this time that were more immediate, such as HVAC, but he and his staff will continue to look at that.</p> <p>Roseann Barton reiterated what Amanda Moore said about the need at Reeves Rogers.</p>	Dr. Trey Duke

<p>Dr. Duke said he plans to bring Reeves Rogers back to the board hopefully sooner than next year's CIP review.</p> <p>Wes Ballard asked if the Reeves Rogers project would need to be requoted, and Dr. Duke said that it would need be requoted and looked at again.</p>	
<p>C. Approval of Board Policy 2.804 Expenses and Reimbursements on First Reading Action Item</p>	Dr. Trey Duke
<p>D. Approval of Board Policy 2.806 Bids and Quotations on First Reading Action Item</p> <p>Mr. Ballard had some questions regarding bids and quotations. He stated that on lines 9-12, the policy states the lowest and/or best bids will be accepted. He felt that left bids wide open.</p> <p>Kim Williams explained that historically we go with the lowest bid, unless we have had unfavorable dealings in the past with companies. At that point, we won't necessarily take the lowest bid, but the best bid.</p>	Dr. Trey Duke
<p>E. Approval of Board Policy 3.202 Emergency Preparedness Plan on First Reading Action Item</p>	Dr. Trey Duke
<p>F. Approval of Board Policy 4.101 Instructional Standards on First Reading Action Item</p>	Dr. Trey Duke
<p>G. Approval of Board Policy 4.400 on First Reading Action Item</p>	Dr. Trey Duke
<p>H. Approval of Board Policy 4.403 Library Materials on First Reading Action Item</p> <p>There was discussion with Sheri Arnette at the podium explaining the recent law to catalog library books.</p> <p>Roseann Barton said that teachers feel that they are not being trusted under this new law.</p> <p>Jimmy Richardson asked what would be the effect if the board did not adopt the policy. Elizabeth Taylor said that there could be a potential lawsuit or injunction to make the board adopt the policy as the law requires. She added that the law states that by the 2022-2023 school year, each district must adopt a policy.</p> <p>Dr. Duke added that both our legal authority and the state agree that this law applies to classroom and school libraries</p> <p>Jimmy Richardson added that since this is an unfunded mandate, he will abstain from the vote.</p>	Dr. Trey Duke
<p>I. Approval of Board Policy 4.406 Use of the Internet on First Reading Action Item</p>	Dr. Trey Duke
<p>J. Approval of Board Policy 5.106 Application and Employment on First Reading Action Item</p>	Dr. Trey Duke
<p>K. Approval of Board Policy 5.1061 Employment of Retirees on First Reading Action Item</p>	Dr. Trey Duke

L. Approval of Board Policy 5.200 Separation Practices for Tenured Teachers, Board Policy 5.201 Separation Practices for Non-Tenured Teachers, and Board Policy 5.701 Substitute Teachers on First Reading Action Item	Dr. Trey Duke
M. Approval of Board Policy 6.318 Admission of Suspended or Expelled Students on First Reading Action Item	Dr. Trey Duke
N. Approval of Board Policy 6.409 Child Neglect and Abuse on First Reading Action Item	Dr. Trey Duke
O. Approval of Extended School Advisory Board Action Item	Dr. Trey Duke
P. Approval of PreK Advisory Council Action Item	Dr. Trey Duke
Q. Approval of Family Resource Center Advisory Board Action Item	Dr. Trey Duke
R. Approval for all Field Trips under \$20 Action Item	Dr. Trey Duke
S. Approval of Omnia Partners Resolution Action Item	Dr. Trey Duke
T. Approval of Jatheon Email Archiving Action Item	Dr. Trey Duke
VI. REPORTS AND INFORMATION Information Item	Chair Butch Campbell
A. Revenue and Expenditure Report for June Information Item	Ms. Kim Williams
B. Summer Feeding Report Information Item Dr. Duke thanked Ms. Scheele and her staff for a job well done during summer feeding in the midst of staffing shortages and food scarcity.	Dr. Trey Duke
C. School Opening Update Information Item	Dr. Trey Duke
i. Enrollment Update Information Item Dr. Duke presented a PowerPoint to the board with updated enrollment numbers at this time in the school year. He explained that we are at capacity and expect more students in the coming days. Angela Fairchild also spoke about numbers in CDC. She said that kindergartners are coming in from other districts. She said that MCS is dedicated to students with disabilities. Dr. Duke added that Mrs. Fairchild works closely with him and principals to make sure that schools have what they need for special needs students in regards to staff. Jimmy Richardson said he hoped that staffing needs in this area could be re-evaluated mid-year instead of the end of the year. Amanda Moore asked what is the date for calculations for growth, and Dr. Duke told her that he would find out the exact date.	Dr. Trey Duke
ii. Review of District Organizational Chart Information Item	Dr. Trey Duke
D. Director's Update Information Item	Dr. Trey Duke

<p>Dr. Duke congratulated board members, Ms. Roseann Barton, Mrs. Becky Goff, and Mrs. Amanda Moore on their recent level increase in boardsmanship. These will all be recognized at the Fall District meeting.</p> <p>Dr. Duke went over a PowerPoint presentation explaining the new 3rd grade retention law. He explained that school districts have little to no wiggle room regarding this new law. There was much discussion and frustration from the entire board on this topic. Ms. Barton felt that this is just another unfunded mandate that the State is trying to impose on education. The consensus of the board was that they did not like this law and wanted to voice their opinion to that effect.</p> <p>Dr. Duke told the board that he and Ms. Taylor would be happy to draft a resolution to present to the board for their review at the September 13th meeting.</p> <p>David Settles said that he was very leery of the appeals process for parents. He asked what the appeals process will look like. Dr. Duke said that he is expecting the Department of Education to release a guidebook in the coming weeks explaining the appeals process, and he will update the board in September regarding this.</p> <p>Chair Campbell said that the State should have contacted the boards of education regarding this new law.</p> <p>Amanda Moore said that she was very frustrated with another rigid law being placed on education. She stated that we are looking at approximately 60% of our students falling into this group of 3rd graders not being promoted. She was also concerned about students with dyslexia and how this would affect those students and if there was funding for them. Dr. Duke said that there would be funds for students with dyslexia under the TISA direct allocations. He said that he will get the dollar amount per student.</p> <p>Dr. Duke said that we want to continue to make sure that the right people are at the table locally when it comes to making a decision to retain a student.</p>	
<p>VII. OTHER BUSINESS Information Item Chair Campbell welcomed Ms. Sheila Bratton and Ms. Claire Maxwell from Rutherford County Board.</p> <p>Roseann Barton thanked her colleagues on the board, central office staff, and Dr. Duke for being such a great group to work with over the past years. She said that she feels so good about the work that Dr. Duke and his staff are doing for Murfreesboro City Schools. She thanked the voting public for voting her in as a board member. She said that she loves MCS.</p> <p>Becky Goff also stated that it was an honor to serve on the board with her colleagues. She thanked MCS leadership for keeping our school system on track, especially during the past difficult times. She is also so thankful for the teachers that have stuck with education and with MCS. She said that it has been an honor to serve on the board.</p> <p>Chair Campbell said that the board appreciates both of them and will miss</p>	<p>Chair Butch Campbell</p>

them. He added that we have two very capable upcoming board members to take their places.	
VIII. ADJOURNMENT Action Item The meeting adjourned at 7:35 p.m.	Chair Butch Campbell

MINUTES

Board of Education Regular Meeting

August 9, 2022 5:00 PM

MCS Administrative Offices

I. CALL TO ORDER Procedural Item In attendance: Chair Butch Campbell, Vice Chair David Settles, Wes Ballard, Roseann Barton, Becky Goff, Amanda Moore, Jimmy Richardson Incoming board members: Barbara Long and Karen Dodd Staff: Dr. Duke, Joe Marlin, April Zavis, Christopher Young, Maria Johnson, Angela Fairchild, Sheri Arnette, Ralph Ringstaff, Larry Willeford, Kim Williams, Cathy Pressnell, Chris George, Beth Prater, and Lisa Trail Assistant City Attorney Elizabeth Taylor and City Liaison Bill Shacklett	Chair Butch Campbell
II. APPROVAL OF AGENDA Action Item Motion to approve the agenda. This motion, made by Mr. David Settles and seconded by Jimmy Richardson III, passed. (7-0)	Chair Butch Campbell
III. CONSENT ITEMS Consent Agenda Motion to approve consent agenda.. This motion, made by Ms. Amanda Moore and seconded by Ms. Becky Goff, passed. (7-0)	Chair Butch Campbell
A. Approval of 6-28-22 Board Minutes Consent Item	
IV. ACTION ITEMS Action Item	Chair Butch Campbell
A. Approval of Signing Stipend for CDC Positions Action Item Mr. Ballard asked if the board could get a list of bonuses or stipends that are being paid to teachers, coaches, etc. Mr. Jimmy Richardson added that he would like to know the source of those bonuses and stipends. Dr. Duke said that he and Ms. Kim Williams have already been working on a list such as that, and he will get that information to the Board. This list will be re-evaluated every year, but custodial, nutrition, and ESP positions will more than likely remain on the list. Dr. Duke added that we have now filled all CDC positions.	Dr. Trey Duke
B. Approval of FY23 GPS Budget Amendment Action Item Motion to approve the FY23 GPS Budget Amendment. This motion, made by Ms. Roseann Barton and seconded by Mr. David Settles, passed. (7-0)	Dr. Trey Duke
C. Approval of Budget Amendment-United Way Grant Action Item Motion to approve the United Way Grant Budget Amendment. This motion, made by Ms. Roseann Barton, passed. (7-0)	Dr. Trey Duke

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Recorded by L. VanCleave

<p>D. Approval of the FY23 School Federal Budget Title I A Action Item Motion to approve the FY23 School Federal Budget Title IA. This motion, made by Ms. Roseann Barton and seconded by Ms. Amanda Moore, passed. (7-0)</p>	<p>Dr. Trey Duke</p>
<p>V. ADJOURNMENT Action Item Before adjourning this portion of the meeting, Roseann Barton asked if Dr. Duke and the board would consider in the future a possible stipend for PLC leaders. Dr. Duke explained that this was an allowable expense and that he and his staff will pull numbers and see how many people this would involve and get that information to the board.</p> <p>This portion of the meeting adjourned at 5:20 p.m. Motion to adjourn. This motion, made by Mr. David Settles and seconded by Jimmy Richardson III, passed. (7-0)</p>	<p>Chair Butch Campbell</p>

Director of Schools

MINUTES

Board of Education Work Session

August 9, 2022 5:30 PM

MCS Administrative Offices

<p>I. 5:30-5:45 Enrollment Numbers Information Item Dr. Duke went over the latest enrollment numbers at this point with the board, since they are ever-changing. He explained that he would send a updated chart on Friday so that they could compare numbers between this meeting and Friday.</p> <p>Jimmy Richardson asked if, once the numbers settle, Dr. Duke could provide an enrollment chart showing how close we were to our projections for this year.</p> <p>There was more discussion regarding enrollment. Mr. Ballard also asked at what point will we need to build another school. Amanda Moore asked about the students that were rezoned. She would like to know how many of those students actually went to their newly rezoned school.</p>	<p>Dr. Trey Duke</p>
<p>II. 5:45-6:00 HR Report Information Item Maria Johnson, the new Director of Human Resources and Educator Effectiveness presented an HR report to the board. The board received a copy. The report gave them information on new hire demographics, new hire by location, exit interview data, end of the year resignations, terms, retirees, and end of the year transfers.</p> <p>Mrs. Johnson also added that every certified position has been filled. She explained that principals have more involvement in the hiring process now. She told the board that she and her team are in the process of hiring more substitute teachers now.</p> <p>There was discussion regarding partnerships with universities to help with the teacher shortage.</p> <p>Mr. Ballard asked if we have a mechanism for people wanting to make more money. Mrs. Johnson explained that we are working to provide more leadership opportunities for our teachers.</p> <p>Mr. Settles praised the HR team, Mrs. Johnson, and Mr. Ringstaff for a job well done in filling all teaching positions.</p> <p>Dr. Duke celebrated in the fact that we have three teachers that have received huge honors recently, one is a State TOY finalist, one received the Presidential Award for Math and Science, and one Milken Award winner.</p> <p>There was discussion regarding the new library law and the fact that teachers have to catalog their classroom libraries. Elizabeth Taylor explained that the law was unclear, but her legal opinion was that this new law did apply to classroom libraries. She said that school districts should receive more direction by December 1. Dr. Duke added that the message to teachers is not to stress over cataloging their books until we receive more guidance.</p>	<p>Mrs. Maria Johnson</p>
<p>III. 6:00-6:30 Brief Overview of Data Information Item Dr. Duke presented a PowerPoint that explained the State of the Schools.</p>	<p>Dr. Trey Duke</p>

<p>He talked about the impact of COVID on our scores, and the fact that we still had gains because our instruction team was stellar and provided intense and strategic professional development for our teachers.</p> <p>Dr. Duke presented snapshots of Math, ELA, and Science scores.</p> <p>He talked about the reading curriculum and told the board that we are seeing 7-10 point gains in schools that have used this curriculum for several years.</p> <p>Dr. Duke went over the Instructional Priorities with the board and touched on chronic absenteeism. He told the board that we will be re-launching the Everyday Matters campaign soon.</p> <p>He talked about the new truancy program that will soon be in place that Ms. Taylor and Mr. Joe Marlin are implementing that should help with chronic absenteeism. Dr. Duke added that he hoped this would take some workload off of the principals.</p> <p>Dr. Duke ended this portion of the meeting with the fact that we are celebrating our proficiency gains even during COVID.</p>	
<p>IV. 6:30-6:45 Strategic Plan Dashboard Information Item Dr. Chris George is working on the strategic plan dashboard and this will be shared with the board at the January work session.</p>	Dr. Trey Duke
<p>V. 6:45-7:15 CIP Information Item Ralph Ringstaff and Larry Willeford went over the Capital Improvement Plan with the board. They provided the board with a plan for 2022-2027. This plan provided information on upcoming projects and when these projects will take place.</p> <p>Chair Campbell asked about the bus garage and where we were with that. The plans for the bus garage are expected in 2024. Dr. Duke explained that we have the money earmarked, but the city has said no building at this time. He said that we are also looking for an existing vacant building. Dr. Duke said that he is continuing to work with the city on this, and it is still on the list.</p> <p>There was more discussion regarding when we would need to build a new school. Dr. Duke said that the worst case scenario would be 2026, but we would need to open in 2025. He said that we have a huge first step in that we already have the land to build on.</p>	Dr. Trey Duke/Ralph Ringstaff
<p>VI. CLOSED PORTION OF THE MEETING 7:15-8:00 School Security Information Item This portion of the meeting was closed to the public. Sgt. Hayley Shannon, Mr. Ringstaff, and Christopher Young went over the safety procedures for our school district.</p>	Dr. Trey Duke
<p>VII. ADJOURNMENT Action Item Dr. Duke told the board that if they have feedback on the Capital Improvement Plan to please let him know before the vote on August 23.</p> <p>He also reminded the board that if they have anyone to nominate for the Hall of Fame, please do so before the deadline of August 15.</p> <p>The meeting adjourned at 8:27 p.m.</p>	Chair Butch Campbell

Director of Schools

To: Board of Education

RE: Approval for Director of Schools to Instruct at M.T.S.U.

Board Meeting Date: August 23, 2022

Dr. Duke has been approached by the MTSU College of Education's Assessment, Leadership, and Student Success doctoral program to serve as an adjunct professor for the Fall 2022 semester. The instruction is for the same course the Board approved for Dr. Duke to teach in the Spring 2022 semester.

Section 12 of the Director of School's contract states:

Prior to accepting secondary or outside employment with compensation as a consultant or in a teaching position at a university or college, the DIRECTOR shall seek approval of the BOARD to determine if position would prohibit the effective performance of the DIRECTOR'S duties to the district or create an actual or potential conflict of interest.

The teaching commitment for Dr. Duke would be to provide instruction over three weekends (Friday night and Saturday) during the semester.

The specific weekend dates scheduled are...

September 9th (5:00pm – 9:00PM) and 10th (8:00am – 5:00pm)

November 4th (5:00pm – 9:00PM) and 5th (8:00am – 5:00pm)

November 18th (5:00pm – 9:00PM) and 19th (8:00am – 5:00pm)

To: Board of Education

RE: Approval of Capital Improvement Plan

Board Meeting Date: August 23, 2022

The capital improvement plan is presented for Board Approval to outline projects and major purchases over the next five years. This plan will be revised each year based on current needs.

Staff will use the Board approved plan as we work with the City of Murfreesboro to address needs.

The plan also includes possible funding sources. These funding sources may also be adjusted.

CSB: County Shared Bond Funds designated for school capital needs

GP: The school district's general purpose budget

CIP: Request will be made to include in the City of Murfreesboro CIP

The five-year plan does include a new school on the west side of town to address crowding and growth at Overall Creek, Salem Elementary, and Scales Elementary. The target opening date of this facility would be August 2025.

CAPITAL IMPROVEMENT PLAN 2022-2027

Project	Location	2022	22 Funding Source	2023	2023 Funding Source	2024	2024 Funding Source	2025	2025 Funding Source	2026	2026 Funding Source	2027	2027 Funding Source	Total
Maintenance														
Bleachers	BF, NF, RR, DS, HG, BR & MNE	BF/NF 112,600	CSB	RR/DS 225,000	CSB	BR/MNE 100,000	CSB	-		-				437,600
New School on the West Side						35,000,000 4,000,000	CIP (Building) (CIP) FFE and Tech							39,000,000
Floor Coverings & Abatement	ES, MNP, DS, HG, RR, MNE, BR & CLA	ES/MNP 220,749	CSB	-				HG/MNE/BR 525,000	CIP	RR/DS/CLA 450,000	CIP			1,195,749
Ceiling and Window Replacements	DS, MNE, HG & BR	-		MNE/HG(Ceiling) 1,000,000	CSB	BR (Ceiling) 500,000	CIP	-		DS (windows) 500,000	CIP			2,000,000
Concrete Resurfacing	BR, HG & OC	-		-		BR/HG/OC 125,000	CSB	-		-				125,000
New Fan Coils for all Classrooms	NF, BF									NF 360,000	New CSB or CIP	BF 360,000	New CSB or CIP	720,000
Replace Chiller and Cooling Tower	SC											SC 1,200,000	CIP	1,200,000
HVAC Replacement	Central Office			RR/HG 3,500,000	ESSER 3.0							CO 1,000,000	CIP	4,500,000
Cooling Tower Replacements	BF, NF, CLA & ES	NF 97,693	CSB	BF/ES/CLA 325,000	ESSER 3.0			-						422,693
Interior Painting	MNP,RR, DS, ES, SC, JP, BF	HG/RR 10,313	GP	MNP/RR 270,000	GP	DS/ES 505,000	GP	SC/JP 710,000	GP	BF 330,000	GP			1,825,313
Exterior Painting	DS, RR, BR, MNE, MNP, HG			DS/RR 41,000	GP	BR/MNE 48,000	GP	MNP/HG 56,000	GP					145,000
Radios for Transportation	Districtwide			110,000	Safe Schools	110,000	GP	110,000						330,000
Converting Schools to Key Card Access	BF, CL, DS, ES, HG, MNP,NF, RR, SC			BF, CL, DS 85,000	Safe Schools	ES, HG, MNP 75,000	GP	NF, RR, SC 80,000	GP					240,000
Exterior Door Replacement	RR, DS, HG & BR	-						DS/HG/BR/RR 370,000	CSB	-				370,000
Gym Floor Refinishing	BF & NF	BF/NF 76,000	GP							-				76,000
Gym Curtains/Dividers	OC, ES, CLA, BF, NF, DS, MNE, BR & JP	87,390	CSB	-		-				-				87,390
Parking Lot Seal Coat and Striping	DS, BF, CLA, ES, MNE, MNP, NF, RR, SC, JP, & SE	215,000	ELC Grant	BR 9,000	GP			-		-				224,000
Permeable Pavers (Re-chipping)	HG & OC	-		-		HG/OC 60,000	CSB							60,000
Playground Equipment & Surface	MNE, JP, MNP, SC, BR, NF & RR	BR/NF/SC/JP (resurface) 445,585	CSB	MNE (New) 500,000	ESP			-		-				945,585
Ramps for Portables (Aluminum)	RR	-		RR 60,000	GP	-		-		-				60,000
Roofs	MNE, BR, HG, RR, SC, CL	RR, HG, MN, BR 900,000	CSB	-		-		SC 4,000,000	CIP	CLA 4,000,000	CIP			8,900,000
Vehicle Replacement		2 cargo vans 55,000	CSB	Box Truck 78,000	CSB	MA 30,000 Tech 45,000 75,000	CSB	-		-				208,000
Technology														

Student Computers/Chromebooks		-		-		710,000	GP	1,065,000	GP	1,065,000	GP	700,000	GP	3,540,000
Teacher & Staff Computers		-		-		385,000	ESSER3.0	770,000	GP	770,000	GP	400,000	GP	2,325,000
Cameras for Schools	All Schools					25,000	GP	25,000	GP	25,000	GP			75,000
Network	20% of 1.5 million Erate Grant	-				100,000	GP	100,000	GP	100,000	GP	75,000	GP	375,000

Transportation														
Full Size Buses	See notes below	214,283	CSB	130,000	CSB	130,000	CSB	520,000	New CSB or CIP	-		260,000	New CSB or CIP	1,254,283
Special Education Buses		-		130,000	CSB	-		115,000	New CSB or CIP	-				245,000
New Transportation Facility		-		-		-		-		5,000,000	CSB	-		5,000,000
Totals		2,434,613		6,463,000		41,948,000		8,446,000		12,600,000		3,995,000		75,886,613

CSB Balance		1,864,017		1,563,000		490,000		370,000		5,000,000				
\$	9,322,816.00	\$ 7,458,799.00		\$ 5,895,799.00		\$ 5,405,799.00		\$ 5,035,799.00		\$ 35,799.00				

1,573,000

Transportation	Column1
2022 Replacement Buses	
2023 3 Replacement and 1 Growth Bus	1 ESSER, 1 purchased early (2022), 1 CSB SpEd, 1 CSB full size
2024-1 Growth Bus	
2025-4 Replacement and 1 Growth Bus	
2027-2 Growth Buses	

To: Board of Education

RE: Policy 2.804

Board Meeting Date: August 23, 2022

Policy 2.804 outlines MCS's Expenses and Reimbursement guidelines. These changes are being recommended by the Finance Director to ensure that travel expenses are properly documented and to update the reimbursement procedure.

The recommendation also includes the removal of the pooled fund section for Board member travel. This section of the policy does not match with current practices. The adjustment of this policy aligns reimbursement procedures for Board members to the same practices in place for district staff.

Murfreesboro City School Board

Monitoring: Review: Annually, in January	Descriptor Term: Expenses and Reimbursements	Descriptor Code: 2.804	Issued Date: 11/28/17 01/15/19 01/28/20
		Rescinds: BO 44	Issued: 03/01/15; 11/28/17

1 *Central Office*

2 The Board shall review expense allowances and reimbursement guidelines on an annual basis.

3 Requests for travel reimbursements shall be submitted to the employee's supervisor who shall then
4 submit it to the Finance Office within ~~thirty (30)~~fourteen (14) calendar days of the date of the completion
5 of such travel.

6 The Director of Schools shall develop procedures and forms to ensure consistency and transparency with
7 the implementation of this policy.

8 **SCHOOL PERSONNEL**

9 School personnel who incur expenses in carrying out their authorized duties will be reimbursed upon
10 submission of an approved ~~voucher-purchase requisition, travel reimbursement form~~ and supporting
11 ~~receipts~~documentation except where specified in the Travel Expenses and Reimbursements
12 Administrative Directive AD FM13 as a per-diem rate.-

13 Expenses for travel will be reimbursed when the travel has the advance authorization of the Director of
14 Schools. The Director of Schools may grant this authorization without prior board action when the travel
15 expense has been anticipated and incorporated into the operational budget of the particular program
16 involved.

17 The Board shall be responsible for all expenses pertaining to staff development. Student activity funds
18 shall not be used for this purpose.¹

19 **BOARD MEMBERS**

20 The members of the Board shall be paid for transportation, lodging, meals and other pertinent expenses
21 when traveling on business for the Board. No expense will be reimbursed if the individual is entitled to
22 reimbursement from any other source. Attendance at conventions or other educational meetings or travel
23 for other school purposes shall be authorized in advance by the Board.

24 *Reimbursements*

~~In the budget, each Board member will be allocated equally a set amount of funds for reimbursement of Board related expenses each fiscal year. The designated reimbursement amount shall be determined by the Board annually during the budget review process. These designated funds shall be utilized for reimbursement of any Board related expenses incurred by a Board member including, but not limited to, travel, meals, parking, seminar fees, lodging fees. Additionally, the Board shall allocate a pool of funds which may be utilized by any Board member for reimbursement of Board related expenses relative to attendance at a national conference regarding educational issues.~~

~~In order for a Board member to be eligible to utilize the "pooled expense funds," the Board member must have exhausted their individual expense funds and have been selected by the Board to attend the national conference in accordance with the process set forth in below.~~

Pooled Fund Selection Process *National Conferences*

At least thirty (30) days prior to the deadline for early or discounted registration for a national conference related to education, all Board members interested in attending shall inform the Board Secretary of their interest in writing. At the next regularly scheduled board meeting, the Board Chair shall randomly select an agreed upon number of Board members who meet the budgeted amount for attending the national conference; however, a member who has attended the national conference the prior year shall not be eligible to attend unless no other members are interested and sufficient funds exist in the budget.

Meals

No official shall be entitled to reimbursement for food and/or beverage expenses incurred as part of a benefit or fundraising event or an event when the primary purpose is social. An official may be entitled to be reimbursed for expenses for meals while attending a function of an organization to which MCS belongs (e.g. Tennessee School Board Association, etc.).² An official may be reimbursed for food and beverage expenses incurred while attending conferences, seminars, and official meetings held during meal hours which do not take place more than fifty (50) miles from the city of Murfreesboro. Meetings held more than fifty (50) miles from the city of Murfreesboro are covered by the Travel Expenses and Reimbursements Administrative Directive AD FM13~~Travel Expense Policy~~. An official may be reimbursed for expenses arising from meals with other officials/MCS employees, if: (i) MCS business is the primary purpose of the meal, (ii) MCS business is conducted during the meal, and (iii) MCS business cannot conveniently be scheduled during non-meal hours. Th rate of payment shall be the same as the rate for members of the professional staff.

Entertainment

An official is not entitled to reimbursement of any expense incurred in entertaining another person.

Resource Materials

An official may be entitled to reimbursement for the cost of acquiring a book, DVD, or other resource or research material if it relates to a matter within the official's present jurisdiction on the Board or to the official's general responsibilities as a member of the Board, provided (i) said resource material will

1 be of benefit and interest to persons other than the one individual, (ii) the materials are placed in the
2 permanent possession of the most relevant department head, and (iii) the purchase is within the budget.

3 *Approval of Board Member Expense Requests*

4 The ~~Assistant Superintendent for Administration and Support Services~~Finance Director shall be
5 responsible for review and approval of all Board Member expense requests. The Assistant
6 Superintendent for Administration and Support Services shall review the request to ensure sufficient
7 funds exist in the budget to pay the request and that the request is otherwise in compliance with Board
8 Policy. Board member expenses shall be listed on the communications section of the agenda for
9 information purposes only.

Legal References

1. *Tennessee Internal School Uniform Accounting Policy Manual*, Section 5-18
2. TCA 49-2-2001(c)

To: Board of Education

RE: Policy 2.806

Board Meeting Date: August 23, 2022

Policy 2.806 governs Bids and Quotations. Public Chapter 1016 of 2022 allows school boards to increase their bidding threshold to \$50,000 if the district has a centralized purchasing authority with a full-time purchasing agent and the Board votes to increase the limit. We recommend that the board accept this amendment to increase the bidding threshold.

Murfreesboro City School Board

Monitoring: Review: Annually, in January	Descriptor Term: <h2 style="margin: 0;">Bids and Quotations</h2>	Descriptor Code: 2.806	Issued Date: 11/18/17 01/15/19; 01/28/20
		Rescinds: FM 8	Issued: 01/01/12

1 All purchases of supplies, materials, equipment, and contractual services in excess of ~~twenty-five~~fifty
 2 thousand dollars (\$~~2550~~,000), including those by individual schools, shall be based on competitive bids.
 3 These bids shall be solicited by advertisement in a newspaper of general circulation within the school
 4 system. However, said newspaper advertisement may be waived by the purchasing agent in an
 5 emergency. The purchasing agent shall advertise for bids and receive quotations.¹

6 All purchases of ~~twenty-five~~fifty thousand dollars (\$~~2550~~,000) or less, including those by individual
 7 schools, may be made in the open market without newspaper notice, but shall, whenever possible, be
 8 based on at least three (3) competitive bids.¹

9 The lowest and/or best bid shall be accepted, provided the purchaser reserves the right to reject any or
 10 all bids or any part of any bid and, if applicable, to accept the bid which is best as evidenced by reasons
 11 relative to the purpose of the purchase. Any bid may be withdrawn prior to the scheduled time for the
 12 opening of bids. Any bid received after the time and date specified shall not be considered.

13 The bidder to whom the award is made may be required to enter into a written contract.

14 The practice of splitting an order or dividing items to be purchased in order to avoid the use of bidding
 15 or other purchasing procedures is strictly prohibited.

16 Contracts for legal services, educational consultants, and similar services by professional persons or
 17 groups of high ethical standards shall not be based upon competitive bids but shall be awarded on the
 18 basis of recognized competence and integrity.²
 19

Legal References

1. TCA 49-2-203(a)(3)(A)-(B); TCA 49-2-206(b)(2); ~~§~~
12-3-1212
2. TCA 5-14-108(a)(2)

To: Board of Education

RE: Policy 3.202

Board Meeting Date: August 23, 2022

Policy 3.202 governs the district's Emergency Preparedness. School districts are now required to conduct at least one virtual learning drill each year per Public Chapter 936. We have updated policy 3.202 to reflect this requirement.

Murfreesboro City School District

Monitoring: Review: Annually, in October	Descriptor Term: Emergency Preparedness Plan	Descriptor Code: 3.202	Issued Date: 10/22/19 REVISED 10/12/21
		Rescinds: BO 24	Issued: 02/01/11, 01/23/18

1 The Director of Schools shall be responsible for developing, maintaining, and acquiring Board
2 approval of the district Multi-Hazard Operations Plan,¹ which shall include, but not be limited to,
3 procedures for nuclear or bomb threats, civil disturbances, armed intruders, earthquakes, fires,
4 tornadoes or other severe weather, and medical emergencies.

5 The principal of each school shall develop and implement emergency preparedness drills which shall
6 be approved by the Director of Schools. When appropriate, such drills shall be held in conjunction with
7 emergency response agencies. These procedures shall be in written form and distributed to all staff,
8 students, and parents.

9 **FIRE AND SAFETY DRILLS**

10 The principal shall ensure that one fire drill requiring full evacuation is given every thirty (30) school
11 days, with two (2) fire drills occurring during the first thirty (30) full days of the school year.
12 Additionally, he/she shall ensure that four (4) fire safety educational announcements are conducted
13 throughout the year.²

14 The principal shall ensure that three (3) additional safety drills are given during the school year.² These
15 drills may cover inclement weather, earthquakes, armed intruders, or other emergency drills that do not
16 require full evacuation. A record of all fire or safety drills, including the time and date, shall be kept in
17 each school's office.²

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

20 **ARMED INTRUDER DRILLS**

21 The Director of Schools or designee shall ensure that each school safety team conducts at least one (1)
22 armed intruder drill ~~within the first thirty (30) days of school~~annually in coordination with local law
23 enforcement.³

24 **AED DRILLS**

25 Any school with an AED shall conduct a CPR and AED drill for school personnel to practice the use
26 of these life saving devices and to evaluate the school's preparedness in the event of a medical
27 emergency. The principal shall be responsible for ensuring the drill occurs.⁴

1 Any school with an AED shall schedule annual AED training for all school personnel. The AED
2 training shall:

- 3 • Teach the use of AEDs;
- 4 • Inform school personnel of the location of AEDs;
- 5 • Inform school personnel of the school's response plan; and
- 6 • Inform school personnel of the members of the school response team.⁴

7 **MEDICAL EMERGENCIES/PANDEMIC FLU**

8 In the event of medical emergencies, such as a pandemic flu outbreak, school officials shall cooperate
9 and consult with the local and state health departments and other local emergency or healthcare
10 providers in protecting students and the community from further infection. The Director of Schools
11 shall develop procedures for health emergencies in accordance with state law and regulations.⁵
12

13 **REMOTE LEARNING DRILLS⁶**

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

Legal References

1. TRR/MS 0520-01-02-.30(2)2
2. TCA 68-102-137(b), (f)
3. TCA 49-6-807
4. TCA 49-2-122; TCA 49-6-1208
4. ~~TCA 68-14-401, et seq.~~
5. TCA 49-6-3004(a), (e); TCA 49-5-404936
6. Public Acts of 2022, Chapter No. TCA 49-2-122(b); TCA 68-140-404; Tennessee Department of health Pandemic Influenza Response Plan; <http://health.state.tn.us/ccdsPDFs/2006-PanFlu-Plan.pdf>

Cross References

Emergency Closings 1.8011
Community Use of School Facilities 3.206

To: Board of Education

RE: Policy 4.101

Board Meeting Date: August 23, 2022

We have updated this policy 4.101 to notify stakeholders that complaints regarding alleged violations of TCA 49-1-302 regarding prohibited concepts are required to comply with the complaint process outlined by the TN Department of Education's temporary emergency rule. The policy may need to be amended again after the Department of Education implements a permanent rule. Once the Department releases a final rule, we will update this policy with any recommended changes.

Murfreesboro City School Board

Monitoring: Review: Annually, in December	Descriptor Term: Instructional Standards	Descriptor Code: 4.101	Issued Date: 08/24/21
		Rescinds:	Issued:

1 *General*

2 The Board is charged with selection of the curriculum. No subjects or topics prohibited by state or
3 federal law shall be taught.¹ The Director of Schools shall develop administrative procedures to
4 implement this policy.

5 **STATE STANDARDS²**

6 Only Tennessee state standards shall be taught within the school district. The following are prohibited:

- 7 1. Instructional materials, textbooks, or supplemental materials created to align exclusively with
8 Common Core; or
- 9 2. Instructional materials, textbooks, or supplemental materials that are marketed or otherwise
10 identified as Common Core textbooks or instructional materials.

11 **CURRICULUM AND INSTRUCTIONAL PROGRAMMING**

12 All curriculum and instructional programming implemented in the school district shall adhere to state
13 and federal laws. District employees shall not include or promote any concepts that would violate state
14 law when providing instruction, using instructional or supplemental materials, or when implementing
15 the instructional program and curriculum.¹

16 The Director shall develop procedures to ensure that the district's instructional program complies with
17 state law.

18 Complaints regarding teaching prohibited concepts in violation of state law shall be submitted per the
19 regulation developed by the Tennessee Department of Education.³

20

Legal References

1. Public Acts of 2021, Chapter No. 205; Public Acts of 2021,
Chapter No. 281; Public Acts of 2021, Chapter No. 471;
Public Acts of 2021, Chapter 20. 493
2. TCA 49-1-302(a)(8); TCA 49-1-314
3. [TRR/MS 0520-12-04](#)

Cross References

- Controversial Issues 4.800
Controversial Materials 4.801

To: Board of Education

RE: Policy 4.400

Board Meeting Date: August 23, 2022

Policy 4.400, Instructional Materials, contains the district's procedure for handling complaints regarding textbooks and instructional materials. This amendment adds language in response to Public Chapter 1085, prohibits the use of textbooks or instructional materials created to align exclusively with the Common Core State Standards or that are marketed as Common Core textbooks or materials.

Murfreesboro City School Board

Monitoring: Review: Annually, in November	Descriptor Term: Instructional Materials	Descriptor Code: 4.400	Issued Date: 01/19/21 Rev 11/09/21
		Rescinds: STU 41, IS 5	Issued:

1 *General*

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

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

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

8

9 **SELECTION¹**

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

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

21 **DISTRIBUTION**

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

25 **CARE OF TEXTBOOKS AND INSTRUCTIONAL MATERIALS³**

26 Textbooks and instructional materials are property of the Murfreesboro City Schools and shall be
27 returned at the end of the school year, upon completion of the course, or upon withdrawal from a

1 course or school. Parent(s)/guardian(s) are to sign an agreement stating they shall be responsible for
2 the textbooks and instructional materials received and used by their children. The Director of Schools
3 shall be responsible for developing an administrative procedure regarding the replacement of lost or
4 damaged textbooks and instructional materials.

5 **REVIEW OF MATERIALS**

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

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

- 9 1. Instructional materials;
- 10
- 11 2. Teaching materials/aids;
- 12
- 13 3. Handouts; and
- 14
- 15 4. Tests that are developed by and graded by their child's teacher.

16 **PROCEDURE FOR FILING AND PROCESSING THE FORM "CITIZENS REQUEST FOR** 17 **RECONSIDERATION OF INSTRUCTIONAL MATERIALS"**

- 18 1. The complainant will file the complaint form with the office of the Director of Schools
- 19 2. The materials in question will be reviewed by a media review committee appointed by the Director
20 of Schools composed of the following:

- 21 • Assistant Superintendent of Curriculum and Instruction, Chair (responsible for record-keeping)
- 22 • Principal of school involved
- 23 • School library media specialist
- 24 • Teacher representing school and subject area involved
- 25 • Lay person (example: PTO officer from school where complaint originated)

26 3. The challenged materials will remain available for use during the reconsideration process unless
27 the materials (1) were created to align exclusively with Common Core; or (2) are marketed or
28 otherwise identified as Common Core textbooks or instructional materials, in which case they
29 shall be removed immediately.⁴
30

31 ~~3.4.~~ The Committee will consider the material with specific objections in mind and a report will be
32 filed with the Director of Schools describing the review process and stating the recommendations
33 of the committee.

34 ~~4.5.~~ If the matter was not resolved through the review committee process, the Director of Schools will
35 submit the report to the Board of Education for final action.

36 The Board of Education will report its decision to the complainant and to each school in the system.
37 Any material that has been through the review process within the past three (3) years will not be
38 reconsidered. The earlier committee action will stand.

Legal References

1. TCA 49-6-2207(c), (e), (f); TCA 49-6-2202(d);
TRR/MS 0520-01-18-.02
2. 20 USCA § 1232h(a); TCA 49-6-7003
3. TCA 49-3-310(1)(B); TRR/MS 0520-01-02-.16(2)
- ~~3-4.~~ [Public Acts of 2022, Chapter No. 1085](#)

Cross References

Surplus Property Sales 2.403
Student Fees and Fines 6.709

To: Board of Education

RE: Policy 4.403

Board Meeting Date: August 23, 2022

Public Chapter 744, known as the Age-Appropriate Materials Act, creates new requirements for Boards. This Act requires school districts to: (1) maintain and post online a current list of the materials in the school's library collection; and (2) adopt a policy for developing and reviewing school library collections. This required policy must contain procedures for developing a library collection, receiving, and evaluating feedback, and periodically reviewing the library collection to ensure that it contains materials appropriate for the age and maturity levels of students who may access them and that it is suitable for and consistent with the educational mission of the school. We are recommending that a new policy, 4.403 Library Materials, be adopted to align with this new state law.

Murfreesboro City School Board

Monitoring: Review: Annually, in November	Descriptor Term: Library Materials	Descriptor Code: 4.403	Issued Date:
		Rescinds:	Issued:

1 General

2 The School Librarian shall be responsible for library collection development. Library materials shall be
3 reviewed to ensure the content aligns with state law.¹ The library collection shall adhere to the following
4 criteria:

- 5 1. Materials shall be suitable for and consistent with the educational mission of the school;
6
- 7 2. Materials shall be appropriate for the age and maturity levels of the students who may access
8 them. The determining factor will be based on an assessment of any mature themes or content
9 (i.e., violence, sexual content, vulgar language, substance abuse);
10
- 11 3. Materials shall contain literary, historical, and/or artistic value and merit; and
12
- 13 4. The collection as a whole shall offer a variety of viewpoints.

14 The district's Literacy Coordinator shall be responsible for periodically reviewing the district's library
15 collection in line with these established standards.

16
17 **PROCEDURE FOR FILING AND PROCESSING THE FORM “CITIZENS REQUEST FOR**
18 **RECONSIDERATION OF LIBRARY MATERIALS”:**

- 19 • The complainant will file the complaint form with the office of the Director of Schools
- 20 • The materials in question will be reviewed by a media review committee appointed by the
21 Director of Schools composed of the following:
 - 22 1. Director of Curriculum and Instruction, Chair (responsible for record-keeping)
 - 23 2. Principal of school involved
 - 24 3. School library media specialist
 - 25 4. Teacher representing school and subject area involved
 - 26 5. Lay person (example: PTO officer from school where complaint originated)
- 27 • Committee will consider the material with specific objections in mind and a report will be filed
28 with the Director of Schools describing the review process and stating recommendations of the
29 committee.

- If the matter was not resolved through the review committee process, the Director of Schools will submit the report to the Board of Education for final action. The Board of Education will report its decision to the complainant and to each school in the system.
- Any material that has been through the review process within the past three (3) years will not be reconsidered. The earlier committee action will stand. The review of questioned materials shall be treated objectively as an important matter. Invitation shall be extended to those persons or groups filing complaints to meet with the committee at a specified date, time, and place to present their opinions. The school librarian, teacher or any other person involved in the selection of the questioned material shall have the same opportunity. The best interests of the students, school and community shall be of paramount consideration.

INSTRUCTION TO MEDIA REVIEW COMMITTEE:

- Base decisions on the principal of freedom to learn rather than on the defense of specific items of library material. Freedom of inquiry is vital to education in a democratic society.
- Study all materials referred and read available reviews on the materials. Consulting standard evaluation aids and the collections of other schools should check general acceptance of the material.
- Passages should not be taken out of context. Values and faults should be weighed against each other with the decision based on the material as a whole.
- Committee report should contain both majority and minority opinions as appropriate to the particular review.

Legal References

1. *Board of Education, Island Trees Union Free School District No. 26 v. Pico*, 457 U.S. 853, 102 S. Ct. 2799 (1982); Public Acts of 2022, Chapter No. 744

Cross References

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

To: Board of Education

RE: Policy 4.406

Board Meeting Date: August 23, 2022

We have updated model policy 4.406 to align with the requirements of Public Chapter 1002. This new law requires Boards to have a policy in place regarding complaints about how vendors provide access to online content. The law requires districts to have a policy specifically allowing these complaints and stating how they will be handled.

Murfreesboro City School Board

Monitoring: Review: Annually, in November	Descriptor Term: Use of Internet	Descriptor Code: 4.406	Issued Date: 11/12/19 Rev 11/09/21
		Rescinds: BO 45	Issued: 11/01/12

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

4 **Employees**

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

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

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

28 **Students**

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

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

15 **INTERNET SAFETY MEASURES²**

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

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

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

- 29 • Utilizing technology that blocks or filters Internet access (for both students and adults)
- 30 to material that is obscene, child pornography or harmful to students³
- 31 • Monitoring on-line activities of students
- 32

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

- 36 1. Utilizing technology that filters, blocks, or otherwise prevents internet access (for both
37 students and adults) to material that is obscene or pornographic;³
38

1 2. Prohibiting and preventing a use from sending, receiving, viewing, or downloading
2 materials that are deemed to be harmful to minors;⁴

3
4 3. Maintaining and securing a usage log; and

5
6 4. Monitoring online activities of students.²

7
8 The Board shall provide reasonable public notice of and at least one (1) public hearing or meeting to
9 address and communicate its internet safety measures.²

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

17
18 Complaints alleging a violation of the internet safety measures shall be submitted to the Director of
19 Technology. All complaints shall be reviewed to determine how to appropriately respond.

20 **E-MAIL**

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

26 **INTERNET SAFETY INSTRUCTION**⁴

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

31 **SOCIAL NETWORKING**

- 32 1. District staff who have a presence on social networking websites are prohibited from posting
33 data, documents, photographs or inappropriate information that is likely to create a material and
34 substantial disruption of classroom activity.
- 35 2. District staff are prohibited from accessing personal social networking sites on school
36 computers or during school hours except for legitimate instructional purposes.

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

5 **VIOLATIONS**

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

8

9 **VENDOR CONTRACTS**³

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

Legal References

1. [TCA 39-14-602](#)
2. [47 USCA § 254 \(h\)\(5\)\(A\) – \(C\), 254\(l\); 47 CFR § 54.520\(c\)\(1\)\(i\); 20 USCA § 7131](#)
3. [Public Acts of 2022, Chapter No. 1002](#)
4. [TCA 39-17-901; Public Acts of 2022, Chapter No. 1002](#)
5. [TCA 10-7-512](#)
6. [TCA 49-1-221](#)
- ~~1. TCA 39-14-602~~
- ~~2. 20 USCA § 7001~~
- ~~3. TCA 10-7-512~~
- ~~4.7. TCA 49-1-221~~

Cross References

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

To: Board of Education

RE: Policy 5.106

Board Meeting Date: August 23, 2022

Policy 5.106, Application and Employment, outlines the procedure when teachers anticipate receiving an Advanced Degree or Academic Credentials. These changes are being recommended by the Human Resources Department to help teachers better understand the deadlines and better understand the requirements to reach the MA +30 status.

Murfreesboro City School Board

Monitoring: Review: Annually, in January	Descriptor Term: Application and Employment	Descriptor Code: 5.106	Reviewed Date: 05/24/22
		Rescinds: PER 8, PER 11,PER 14	Issued: 09/22/17

1 APPLICATION

2 An individual desiring a position shall make application to the Director of Schools on forms developed
3 by his/her office. To ensure the safety and welfare of students and staff, the district shall require
4 criminal history background checks and fingerprinting of applicants for teaching positions and any
5 other positions that require proximity to children.¹ If applying for a teaching position, the Director of
6 Schools shall also check the applicant's license status in the Tennessee Department of Education's
7 database to determine if there is a hold on that applicant's license, and if so, the reasoning behind the
8 hold.²

9 Knowingly falsifying information shall be sufficient grounds for termination of employment and shall
10 also constitute a Class A misdemeanor which must be reported to the District Attorney General for
11 prosecution.³ The Board shall pay any costs incurred to perform these background checks and
12 fingerprinting.⁴

13 *Professional Employees*

14 The application shall include a transcript of credits earned at the colleges or universities attended along
15 with references from persons such as previous employers, college professors, and supervisors of
16 student teachers. Other information shall include whether such applicant has been dismissed for cause
17 from a school system.⁵ If previously employed by a local board of education, the applicant shall
18 provide evidence of acceptable resignation.

19 No person shall be employed:

- 20 1. Who does not hold a valid license to teach or a temporary permit to teach from the Tennessee
21 Board of Education;⁶
- 22 2. Who has been identified by the Department of Children's Services as a perpetrator of child
23 abuse, severe child abuse, child sexual abuse, or child neglect, or who poses an immediate
24 threat to the health, safety, or welfare of children;⁷
- 25 3. Who is listed on the state's abuse of vulnerable persons registry maintained by the Department
26 of Health;⁷
- 27 4. Who does not present a physician's certificate showing a satisfactory health record or has any
28 contagious or communicable disease in such form that might endanger the health of school
29 children;⁸
- 30 5. Who refuses to take and subscribe to an oath to support the Constitution of the State of
31 Tennessee and of the United States of America;⁹
- 32 6. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from
33 employment for cause; or

1 7. Who does not receive a satisfactory background check.¹⁰

2 *Support Employees*

3 No person shall be employed:

4 1. Without the appropriate qualifications listed in the job description and/or stated in law;

5 2. Who has any contagious or communicable disease in such form that might endanger the health
6 of the children;⁸

7 3. Who has been identified by the Department of Children's Services as a perpetrator of child
8 abuse, severe child abuse, child sexual abuse, or child neglect, or who poses an immediate
9 threat to the health, safety, or welfare of children;⁷

10 4. Who is listed on the state's abuse of vulnerable persons registry maintained by the Department
11 of Health;⁷

12 5. Who has not complied with the Immigration Reform and Control Act of 1986;¹¹

13 6. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from
14 employment for cause; or

15 7. Who does not receive a satisfactory background check.¹⁰

16 **EMPLOYMENT**

17 *Professional Employees*

18 After checking references and receiving written recommendations, the Director of Schools shall hire
19 and assign qualified applicants.

20 Upon initial employment, the Director of Schools shall notify such person, in writing, of the offer and
21 conditions of employment. Upon receipt of employment notification, such person shall respond within
22 the timeline established by state law.¹² From the date of the written acceptance, such person is
23 considered to be under employment with the system and is subject to all rights, privileges, and duties.

24 *Support Employees*

25 After checking references and receiving written recommendations from principals and/or supervisors,
26 the Director of Schools shall hire and assign qualified applicants. The Employment at Will Agreement
27 of each support employee shall contain a statement regarding the required ninety (90) day probationary
28 period.

29 *Anticipation of Advanced Degree or Academic Credentials*

30 The teacher shall be responsible for securing a license or certificate, verifying its accuracy, maintaining
31 its validity, registering it with the Murfreesboro City Schools Human Resources Department, and
32 meeting the requirements of T.C.A. 49-5-101. Initial salary shall reflect the established degree shown
33 on the Tennessee Department of Education certificate presented at the time of employment.

1 For budgetary purposes, all licensed employees who anticipate receiving an advanced degree or
 2 additional graduate hours to meet the MA+30 requirement shall report this to the Director of Schools
 3 no later than March 1.

4 The licensed employee shall be responsible for filing an official copy of the transcripts with the
 5 Murfreesboro City Schools' Human Resources Department once the required coursework has been
 6 completed or the degrees have been awarded. The employee may but is not required to complete the
 7 necessary process to have their school/university send official transcripts directly to the state
 8 certification office in order to add the degree to their license in TNCompass.

9 The employee has 60 calendar days to submit the required documentation to Human Resources in
 10 order for the new level of pay to backdate to the degree conferral date. If documentation is received
 11 after 60 calendar days, the new level of pay will begin the date that the documentation is received by
 12 Human Resources.

13 For courses to count towards a MA+30 status on the pay lane, they must be graduate level education
 14 courses taken after completion of a Master's degree. These courses must be traditional, credited
 15 courses and not continuing education credits or courses needed for initial licensure.

16 ~~If the new degree/coursework is earned in May or August, the employee has until December 1st to add~~
 17 ~~the degree to their license and notify Human Resources by email in order to receive retroactive pay for~~
 18 ~~the first half of the school year. If all documentation is provided on or before December 1st, the new~~
 19 ~~pay rate will be effective the date the degree was earned.~~

20 ~~If the new degree/coursework is earned in December, the employee has until April 1st to add the~~
 21 ~~degree to their license and notify Human Resources by email in order to receive retroactive pay for the~~
 22 ~~second half of the school year. If all documentation is provided on or before April 1st, the new pay rate~~
 23 ~~will be effective the date the degree was earned.~~

Legal References

1. TCA 49-5-406
2. State Board of Education Policy 5.501
3. TCA 49-5-406(a)(2)(A)
4. TCA 49-5-413(c)
5. TCA 49-2-131
6. TCA 49-5-403; TCA 49-5-101; TCA 49-5-106
7. TCA 49-5-413(e)
8. TCA 49-5-404
9. TCA 49-5-405
10. TCA 49-5-413(a), (f)
11. Immigration Reform and Control Act of 1986; Pub. L. No. 99-603, 100 Stat. 3359, 8 USCA § 1101 *et seq.*
12. TCA 49-5-406(b)

Cross References

- Orientation and Probation 5.107
- Compensation Guides & Contracts 5.110
- Background Investigations 5.118
- Recommendations and File Transfers 5.203
- Qualifications and Duties of the Director of Schools 5.802

To: Board of Education

RE: Policy 5.1061

Board Meeting Date: August 23, 2022

The General Assembly passed Public Chapter 821 – allowing an additional option for employment of retirees to fill these roles. To clarify the options for employing retirees, we have created a new policy 5.1061.

Murfreesboro City School Board

Monitoring: Review: Annually, in January	Descriptor Term: Employment of Retirees	Descriptor Code: 5.1061	Issued Date:
		Rescinds:	Issued:

1 General

2 The Director of Schools may hire a retired individual if certain conditions are met as provided for in
3 state law.

4 **EMPLOYMENT CONTRACTS FOR UP TO 120 DAYS**

5 Teachers who retire under the Tennessee Consolidated Retirement System (TCRS) may be employed
6 for up to one hundred twenty (120) days per year without loss of retirement benefits. Retired teachers
7 may substitute teach for additional days if the Director of Schools certifies in writing to the Division of
8 Retirement that no other qualified personnel are available to substitute teach.¹

9 **EMPLOYMENT CONTRACTS FOR ONE YEAR**

10 The Director of Schools may employ teachers retired for at least one (1) year for full-time employment
11 as a kindergarten through twelfth (K-12) grade teacher on a year-to-year basis. Retirement benefits will
12 not be lost or suspended under certain conditions which include, but are not limited to, the following:²

- 13 1. The Director of Schools of the employing district shall certify in writing that no other qualified
14 individuals are available to fill the position;
- 15
- 16 2. The Commissioner of Education shall certify that the employing school district serves an area
17 that lacks qualified teachers to serve in the position to be filled;
- 18
- 19 3. The retired teacher shall hold a valid license and shall not be entitled to tenure status;
- 20
- 21 4. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or
22 receive medical insurance coverage; and
- 23
- 24 5. The salary paid to the retired teacher shall not be less than the rate of compensation set by the
25 Board for teachers with no experience filling similar positions or more than eighty-five percent
26 (85%) of the rate of compensation set by the Board for teachers with comparable training and
27 years of experience filling similar positions.

ADDITIONAL EMPLOYMENT OPTION FOR RETIREES³

Retired members of TCRS or a similar system may be offered reemployment for up to one (1) year as a kindergarten through twelfth (K-12) grade teacher, substitute teacher, or bus driver under the following conditions:

1. The retired member has been retired for at least sixty (60) calendar days;
2. The retirement benefit payable to the retired member is reduced to seventy percent (70%) of the retirement allowance;
3. The retired member's employment can't be longer than a one (1) year period; however, the retired member can be reemployed for additional one (1) year periods;
4. The retired member is not drawing disability retirement benefits; and
5. The retired member can't accrue additional retirement benefits.

The Director of Schools shall notify TCRS of the member's reemployment and certify in writing that the retired member has the required experience and training for the position and that no other qualified persons are available to fill the position.

Once the retired member is hired by the district, the district shall pay TCRS as prescribed by state law. The school district shall pay to TCRS during the period of reemployment the greater of (1) a payment equal to the amount the school district would have contributed to TCRS; or (2) an amount equal to five percent (5%) of the retired member's pay rate.

Legal References

1. TCA 8-36-805
2. TCA 8-36-821
3. Public Acts of 2022, Chapter No. 821

Cross References

Application and Employment 5.106
Substitute Teachers 5.701

To: Board of Education

RE: Policies 5.200, 5.201, and 5.701

Board Meeting Date: August 23, 2022

Board policies 5.200, 5.201, and 5.701 all contain language regarding the employment of retired teachers. Because new policy 5.701, now addresses employment of retirees to fill these roles. The information on retirees has been removed from these policies to help provide clarity.

Murfreesboro City School Board

Monitoring: Review: Annually, in February	Descriptor Term: Separation Practices for Tenured Teachers	Descriptor Code: 5.200	Issued Date: REVIEWED 02/19; 02/20; 02/21
		Rescinds: PER 39	Issued: 05/01/12

1 **REPORTING OF CRIMINAL ARRESTS**

2 All employees shall report being arrested to their immediate supervisor within two (2) days of the
3 arrest. The supervisor must report the offense to the Director of Schools immediately, and the Director
4 of Schools must report the arrest to the Board Chair as soon as practical.

5 **SUSPENSION PENDING AN INVESTIGATION¹**

6 The Director of Schools may suspend a teacher at any time that may seem necessary, pending
7 investigation or final disposition of a case before the Board or an appeal. If the matter under investigation
8 is not the subject of an ongoing criminal investigation or a Department of Children's Services
9 investigation, and if no charges for dismissal have been made, a suspension pending investigation shall
10 not exceed ninety (90) days in duration. The Director of Schools may suspend a teacher with or without
11 pay. If the suspension is without pay and the teacher is vindicated or reinstated, the teacher shall be paid
12 full salary for the period of suspension.

13 **SUSPENSION OF THREE DAYS OR LESS^{2,3,4}**

14 A Director of Schools/designee may suspend a teacher for incompetence, inefficiency, neglect of duty,
15 unprofessional conduct and insubordination. Before an employee is suspended they shall be: (1) provided
16 with written notice, including the reasons for the suspension along with an explanation of the evidence;
17 (2) given an opportunity to respond to the Director/designee at a conference, if requested within five (5)
18 days; and (3) given a written decision of the suspension within ten (10) days. Both parties may be
19 represented by counsel at the conference, which shall be recorded.

20 The Director of Schools may suspend a tenured teacher with or without pay. If the suspension is without
21 pay and the teacher is reinstated, the tenured teacher shall be paid full salary for the period of suspension,
22 unless suspension without pay is deemed to be an appropriate penalty.

23 **DISMISSAL OR SUSPENSIONS GREATER THAN THREE DAYS⁵**

24 The Board shall maintain a list of qualified individuals who have indicated a willingness to act as
25 impartial hearing officers, as defined under Tennessee law.

1 When charges are made against a tenured teacher, charging the teacher with offenses which may
2 justify dismissal or a suspension greater than three (3) days, the charges shall be made in writing,
3 specifically stating the offenses which are charged and shall be signed by the party or parties making
4 the charges.

5 If, in the opinion of the Board, the charges are of such nature as to warrant the release or a suspension
6 greater than three (3) days of the teacher, the Director of Schools shall give the teacher a written
7 notice of this decision, a copy of the charges against the teacher, and a copy of a form provided by the
8 Commissioner of Education advising the teacher of his/her legal duties, rights and recourse.

9 A tenured teacher who has been given notice of charges against him/her may within thirty (30) days
10 after receipt of notice give written notice to the Director of Schools of his/her request for a hearing.

11 The Director of Schools shall, within five (5) days after receipt of request, assign a hearing officer
12 from the list maintained by the Board.

13 The hearing officer shall notify the parties, or their attorney, of the officer's assignment and direct the
14 parties or the attorneys for the parties, or both, to appear before the hearing officer for simplification of
15 issues and the scheduling of the hearing. That hearing shall be set no later than thirty (30) days
16 following receipt of the initial request for a hearing. In the discretion of the hearing officer, all or part
17 of any prehearing conference may be conducted by telephone if each participant has an opportunity to
18 participate, be heard, and to address proof and evidentiary concerns. The hearing officer is empowered
19 to issue appropriate orders and to regulate the conduct of the proceedings.

20 Either party may appeal to the Board of Education an adverse ruling by giving written notice of appeal
21 within ten (10) working days of the hearing officer's delivery of the hearing officer's written findings
22 and conclusions. The Director of Schools shall prepare a copy of the proceedings, including all
23 transcripts and evidence, documentary or otherwise, and transmit the same to the Board within twenty
24 (20) days of the receipt of the notice of appeal.

25 The Board shall hear the appeal on the record, and no new evidence may be submitted by either party.
26 The appealing party may appear before the Board to argue why the adverse ruling should be over-
27 turned. In no event should such argument last more than fifteen (15) minutes, unless the Board should
28 vote to extend additional time. At the conclusion of the hearing, any member of the Board may vote to
29 sustain the decision of the Hearing officer, send the record back for additional evidence, revise the
30 penalty or reverse the decision. The Board shall render its decision within ten (10) working days after
31 the conclusion of the hearing. In the event that the decision of the Board is appealed to the Chancery
32 court, the Board shall transmit the entire record prepared by the Director and reviewed by the Board to
33 the Chancery court for its review.

34 **RESIGNATION**

35 A teacher shall give the Director of Schools notice of resignation at least thirty (30) days before the
36 effective date of the resignation. A teacher who fails to give such notice, in the absence of justifiable
37 extenuating circumstances, shall forfeit all tenure status. The Board may waive the thirty (30) days'
38 notice requirement and permit a teacher to resign in good standing.

1 The conditions under which it is permissible to break a contract with the Board are as follows:

- 2
- 3 1. The incapacity on the part of the teacher to perform the contract as evidenced by the certified
- 4 statement of a physician approved by the Board;
- 5
- 6 2. The drafting of the teacher into military service by a selective service board; or
- 7
- 8 3. The release by the Board of the teacher from the contract which the teacher has entered into with
- 9 the Board.⁶

10 Any teacher on leave shall notify the Director of Schools in writing at least thirty (30) days prior to the

11 date of return if the teacher does not intend to return to the position from which he/she has taken leave.

12 Failure to render such notice may be considered a breach of contract.⁷

13 Upon a breach of contract, the Board, upon a motion recorded in its minutes, may file a complaint with

14 the State Board of Education and request the suspension of a teacher's certificate. After the State

15 Board of Education has provided the teacher an opportunity for defense during a hearing, the State

16 Board of Education may suspend the certificate for no less than thirty (30) and no more than three

17 hundred sixty-five (365) days.⁸

18 **RETIREMENT**

19 Retirement shall mean a termination of services under conditions which will allow the employee to

20 draw benefits from retirement plans and/or social security benefits. Employees eligible for retirement

21 benefits may elect to retire at any age according to the provisions of the retirement system.

22 Central Office personnel shall assist employees in securing retirement benefits; however, it shall be the

23 responsibility of the retiring employee to provide verification of eligibility in writing from the

24 Tennessee Consolidated Retirement System (TCRS) to the Central Office. It shall be the responsibility

25 of the retiring employee to file for benefits.

26 ~~Employees who retire under TCRS may be employed up to one hundred twenty (120) days per year~~

27 ~~without loss of retirement benefits. Retired teachers may substitute teach for additional days if the~~

28 ~~Director of Schools certifies in writing to the Board that no other qualified personnel are available to~~

29 ~~substitute teach.⁹~~

30 ~~The Director of Schools may employ teachers retired for at least one year for full-time employment as~~

31 ~~a kindergarten through twelfth grade teacher on a year-to-year basis. Retirement benefits will not be~~

32 ~~lost or suspended under certain conditions, which include but are not limited to the following:¹⁰~~

33 ~~1. The Director of Schools of the employing system must certify in writing that no other qualified~~

34 ~~individuals are available to fill the position;~~

35 ~~2. The Commissioner of Education must certify that the employing school system serves an area~~

36 ~~that lacks qualified teachers to serve in the position to be filled;~~

- 1 ~~3. The retired teacher must hold a valid license and shall not be entitled to tenure status;~~
- 2 ~~4. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave or~~
- 3 ~~receive medical insurance coverage; and~~
- 4 ~~5. The salary paid to the retired member shall not be less than the rate of compensation set by the~~
- 5 ~~Board for teachers with no experience filling similar positions, nor more than eighty five~~
- 6 ~~percent (85%) of the rate of compensation set by Board for teachers with comparable training~~
- 7 ~~and years of experience filling similar positions.~~

Legal References

1. TCA 49-5-511(a)(3)
2. TCA 49-2-301(b)(1)(EE); TCA 49-5-512(d)
3. TCA 49-5-511(a)(2)
4. TCA 49-5-511 – 513
5. TCA 49-5-512, 513
6. TCA 49-5-508
7. TCA 49-5-706
8. TCA 49-5-411
9. ~~TCA 8-36-805~~
10. ~~TCA 8-36-821~~

Murfreesboro City School Board

Monitoring: Review: Annually, in February	Descriptor Term: Separation Practices for Non-Tenured Teachers	Descriptor Code: 5.201	Issued Date: REVIEWED 02/20; 02/21
		Rescinds: PER 41	Issued: 04/01/12

1 **REPORTING OF CRIMINAL ARRESTS**

2

3 All employees shall report being arrested to their immediate supervisor within two (2) days of the
4 arrest. The supervisor must report the offense to the Director of Schools immediately, and the Director
5 of Schools must report the arrest to the Board Chair as soon as practical.

6 **SUSPENSION PENDING AN INVESTIGATION¹**

7 The Director of Schools may suspend a teacher at any time that may seem necessary, pending
8 investigation or final disposition of a case before the Board or an appeal. If the matter under
9 investigation is not the subject of an ongoing criminal investigation or a Department of Children's
10 Services investigation, and if no charges for dismissal have been made, a suspension pending
11 investigation shall not exceed ninety (90) days in duration. The Director of Schools may suspend a
12 non-tenured teacher with or without pay. If the suspension is without pay and the teacher is vindicated
13 or reinstated, the non-tenured teacher shall be paid full salary for the period of suspension.

14 **SUSPENSION OF THREE DAYS OR LESS²**

15

16 A Director of Schools/designee may suspend a teacher for incompetence, inefficiency, neglect of duty,
17 unprofessional conduct and insubordination. Before an employee is suspended he/she shall be: (1)
18 provided with written notice, including the reasons for the suspension along with an explanation of the
19 evidence; (2) given an opportunity to respond to the Director/designee at a recorded conference, if
20 requested within five (5) days; and (3) given a written decision of the suspension within ten (10) days.
21 Both parties may be represented by counsel at the conference, which shall be recorded.

22 **DISMISSAL OR SUSPENSION GREATER THAN THREE DAYS**

23 The Director of Schools may dismiss or suspend for more than three days any non-tenured teacher
24 **during the contract year** for incompetence, inefficiency, insubordination, improper conduct or
25 neglect of duty after giving the non-tenured teacher, in writing, due notice of the charges.

26 The Director of Schools shall give the non-tenured teacher an opportunity for a full and complete
27 hearing before an impartial hearing officer.²

28 The Board will appoint an impartial hearing officer to conduct such hearings. The hearing officer will
29 hear the case and the employee shall have the right to:

- 1 1. be represented by counsel;
- 2 2. call and subpoena witnesses;
- 3 3. examine all witnesses; and
- 4 4. require that all testimony be given under oath.

5 Factual findings and decisions in all dismissal cases shall be reduced to written form and delivered to
6 the affected employee within ten (10) working days following the close of the hearing. The employee
7 may appeal the decision to the Board within ten (10) working days of the hearing officer rendering the
8 written decision to the employee. Written notice of appeal to the Board shall be given to the Director
9 of Schools. Within twenty (20) days of receipt of notice, the Director shall prepare a copy of the
10 proceedings, transcript, documentary and other evidence presented and provide the Board a copy of the
11 same.

12 The Board shall hear the appeal. No new evidence shall be introduced. The non-tenured teacher may
13 appear in person or be represented by counsel and argue why the decision should be modified or
14 reversed. In no event should such argument last more than fifteen (15) minutes, unless the Board
15 should vote to extend additional time. The Board shall take one of the following actions:

- 16 1. sustain the decision;
- 17 2. send the record back if additional evidence is necessary;
- 18 3. revise the penalty; or
- 19 4. reverse the decision.

20 Before any decision to dismiss is made, a majority of the membership of the Board shall concur in
21 sustaining the charges. The Board shall render a decision on the appeal within ten (10) working days
22 after the conclusion of the hearing.

23 The Director of Schools shall also have the right to appeal any adverse ruling by the hearing officer in
24 same manner as the non-tenured teacher.

25 Within twenty (20) days after receipt of notice of the decision of the Board, either party may appeal to
26 the Rutherford County Chancery Court. The Board shall provide the entire record of the hearing to the
27 court.

28 **NONRENEWAL**

29 Non-tenured teachers are subject to the same rules and regulations and are entitled to the privileges of
30 employment enjoyed by tenured teachers except that they have no claim upon continuing employment
31 or tenure protections.

32 The principal is responsible for discussing deficiencies as part of the evaluation process with the non-
33 tenured teacher and providing assistance for overcoming these deficiencies.

- 1 The Director of Schools is under no obligation to re-employ non-tenured teachers at the end of their
2 contract period. If the Director of Schools determines not to renew the contract of a non-tenured
3 teacher the following action shall be taken:
- 4 1. The Board shall be notified at the next regular Board meeting; and
 - 5 2. Written notice of non-renewal shall be hand delivered or sent to the employee by registered
6 mail so that it will be received by the employee within five (5) business days following the last
7 instructional day for the school year.³

8 **RESIGNATION**

9 A teacher shall give the Director of Schools notice of resignation at least thirty (30) days before the
10 effective date of the resignation.⁴ The Board may waive the thirty (30) days-notice requirement and
11 permit a teacher to resign in good standing.

12 The conditions under which it is permissible to break a contract with the Board are as follows:

- 13 1. The incapacity on the part of the teacher to perform the contract as evidenced by the certified
14 statement of a physician approved by the Board;
- 15 2. The drafting of the teacher into military service by a selective service board; or
- 16 3. The release by the Board of the teacher from the contract which the teacher has entered into
17 with the Board.

18 Any teacher on leave shall notify the Director of Schools in writing at least thirty (30) days prior to the
19 date of return if the teacher does not intend to return to the position from which he/she has taken leave.
20 Failure to render such notice may be considered a breach of contract.⁵

21 Upon a breach of contract, the Board, upon a motion recorded in its minutes, may file a complaint with
22 the State Board of Education and request the suspension of a teacher's certificate. After the State
23 Board of Education has provided the teacher an opportunity for defense during a hearing, the State
24 Board of Education may suspend the certificate for no less than thirty (30) and no more than three
25 hundred sixty-five (365) days.⁶

26 **RETIREMENT**

27 Retirement shall mean a termination of services under conditions which will allow the employee to
28 draw benefits from retirement plans and/or social security benefits.

29 Employees eligible for retirement benefits may elect to retire at any age according to the provisions of
30 the retirement system. Central Office personnel shall assist employees in securing retirement benefits;
31 however, it shall be the responsibility of the retiring employee to provide verification of eligibility in
32 writing from the Tennessee Consolidated Retirement System (TCRS) to the Central Office. It shall be
33 the responsibility of the retiring employee to file for benefits.

~~Employees who retire under TCRS may be employed up to one hundred twenty (120) days per year without loss of retirement benefits. Retired teachers may substitute teach for additional days if the Director of Schools certifies in writing to the Board that no other qualified personnel are available to substitute teach.⁷~~

~~The Director of Schools may employ teachers retired for at least one year for full-time employment as a kindergarten through twelfth grade teacher on a year-to-year basis. Retirement benefits will not be lost or suspended under certain conditions, which include but are not limited to the following:⁸~~

- ~~1. The Director of Schools of the employing system must certify in writing that no other qualified individuals are available to fill the position;~~
- ~~2. The Commissioner of Education must certify that the employing school system serves an area that lacks qualified teachers to serve in the position to be filled;~~
- ~~3. The retired teacher must hold a valid license and shall not be entitled to tenure status;~~
- ~~4. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave or receive medical insurance coverage; and~~
- ~~5. The salary paid to the retired member shall not be less than the rate of compensation set by the Board for teachers with no experience filling similar positions, nor more than eighty five percent (85%) of the rate of compensation set by Board for teachers with comparable training and years of experience filling similar positions.~~

(Note: Nonrenewal of non-tenured teachers after the contract year is not suspension or dismissal and does NOT follow the suspension/dismissal procedures outlined in this policy. Rather, nonrenewal of non-tenured teachers after the contract year follows the nonrenewal procedures outlined in this policy).

Legal References

1. TCA 49-5-511(a)(3)
2. TCA 49-2-301(b)(1)(EE); TCA 49-5-512(d)
3. TCA 49-5-409; Public Acts of 2015, Chapter No. 232
4. TCA 49-5-508
5. TCA 49-5-706
6. TCA 49-5-411
- ~~7. TCA 8-36-805~~
- ~~8-7. TCA 8-36-824~~

Murfreesboro City Schools

Monitoring: Review: Annually, in February	Descriptor Term: Substitute Teachers	Descriptor Code: 5.701	Issued Date: Revised 03/22/22
		Rescinds:	Issued:

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

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

6 **APPLICATION/QUALIFICATIONS**

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

8 Applicants with revoked licenses or certificates according to the Department of Education shall not be
9 hired.⁴

10 Qualifications for substitute teachers shall be determined by the Director of Schools in compliance
11 with state laws and regulations.

12 A list of substitute teacher(s) will be prepared by the Assistant Superintendent of Human Resources
13 who will maintain file(s) which may include transcripts, credentials, recommendations, and other
14 pertinent information.

15 **COMPENSATION**

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

18 **CERTIFICATION**

19 When substituting for a regular teacher who has been absent for twenty (20) consecutive days, a
20 substitute teacher must possess a teaching certificate with endorsement in the discipline(s) to be
21 taught.⁵ After the regular teacher's accumulated leave is exhausted, the substitute teacher must be
22 licensed and hold the appropriate endorsement for the assignment or be a retired teacher and have held
23 the appropriate endorsement and must be paid based on the substitute teacher's training and experience
24 record in accordance with the state and local salary schedules.

~~1 Retired teachers may substitute one hundred twenty (120) days per year without loss of retirement
2 benefits⁴ and may substitute for additional days if the Director of Schools certifies in writing to the
3 Division of Retirement that no other qualified personnel are available to substitute teach.⁶~~

4 **EMERGENCY NEEDS**

5 All teacher aides, secretaries, and clerks are approved substitute teachers for use in emergency
6 situations.

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

10 **TRAINING AND ORIENTATION**

11 The Director of Schools shall be responsible for ensuring that there are appropriate training and
12 development programs for substitute teachers.

13 **RESPONSIBILITIES**

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

16 **RE-EMPLOYMENT/TERMINATION**

17
18 The Director of Schools, with input from the principals, shall determine which substitute teachers are
19 performing at an acceptable level. Substitute teachers who perform below an acceptable level shall be
20 terminated. Substitute teachers must substitute teach at least one day per the number of school weeks
21 in that month to remain on the active substitute list. To return to the active list, the substitute teacher
22 will need to contact the Human Resources Department.

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

Legal References

1. TRR/MS 0520-01-02-.04(5)
2. TCA 49-5-708
3. TCA 49-5-413(a)(2)
4. TCA 49-2-203(a)(14)
5. TCA 49-3-312; TRR/MS 0520-01-02-.04(5)(b)
6. ~~TCA 8-36-805(3)~~

To: Board of Education

RE: Policy 6.318

Board Meeting Date: August 23, 2022

Previously, state law required that the Commissioner of Education be notified if a district denied enrollment to a student who had been suspended or expelled from another school district. Public Chapter 686 removes that notification requirement, and policy 6.318 has been updated to reflect this change.

Murfreesboro City School Board

Monitoring: Review: Annually, in April	Descriptor Term: <h2 style="text-align: center;">Admission of Suspended or Expelled Students</h2>	Descriptor Code: 6.318	Issued Date: 04/28/20 06/25/19
		Rescinds: STU 8	Issued: 05/13/14

1 The Board may deny admission of any student (except those in state custody) who has been expelled
 2 or suspended from another school system in Tennessee or another state even though the student has
 3 established residency in the system in which he/she seeks enrollment.

4 After a request for enrollment is made, the Director of Schools shall investigate the facts surrounding
 5 the suspension/expulsion from the former school system and make a recommendation to the Board to
 6 approve or deny the request.

7 The Board shall not deny enrollment beyond the length of the imposed suspension/expulsion.

8 ~~If the action of the Board is to deny admission, the Director of Schools shall, on behalf of the Board of~~
 9 ~~Education, notify the Commissioner of Education of the decision.~~

10 A student may be dismissed if it is determined subsequent to the enrollment that the student has been
 11 suspended or expelled from the former school system.¹

Legal References

1. TCA 49-6-3401(f); 20 USCA § 1232g(b)(4), (h)

Cross References

- School Admissions 6.203
 Student Records 6.600–604

To: Board of Education

RE: Policy 6.409

Board Meeting Date: August 23, 2022

Policy 6.409 addresses Child Abuse and Neglect. Public Chapter 841 narrows the category of individuals who must receive training on child abuse. In the past, state law required all school personnel to receive this training, but moving forward, this training will only be required for employees working directly with students.

In addition, Public Chapter 781 allows employees to first report to the Department of Children's Services and law enforcement if an alleged instance of child abuse involves someone employed by, previously employed by, or otherwise affiliated with the school district. The district's Child Abuse Coordinator must still be notified; however, in those instances, they are not required to be notified until the other entities are contacted.

We have updated policy 6.409 to align with these revisions in the law.

Murfreesboro City School Board

Monitoring: Review: Annually, in April	Descriptor Term: Child Abuse and Neglect	Descriptor Code: 6.409	Issued Date: 10/13/20 Reviewed 11/10/20
		Rescinds: STU 18	Issued: 06/12; 04/19; 04/20

1 *General*

2 The Director of Schools shall:¹

- 3 1. Designate one employee as the Child Abuse Coordinator (the Coordinator) and an additional
- 4 employee to serve as the Alternate Child Abuse Coordinator (the Alternate) for each school;
- 5 2. Require that the Coordinator and the Alternate receive appropriate training;
- 6 3. Supply the Coordinator with all necessary resources;
- 7 4. Ensure that all school personnel-employees working directly with students annually complete the
- 8 child abuse training program required by state law.²

9 The Coordinator shall assist any employee with appropriately reporting and responding to instances of
10 child abuse or child sexual abuse.

11 **REPORTING**

12 All personnel shall be alert for any evidence of child abuse, sexual abuse, or neglect.³ If personnel know
13 or have reasonable cause to suspect child abuse, sexual abuse, or neglect, a report shall be filed
14 immediately with the Coordinator, the Department of Children's Services (DCS), and law enforcement.⁴
15 When alleged abuse involves someone employed by, previously employed by, or otherwise affiliated
16 with the school, the report may be made directly to the DCS and law enforcement prior to notifying the
17 Coordinator.⁵

18 The report shall include, to the extent known by the reporter:⁵⁶

- 19 1. The name, address, telephone number, and age of the child;
- 20 2. The name, telephone number, and address of the parents or persons having custody of the child;
- 21 3. The nature and extent of the abuse or neglect; and
- 22 4. Any evidence to the cause or any other information that may relate to the cause or extent of the
- 23 abuse or neglect.

24 The Director of Schools/designee shall develop reporting procedures, including sample indicators of
25 abuse and neglect, and shall disseminate the procedures to all school personnel.

26 **CONFIDENTIALITY**

1 District employees shall keep all information regarding any child abuse confidential in accordance with
2 state law.

3 School child abuse coordinators, school teachers, school officials, and other school personnel shall not
4 provide any information relevant to the suspected child abuse or child sexual abuse to the child's parent
5 or guardian, and must refer any questions from the child's parent or guardian to the investigating law
6 enforcement agency and the department.⁶⁷

7 **INVESTIGATIONS**

8 School administrators and employees have a duty to cooperate, provide assistance, and information in
9 child abuse investigations⁶⁷ including permitting DCS teams to conduct interviews while the child is at
10 school. The principal may control the time, place, and circumstances of the interview but may not insist
11 that a school employee be present even if the suspected abuser is a school employee or another student.

Legal References

1. TCA 49-6-1601(c)
2. TCA 37-1-409
3. TCA 37-1-401(b)(1); TCA 37-1-403(a)(1);
TCA 37-1-412; TCA 37-1-602; TCA 37-1-
605(a)(4)
4. TCA 37-1-403(a)(2); TCA 49-6-1601(a)
5. [Public Acts of 2022, Chapter No. 781](#)
- 5-6. TCA 37-1-403(b)
- 6-7. TCA 49-6-1601(d)(5)
- 7-8. TCA 37-1-611(b)

Cross References

Recommendations and File Transfers 5.203
Staff-Student Relations 5.610
Interrogations and Searches 6.303
Student Discrimination, Harassment, Bullying, Cyber-
Bullying, and Intimidations 6.304
Title IX & Sexual Harassment 6.3041

To: Board of Education

RE: Approval of Extended School Advisory Board

Board Meeting Date: August 23, 2022

As a recipient of 21st Century Community Learning Center funding, ESP is required to have a Parent Advisory Board. This Board meets twice per year, once in the Fall and once in the Spring. We value the opinions of the families we serve and want to align our programming with what our families desire and need for their students. We strive to provide opportunities for student growth; academically, physically, and beyond.

2022/2023 ESP Advisory Board

Black Fox Elem.- Demetria Corlew

Overall Creek Elem.- Kendra Smithson

Bradley Academy- Deidre Shelley

Reeves-Rogers Elem.- Denise Desarli

Cason Lane Academy- Whitney Thornton

Salem Elem.- Lashan Dixon

Discovery School- Leslie Plonke

Scales Elem.- Tiffany Pitts

Erma Siegel Elem.- Lashae Brickle

Central Office- Kandy Powers, ESP
Supervisor

Hobgood Elem.- Marcus Pruitt

Jessica Weakley, ESP Lead Accounts
Manager

John Pittard Elem.- Katherine Tennant

Mitchell-Neilson Schools- Nicole Santander

Site Director Representative- Brooke Zeis

Northfield Elem.- Bethany Waters

To: Board of Education

RE: Approval of Community Preschool Advisory Council (C-PAC)

Board Meeting Date: August 23, 2022

The purpose of the Preschool Advisory Council is to provide the opportunity for collaboration between Murfreesboro City Schools Preschool Program and community partners in efforts to ensure a high quality preschool program and to inform/support program decisions including the enrollment and recruitment process. The council includes, but is not limited to, members representing the local school board, parents, teachers, nonprofit providers, for profit providers, Head Start, the business community, and local government. The council meets at least two times per year, and documentation of CPAC's proceedings is maintained for review. The C-PAC team is also a requirement for receiving PreK grant funds.

2022-2023 Members of the Murfreesboro City Schools CPAC

Dr. Trey Duke, Director of Schools
Murfreesboro City Schools

Patti McCloy, Pre-K Teacher / Leadership Team
Murfreesboro City Schools

Sheri Arnette, Assistant Supt of
Curriculum/Instruction Murfreesboro City
Schools

Bill Shacklett, City Councilman, Business Owner
City Council, Shacklett Photography

Angela Fairchild, Supervisor of Special
Education Murfreesboro City Schools

Jacque Johnson, It Takes a Village For-Profit
Provider

Butch Campbell, Chairman of the MCS School
Board Murfreesboro City Schools

Connie Casha, MTSU Dept of Education Non-
Profit Provider

Roxana Dove, Preschool Specialist
Murfreesboro City Schools

TBD Parent

LaToya Pinkney, Area Manager Mid-
Cumberland Head Start

Ella Weaver, Imagination Library United Way of
Rutherford County

Melissa Rising, Pre-K Teacher / Leadership Team
Murfreesboro City Schools

Jolene Radnoti, Executive Director/Chairperson
Read to Succeed

Katie Turner, Youth Services Linebaugh Public
Library System

To: Board of Education

RE: Approval of Family Resource Center Advisory Council

Board Meeting Date: August 23, 2022

As part of the program guidelines for the Family Resource Center funding, Murfreesboro City Schools is required to develop a Family Resource Center Advisory Council. The FRC Advisory Council serves as a guiding body and support for Family Resource Center programming. This diverse council works with the FRC Director to provide input and ensure the effectiveness of the programs being offered by the FRC. The FRC Advisory Board meets twice a school year in the Fall and Spring.

2022-2023 Family Resource Center Advisory Council

Darla Sampson	MCS Coordinated School Health
Tiffany Schmidt	UT/TSU Extension Service
Beverly Johnson	Black Fox Elem, AP
Lashan Mathews-Dixon	TN Department of Health
Jessica Johnson	Atlas Liaison- Ruth. Co. Schools
Jolene Radnoti	Read To Succeed
Candy Joyce	Mid. TN Realtors Assoc.
Crystal Ellis-McFerrin	Patterson Comm. Ctr.
Heather Anderson	Social Worker, MCS
Reham Abdelrahman	Scales Parent
Monica Pola Martinez	Bradley Parent
Lisa Trail	Communications Dept., MCS
Amanda Moore	School Board, MCS
LaToya Pinkney	MCCAA- Head Start Pre K Partnership
David Coggin	Barnabas Vision Ministries
Jamara DeBerry	Mitchell-Nielson Schools, AP
Kendra Jones	The Arc
Maiya Frierson	Mitchell Neilson Parent
Crystal Bledsoe	Black Fox Parent
Louise Dixon	Black Fox Parent
Nedra Long	Cason Lane Parent
Dawn Rhodes	Hobgood Parent
Karina Guevara	Bradley Parent

Outreach Staff:

Charise McDaniel	Family & Community Engagement Coordinator, FRC Dir
Eusette Bravo	Outreach Spanish Liaison
Marisela Tapia	Outreach Spanish Liaison
Nayeli McUmber	Outreach Spanish Liaison
Rana Dajani	Outreach Arabic Liaison
Ex. Officio-Dr. Trey Duke	Director of Schools

To: Board of Education

RE: Student Field Trip Fees for the 2022-2023 School Year

Board Meeting Date: August 23, 2022

Board Policy 6.709 states that prior to the start of each school year, the Board, upon the recommendation of the principals and Director of Schools, shall approve all known student fees for the upcoming school year. Additional fees may be approved during the year as needed.

The Director of Schools is recommending the Board pre-approve student field trip fees up to \$20.00 per student for the upcoming school year.

This pre-approval will decrease turnaround time and allow schools to begin collecting funds immediately when planning a standard field trip. Previously, field trips have been approved each month as part of the consent agenda after receipt of the Field Trip approval form from the school.

Field trips beyond the \$20 per student limit will still be approved individually at the next Board meeting.

To: Board of Education

RE: Approval of Omnia Partners Cooperative Purchasing Resolution

Board Meeting Date: August 23, 2022

Board Policy 2.805 allows the Board to join cooperative purchasing agreements with other governmental entities in order to take advantage of lower prices for bulk purchasing and to reduce the cost involved in bidding for the benefit of the system.

Under the law, an LEA may participate in a master agreement by adopting a resolution accepting the terms of the master agreement.

Staff is seeking approval of the attached resolution authorizing the district to procure goods and services pursuant to and in accordance with the terms and conditions of cooperative purchasing master agreements made available to public agencies through Omnia Partners' cooperative purchasing program.

By approving this resolution, Murfreesboro City Schools will be able to take advantage of Omnia Partners to procure new playground equipment and playground resurfacing as well additional future purchases.

**MURFREESBORO CITY BOARD OF EDUCATION RESOLUTION
COOPERATIVE PURCHASING**

WHEREAS, the Murfreesboro City Board of Education has adopted policy 2.805, allowing Murfreesboro City Schools to enter into agreements with other governmental entities for the joint exercise of purchasing authority as a means of meeting competitive bidding requirements; and

WHEREAS, in 2019, National Intergovernmental Purchasing Alliance (National IPA) and U.S. Communities, the two largest cooperatives in the public procurement space, merged together forming OMNIA Partners, Public Sector; and,

WHEREAS, Omnia Partners Public Sector has the largest portfolio of competitively solicited and publicly awarded cooperative purchasing contracts; and,

WHEREAS, Omnia Partners' extensive scope of competitive contracts from industry-leading suppliers streamlines the procurement process and helps schools and school systems achieve their strategic goals and K-12 purchasing decisions; and,

WHEREAS, the Murfreesboro City School Board wishes to have the ability to continue to procure goods and services through Omnia Partners' cooperative purchasing program and under the terms and conditions set forth in any Omnia Partners' cooperative purchasing master agreements.

**NOW, THEREFORE, BE IT RESOLVED BY THE MURFREESBORO CITY
BOARD OF EDUCATION AS FOLLOWS:**

SECTION 1. Pursuant to the powers granted by T.C.A. §12-3-1205 and its procurement code, Murfreesboro City Schools is hereby authorized to procure goods and services pursuant to and in accordance with the terms and conditions of cooperative purchasing master agreements made available to public agencies through Omnia Partners' cooperative purchasing program. The Murfreesboro Board of Education further

authorizes the Director of Schools and/or the Finance Director to execute any documentation that may, from time to time, be necessary to facilitate Murfreesboro City Schools' participation in Omnia Partners' cooperative purchasing program.

SECTION 2. This Resolution shall be effective immediately upon its passage and adoption.

Adopted and approved this _____ day of _____. Yeas: Nays:

Butch Campbell, Board Chair

Dr. Trey Duke, Director of Schools

To: Board of Education

RE: Jatheon E-Mail Archiving Proposal

Board Meeting Date: August 23, 2022

Our current product for email archiving has increased their annual renewal for the 2nd year taking the new renewal price past our budgeted amount.

Technology staff has identified the Jatheon product as an alternative. Jatheon provides the same service with more extensive features.

Jatheon offers a five year agreement for \$108,000 payable annually at \$21,600. This price is \$24,000 less annually than our current product. Jatheon will also migrate our data from our current vendor at no cost to the district.

Board approval is needed since this is a multi-year contract.

Jatheon E-Mail Archiving Proposal

What is email archiving? Data archiving of district emails for compliance.

Necessity now: Our current product for email archiving is Barracuda. For the 2nd year the annual renewal has increased. This year \$37000.00 was budgeted and the renewal was \$50,245. The company offered a 5 year **lease** for a cheaper option. The total of the lease would be \$228,140.64. The lease annual payment would be \$45,628.00.

Jatheon provides the same service is easier to navigate and has many more features. Migration from Barracuda to Jatheon is at no cost. The total of the 5 year agreement is \$108,000.00 payable annually at \$21,600 per year.



Pricing Quote

Created On:

Aug 5, 2022

Valid Until:

09 / 23 / 2022

Murfreesboro City Schools

Prepared by

April Zavis
Phone: 615-893-2313 x10091
Email: april.zavis@cityschools.net

Jeff Marlow
Phone: 303-536-1880
Email: jmarlow@jatheon.com

Jatheon Cloud

Jatheon Cloud is a cloud-based email and social media archiving software that solves organizations' long-term data archiving, compliance and ediscovery challenges.



Running on AWS infrastructure, Jatheon Cloud stores enterprise data in accordance with industry's top security and privacy standards and ensures high levels of data availability and 99.999999999% durability.

With the best advanced search in the industry built for extremely large volumes of data, a complete compliance and ediscovery feature set and an innovative approach to retention policies and legal case management, Jatheon Cloud streamlines the search, management and export of business-critical electronic records while providing the highest security on the market.

KEY FEATURES

eDiscovery

- **Advanced Search** – Create and execute complex searches by using 30+ criteria including Boolean, proximity and fuzzy operators, keyword lists and metadata search.
- **Saved Searches** – Save complex or periodical searches for future reference and re-run them in a single click. Saved searches can be shared to give specific users limited access to specific data.
- **Tagging** – Create tags to organize your own email, apply retention policies or apply legal hold when anticipating litigation.
- **Advanced Message Management Options** – Various email options such as forward, reply, reply to all, restore and download as well as advanced options like private notes, view headers and more.
- **Customizable retention policies** – Create an unlimited number of email retention policies to schedule specific data deletion, alert in keyword match or create manual review workflows.
- **Audit Trail** – Optimize ediscovery, monitor user activity and prevent data tampering with fully

searchable and exportable audit trail for all users and all actions on the system.

- **Global Retention Period** - enforce corporate retention across all data on the solution.

Export

- **Export to PST, EML and PDF** - easily export various data sets to standard format.
- **Redaction** - redact sensitive information from the search results and export to redacted PDF files.

User Experience

- **Customizable user roles** – Create an unlimited number of user roles and assign them with 60+ permissions to control access to the archive.
- **User Sync** - sync your users from various LDAP servers like Active Directory or Azure AD or implement the single sign on with Google Workspaces or Office 365 with ease.
- **Mobile App** – Access and search your email archive from iOS and Android available for all users.

Social and Telephony Archiving

- **Social Media Archiving** - Archive more than just emails - Jatheon Cloud supports various social services like Facebook, Twitter, Instagram and various instant messaging platforms like WhatsApp, Microsoft Teams, and many more.
- **SMS and Voice Archiving** - store a copy of all mobile communication for ediscovery search and retrieval.

Legacy Data Import

- **Automatic Legacy Data Migration** - fully automatic migration from various 3rd party archiving solutions like Microsoft Exchange, Google Vault, Barracuda, Data443 (ArcMail), Retain and more.

Scalability and Resiliency

- **AWS-Guaranteed Security** – Data encryption, two-factor authentication, and the 99.999999999% durability of AWS infrastructure ensure the highest possible levels of security.
- **Multi-Zone redundancy** - resilience built in via real time redundancy between the AWS data centers.
- **Built in Backup** - With data stored on AWS S3 and Glacier, multi layer redundancy is built in.
- **Unlimited Scalability** - Jatheon Cloud standard performance is in line with any modern SaaS application but it can further be enhanced and scaled in many ways. Faster ingestion, search latency, export speed and many other critical tasks can be scaled up indefinitely to meet customer needs.
- **Geofencing** - lock the mobility of your data to a single country for a piece of mind or to comply with various ediscovery or privacy laws.

IMPLEMENTATION

The implementation of Jatheon Cloud typically takes less than 2 hours and is fully supported by Jatheon's expert team of support engineers.

TECHNICAL SUPPORT

- 24/7 tech support and dynamic monitoring
- Free software updates

- Free import of legacy data
- Training and documentation

*Pricing: Jatheon Cloud Email Archiving, 5-Year Agreement

SKU	Product/service description	MSR P	Users	EDU Discount	Subtotal
JCLOUD000000X	Jatheon Cloud Email Archiving Price per user for 1 year	\$150.00	1200	-\$72,000.00	\$108,000.00
				Discount	-\$72,000.00
				Subtotal	\$108,000.00
				Total	\$108,000.00

***Total amount of \$21,600 to be prepaid annually (5 years X \$21,600)**

Additional Items:

- Free 24/7 tech support and dynamic monitoring
- Free software updates
- Free import of legacy data
- Free training and documentation
- Up to 60TB in total storage

The information contained herein is proprietary to Customer and Jatheon Technologies, and may not be used, reproduced or disclosed to others unless specially permitted in writing by Jatheon Technologies. The recipient of this document, by its retention and use, agrees to protect the same and the information therein from loss, theft and compromise.

Sincerely,

Jeffrey Marlow

Jeff Marlow

VP Business Development

Jatheon Technologies Inc.

Signature Certificate

Reference number: GKPJK-T3SBE-NXZUG-JQDGW

Signer	Timestamp	Signature
Jatheon Sales Email: sales@jatheon.com Sent: Signed:	05 Aug 2022 19:31:36 UTC 05 Aug 2022 19:31:36 UTC	 IP address: 70.59.17.249 Location: Denver, United States

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05 Aug 2022 19:31:36 UTC

Page 1 of 1



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COMPARISON OF BUDGET TOTALS
July 1, 2021 Through June 30, 2022

TOTAL ESTIMATED INCOME	7/1/21 - 6/30/22	\$	93,291,408
TOTAL ESTIMATED EXPENSES	7/1/21 - 6/30/22		<u>90,318,207</u>
ESTIMATED NET INCOME	6/30/22	\$	<u><u>2,973,201</u></u>

YEAR-TO-DATE REVENUE COMPARISON

ESTIMATED JUNE 2022

PAGE 1

	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	15,243,616	(68,534)	99.6%	15,700,000	16,240,640	540,640	103.4%
2	40210-Local Option Sales Tax	12,330,550	14,099,002	1,768,452	114.3%	13,021,844	15,180,548	2,158,704	116.6%
3	40000-41110-Other County Rev	1,850,000	1,968,744	118,744	106.4%	1,705,000	2,035,794	330,794	119.4%
4	43300-44000-Other Local Revenue	698,941	721,588	22,647	103.2%	1,792,500	1,634,596	(157,904)	91.2%
5	46511-Basic Educ. Program	48,350,000	47,216,205	(1,133,795)	97.7%	48,115,000	48,527,406	412,406	100.9%
6	46515-Early Childhood Ed.	1,072,125	1,063,813	(8,312)	99.2%	1,063,812	871,447	(192,365)	81.9%
7	46530-Energy Efficient Sch	-	-	-	N/A	-	-	-	N/A
8	46590-Other State Education	1,976,159	962,961	(1,013,198)	48.7%	1,689,401	358,442	(1,330,959)	21.2%
9	46610-Career Ladder Program	88,000	109,182	21,182	124.1%	82,000	87,082	5,082	106.2%
10	46615-Ext. Contract-ARRA	-	-	-	N/A	-	-	-	N/A
11	46591-Coordinated School Health	100,000	100,000	-	100.0%	100,000	100,000	-	100.0%
12	46595-Family Resource	29,600	29,612	12	100.0%	29,600	29,612	12	100.0%
13	46800-46990-Other State Revenue	262,503	216,244	(46,259)	82.4%	227,419	90,740	(136,679)	39.9%
14	47000- Federal Funds	283,653	374,765	91,112	132.1%	1,002,202	225,323	(776,879)	22.5%
15	49100-49800 Bond & City Transfers	3,244,831	20,500	(3,224,331)	0.6%	483,006	24,674	(458,332)	5.1%
16	49810-Approp./City Gen. Fund	7,885,103	7,885,103	-	100.0%	7,885,103	7,885,103	-	100.0%
17	49820-Operating Transfers	78,413	105,549	27,136	134.6%	863,138	-	(863,138)	N/A
	TOTALS	\$ 93,562,028	\$90,116,883	\$ (3,445,145)	96.3%	\$93,760,025.00	\$ 93,291,408	\$ (468,617)	99.5%

YEAR-TO-DATE EXPENDITURE COMPARISON

ESTIMATED JUNE 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	49,082,656	(1,485,522)	97.1%	53,405,843	\$50,461,992.80	(2,943,850)	94.5%
2	71200-Sp. Ed. Instruction	9,646,900	9,351,708	(295,192)	96.9%	10,493,199	10,087,192	(406,007)	96.1%
3	71400-Student Body Ed.	-	-	-	N/A	-	-	-	N/A
4	72110-Attendance	157,489	139,813	(17,676)	88.8%	101,955	97,394	(4,561)	95.5%
5	72120-Health Services	948,039	899,946	(48,093)	94.9%	350,470	190,951	(159,519)	54.5%
6	72130-Guidance	2,743,401	2,427,789	(315,612)	88.5%	2,664,745	2,275,934	(388,811)	85.4%
7	72210-Reg. Instr. Support	2,315,361	2,214,748	(100,613)	95.7%	2,337,484	2,082,066	(255,418)	89.1%
8	72220-Sp. Ed. Support	1,841,650	1,603,731	(237,919)	87.1%	1,763,075	1,666,148	(96,927)	94.5%
9	72250-Technology	1,954,363	1,775,371	(178,992)	90.8%	2,092,276	1,913,612	(178,664)	91.5%
10	72310-Bd. Of Education	1,646,370	1,617,417	(28,953)	98.2%	1,739,801	1,538,061	(201,740)	88.4%
11	72320-Office of Supt.	388,039	274,801	(113,238)	70.8%	433,002	371,521	(61,481)	85.8%
12	72410-Office of Principal	4,739,039	4,624,258	(114,781)	97.6%	4,987,241	4,893,477	(93,764)	98.1%
13	72510-Fiscal Services	470,480	494,425	23,945	105.1%	556,510	533,923	(22,587)	95.9%
14	72520-Personnel Services	587,033	503,973	(83,060)	85.9%	497,494	457,356	(40,138)	91.9%
15	72610-Oper. Of Plant	6,304,017	5,648,793	(655,224)	89.6%	6,534,981	6,237,093	(297,888)	95.4%
16	72620-Maint. Of Plant	2,809,034	2,130,377	(678,657)	75.8%	2,938,194	2,122,372	(815,822)	72.2%
17	72710-Pupil Transp.	3,883,591	3,112,480	(771,111)	80.1%	4,087,128	3,357,798	(729,330)	82.2%
18	73300-Community Service	557,708	435,867	(121,841)	78.2%	587,955	456,259	(131,696)	77.6%
19	73400-Early Childhood Educ.	1,249,350	1,172,995	(76,355)	93.9%	1,240,007	1,135,958	(104,049)	91.6%
20	76100-Reg. Cap. Outlay	150,500	107,927	(42,573)	71.7%	130,000	88,199	(41,801)	67.8%
21	82130-Education Debt Serv.	3,244,831	-	(3,244,831)	0.0%	-	-	-	N/A
22	99100-Operating Transfers	409,200	409,200	(0)	100.0%	350,900	350,898	(2)	100.0%
	TOTALS	96,614,573	88,028,276	\$ (8,586,297)	91.1%	97,292,260	90,318,207	\$ (6,974,053)	92.8%

To: Board of Education

RE: Summer Meal Service

Board Meeting Date: August 23, 2022

This past summer the Nutrition Department served summer meals to 18 locations across the city. This includes one CHOW Bus and the SPROUT Bus. Within June and July, a total of 42,148 meals were served.

Enrollment - August 22, 2022

	K-6 Gen Ed Totals	PS VPK	PS SpEd	PS Peers	CDC	BEST	Deaf Ed	TOTALS
Black Fox	731	39			41		1	812
Bradley	343							343
Cason Lane	741		13	12	25			791
Discovery	389							389
Erma Siegel	750		14	10	35		6	815
Hobgood	595	80						675
John Pittard	707	33	14	10	28			792
Mitchell-Neilson	567	40	29	12		13		661
Northfield	613	40	11	12	36			712
Overall Creek	936				9			945
Reeves-Rogers	350							350
Salem	953				11			964
Scales	990				35			1025
								9274

Totals	8665	232	81	56	220	13	7	9274
	K-6 Gen Ed Total	PS VPK	PS SpEd	PS Peers	CDC	BEST	Deaf Ed	

BEP Funded	8665				220	13	7	8905
Non-BEP Funded		232	81	56				369

Growth Over Last Year	
End of 2021-2022 -----	9420
Growth from 21-22 to 22-23 ---	-146

Average Attendance Percentage

PTR - August 22, 2022

	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	
Black Fox	110	6	18.33	140	8	17.50	98	6	16.33	115	6	19.17	463	26	17.81	102	5	20.40	96	5	19.20	70	4	17.50	268	14	19.14	731
Bradley	64	3	21.33	50	3	16.67	44	3	14.67	57	3	19.00	215	12	17.92	54	3	18.00	44	3	14.67	30	2	15.00	128	8	16.00	343
Cason Lane	134	7	19.14	115	6	19.17	115	6	19.17	106	5	21.20	470	24	19.58	105	5	21.00	116	5	23.20	50	2	25.00	271	12	22.58	741
Discovery	60	3	20.00	60	3	20.00	60	3	20.00	60	3	20.00	240	12	20.00	66	3	22.00	66	3	22.00	17	1	17.00	149	7	21.29	389
Erma Siegel	113	6	18.83	132	7	18.86	121	6	20.17	120	7	17.14	486	26	18.69	119	6	19.83	130	6	21.67	15	1	15.00	264	13	20.31	750
Hobgood	97	5	19.40	94	5	18.80	102	6	17.00	86	5	17.20	379	21	18.05	77	4	19.25	81	4	20.25	58	3	19.33	216	11	19.64	595
John Pittard	107	6	17.83	102	6	17.00	107	6	17.83	110	6	18.33	426	24	17.75	124	6	20.67	115	6	19.17	42	2	21.00	281	14	20.07	707
Mitchell-Neilson	102	5	20.40	74	4	18.50	86	4	21.50	86	5	17.20	348	18	19.33	87	5	17.40	94	5	18.80	38	2	19.00	219	12	18.25	567
Northfield	101	5	20.20	103	6	17.17	95	5	19.00	112	6	18.67	411	22	18.68	104	5	20.80	77	4	19.25	21	1	21.00	202	10	20.20	613
Overall Creek	125	7	17.86	154	8	19.25	147	8	18.38	148	8	18.50	574	31	18.52	154	7	22.00	168	8	21.00	40	2	20.00	362	17	21.29	936
Reeves-Rogers	49	3	16.33	56	3	18.67	66	4	16.50	66	4	16.50	237	14	16.93	63	3	21.00	50	3	16.67				113	6	18.83	350
Salem	156	9	17.33	151	8	18.88	152	8	19.00	160	8	20.00	619	33	18.76	133	7	19.00	151	8	18.88	50	3	16.67	334	18	18.56	953
Scales	150	8	18.75	170	9	18.89	135	7	19.29	167	8	20.88	622	32	19.44	151	7	21.57	149	7	21.29	68	3	22.67	368	17	21.65	990
Totals by Grade	Kindergarten			1st Grade			2nd Grade			3rd Grade			4th Grade			5th Grade			6th Grade									
	1368	73	18.74	1401	76	18.43	1328	72	18.44	1393	74	18.82	1339	66	20.29	1337	67	19.96	499	26	19.19							8665
																									Total K-6			

Regular Education PTR			Pupils	Teachers	PTR
Kindergarten thru Third Grade -----			5490	295	18.61
Fourth Grade thru Sixth Grade -----			3175	159	19.97
District Totals			8665	454	19.09

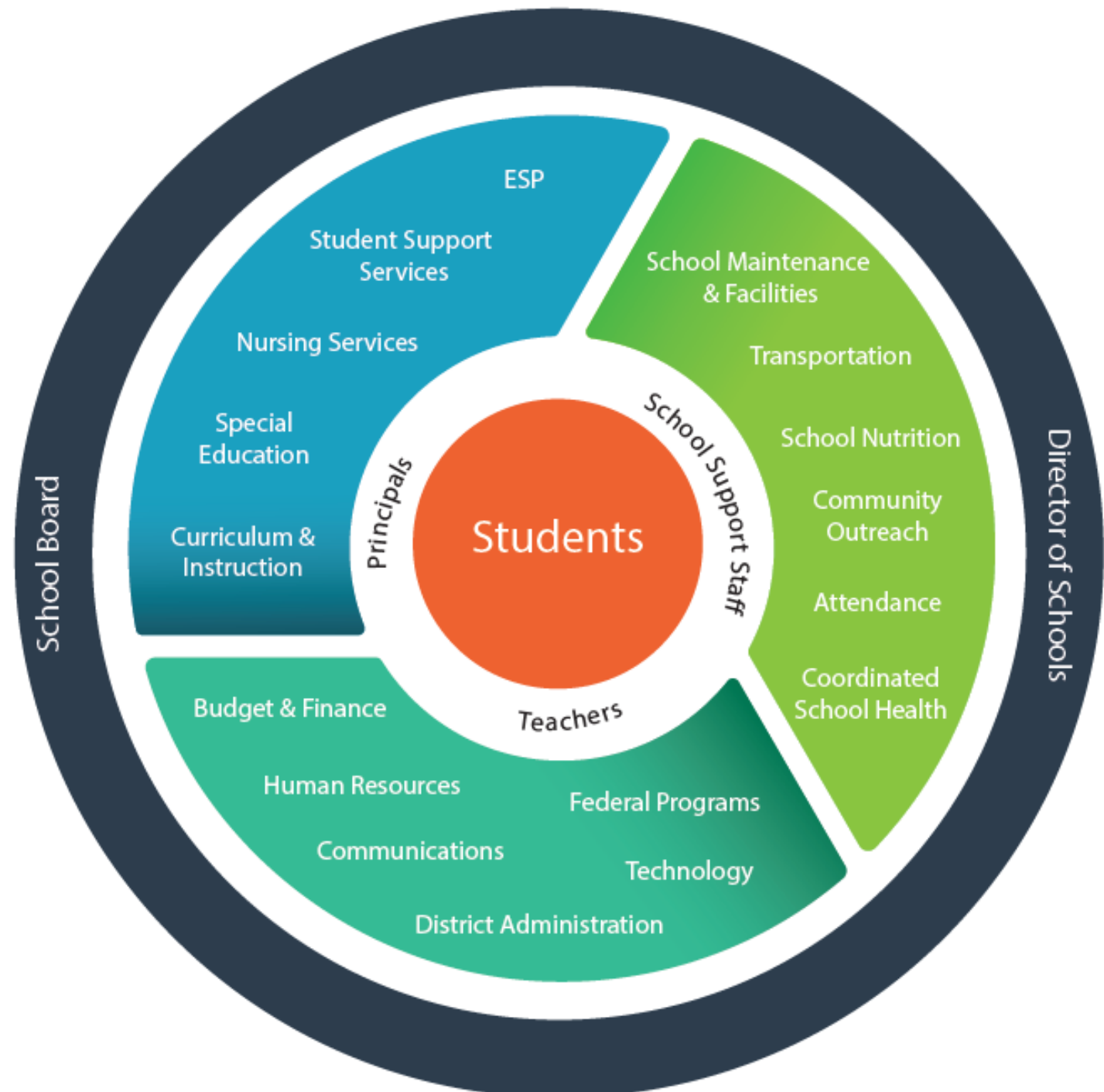
Enrollment Compared to Projections and Period 9 of 2021-22

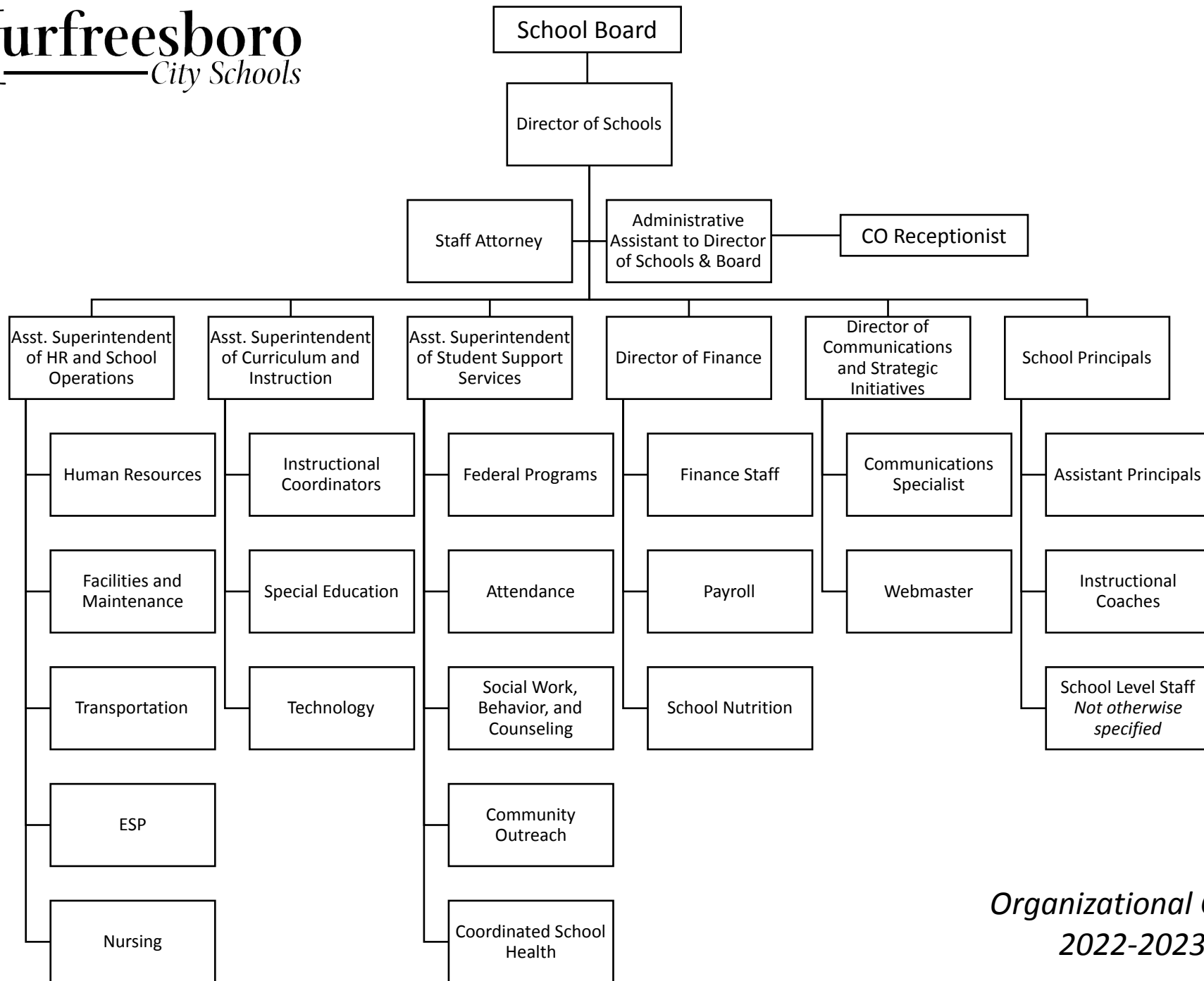
	Total K-6	Student Net Gain/ Loss to PROJ 22-23	Student Net Gain/ Loss to Per 9 21-22
Black Fox PER 9 21-22	779		
Black Fox PROJ 22-23	772		
Black Fox ACT 22-23	731	(41)	(48)
Bradley PER 9 21-22	337		
Bradley PROJ 22-23	363		
Bradley ACT 22-23	343	(20)	6
Cason Lane PER 9 21-22	627		
Cason Lane PROJ 22-23	657		
Cason Lane ACT 22-23	741	84	114
Discovery PER 9 21-22	396		
Discovery PROJ 22-23	390		
Discovery ACT 22-23	389	(1)	(7)
Erma Siegel PER 9 21-22	755		
Erma Siegel PROJ 22-23	798		
Erma Siegel ACT 22-23	750	(48)	(5)
Hobgood PER 9 21-22	588		
Hobgood PROJ 22-23	667		
Hobgood ACT 22-23	595	(72)	7
John Pittard PER 9 21-22	692		
John Pittard PROJ 22-23	758		
John Pittard ACT 22-23	707	(51)	15
Mitchell Neilson PER 9 21-22	539		
Mitchell NeilsonMN PROJ 22-23	606		
Mitchell Neilson ACT 22-23	567	(39)	28
Northfield PER 9 21-22	569		
Northfield PROJ 22-23	619		
Northfield ACT 22-23	613	(6)	44
Overall Creek PER 9 21-22	1017		
Overall Creek PROJ 22-23	941		
Overall Creek PROJ 22-23	936	(5)	(81)
Reeves Rogers PER 9 21-22	396		
Reeves Rogers PROJ 22-23	405		
Reeves Rogers ACT 22-23	350	(55)	(46)
Salem PER 9 21-22	1090		
Salem PROJ 22-23	971		
Salem ACT 22-23	953	(18)	(137)
Scales PER 9 21-22	926		
Scales PROJ 22-23	1006		
Scales ACT 22-23	990	(16)	64
21-22	8711		
Totals by Grade	Total K-6		
Projected 22-23	8953		
Totals by Grade	Total K-6		
Actual 22-23	8665	(288)	(46)
Totals by Grade	Total K-6		

net gain/loss to PROJ 22-23

Murfreesboro City Schools

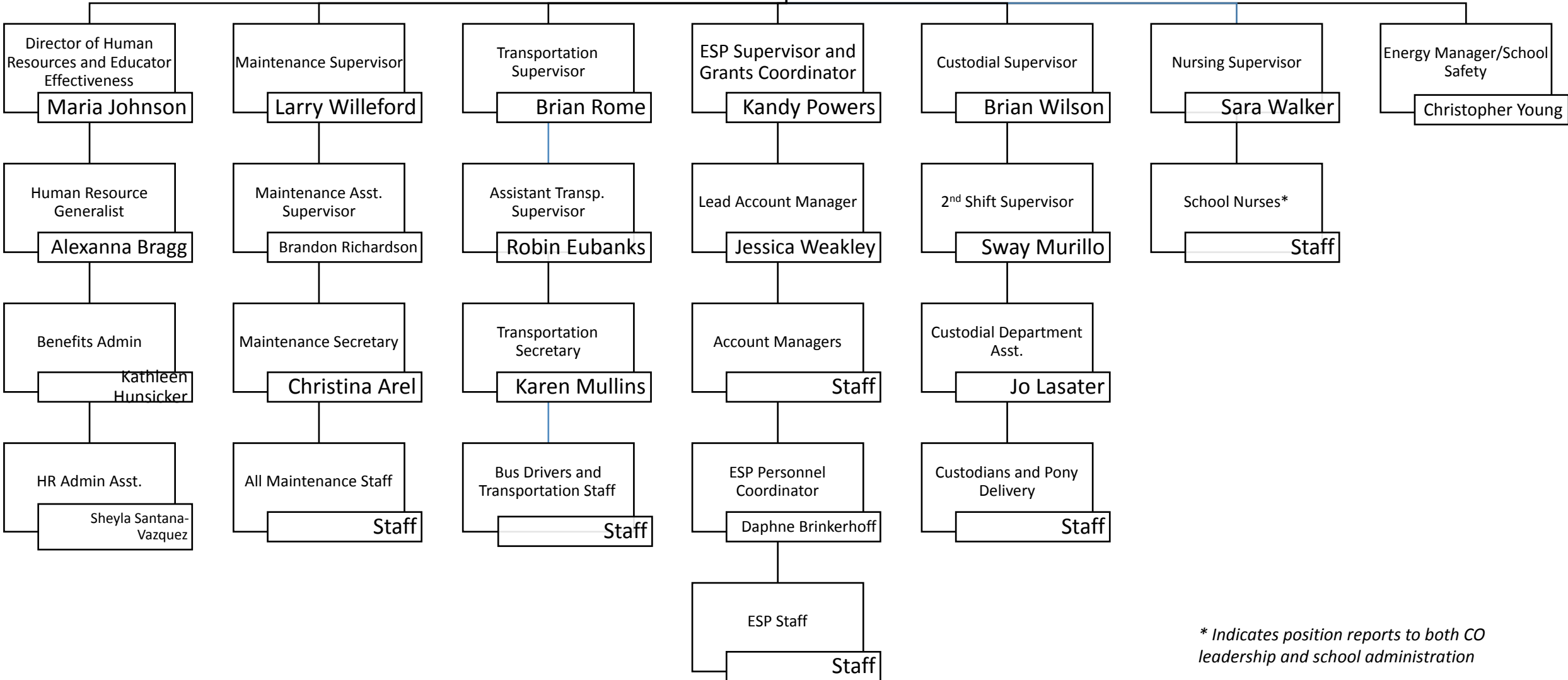
Organizational Chart 2022-2023



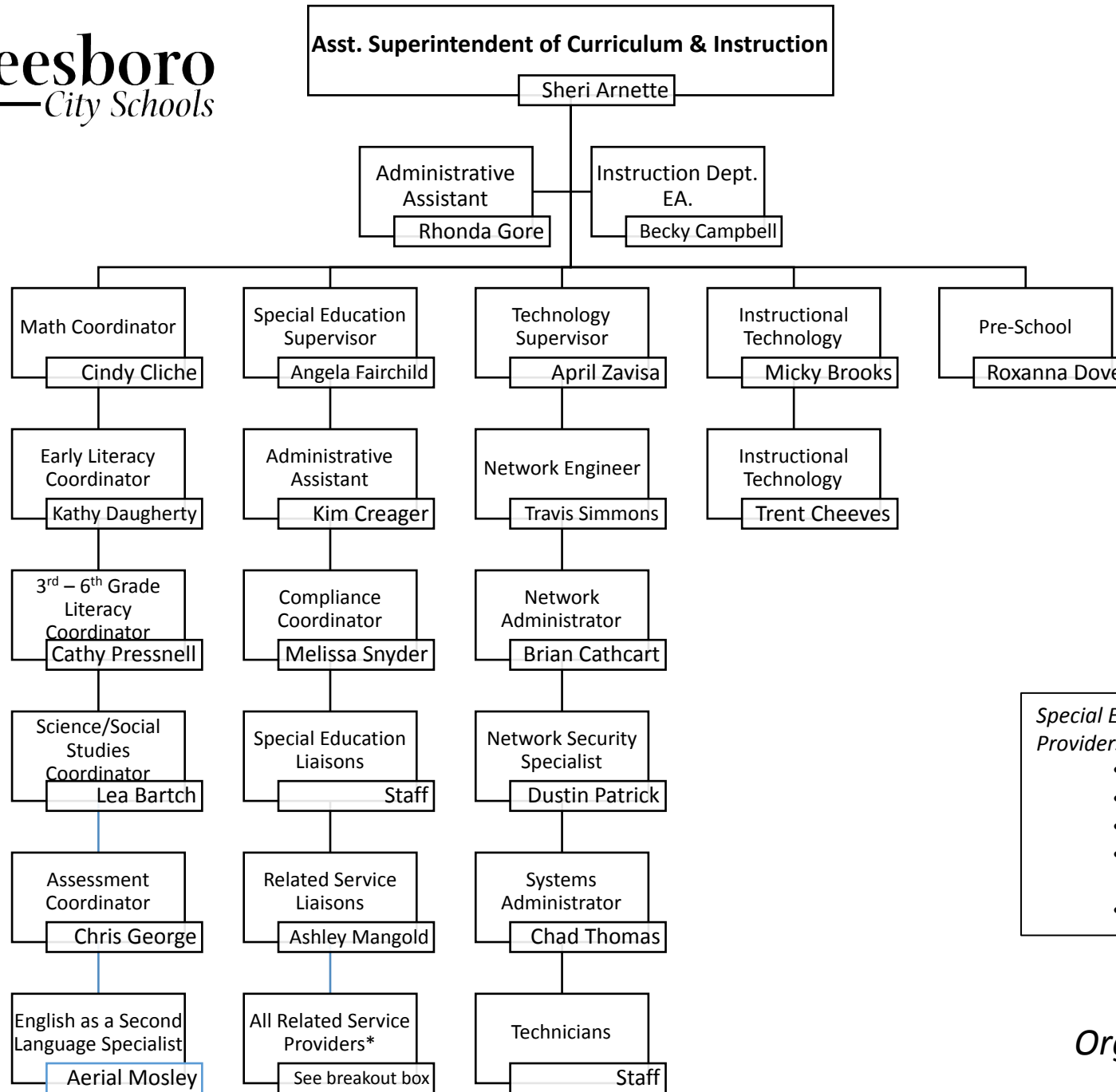


*Organizational Chart
2022-2023*

Asst. Superintendent of HR and School Operations
Ralph Ringstaff

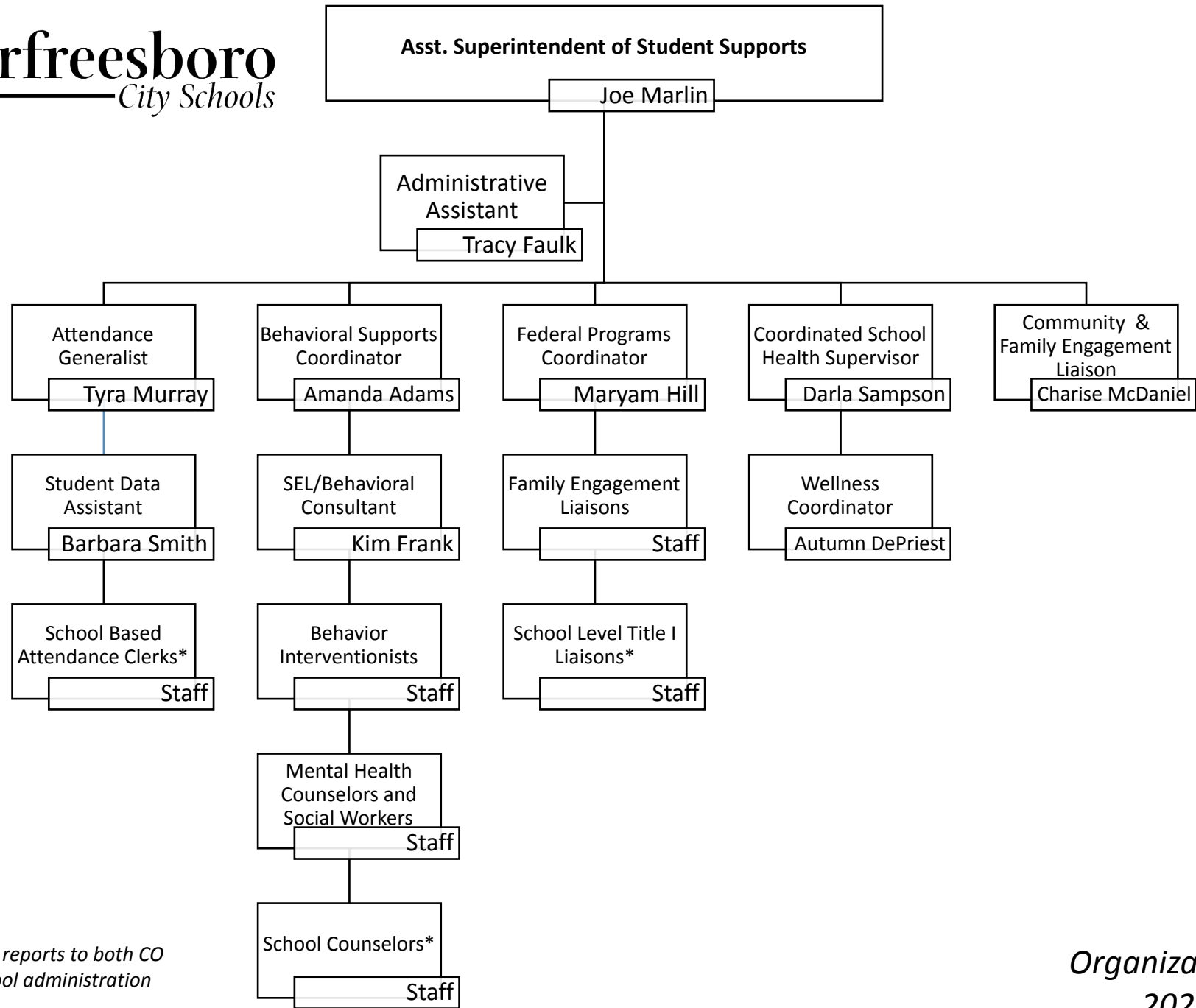


* Indicates position reports to both CO leadership and school administration

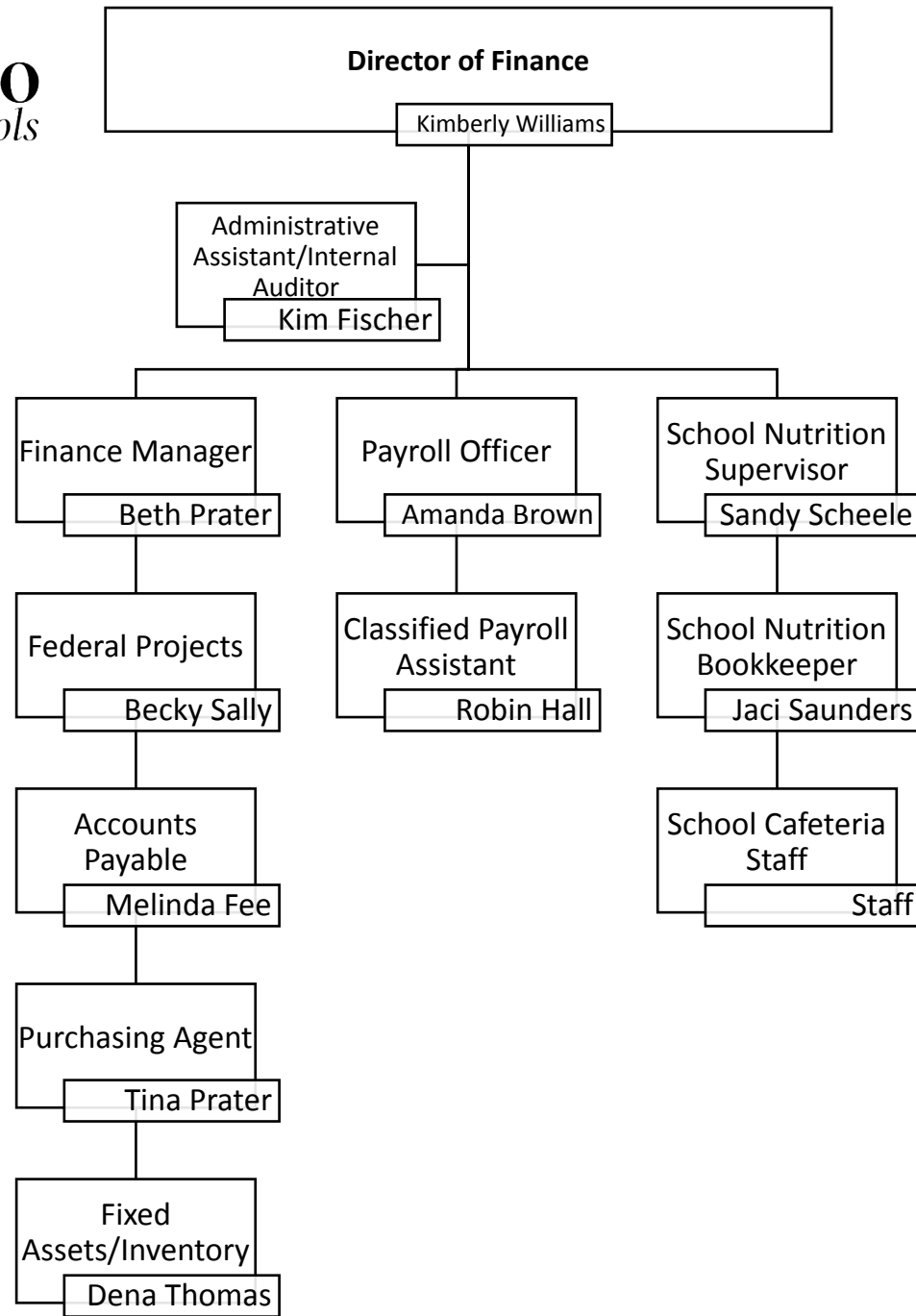


Special Education Related Service Providers include:

- *Psychologists*
- *Gifted Specialists*
- *Preschool Assessment team*
- *Occupational/Physical Therapists*
- *Vision Specialists*



* Indicates position reports to both CO leadership and school administration



Murfreesboro

City Schools

Principals and Assistant Principals 2022-2023

Black Fox Elementary

Principal: Tiffany Strelvel
Assistant Principal: Beverly Johnson

Bradley Academy

Principal: Ken Rocha
Assistant Principal: Kennye Holt

Cason Lane Academy

Principal: Sonya Cox
Assistant Principal: Kimberly Hix

Discovery School

Principal: Dr. Kristina Boone
Assistant Principal: Jessica Snell

Erma Siegel Elementary

Principal: Emily Spencer
Assistant Principal: Crystal Farris

Hobgood Elementary

Principal: Quinena Bell
Assistant Principal: Stephanie McIntyre

John Pittard Elementary

Principal: Adam Bryson
Assistant Principal: Dr. Christy Robinson

Mitchell Neilson Primary

Principal: Robin Newell
Assistant Principal: Jamara DeBerry

Mitchell Neilson Elementary

Principal: Dr. Victoria Shields
Assistant Principal: Jamara DeBerry

Northfield Elementary

Principal: Ynetia Campbell
Assistant Principal: M'lisa Miffleton

Overall Creek Elementary

Principal : Don Bartch
Assistant Principal: Jenny Ortiz

Reeves Rogers Elementary

Principal: Natalie Hardiman
Assistant Principal: Dr. Gail Boyd

Salem Elementary

Principal: Sia Phillips
Assistant Principals: Justin Lattimore
Andrea Oakley

Scales Elementary

Principal: Ranesa Shipman
Assistant Principals: Abbey Thomas
Andrea Oakley