

**Board of Education Regular Meeting**

February 28, 2023 6:00 PM

City Hall Council Chambers

I. CALL TO ORDER Procedural Item	Chair Butch Campbell
A. Pledge of Allegiance Procedural Item The Pledge of Allegiance will be led by Hagen Fontaine, a 5th grade student at Erma Siegel Elementary, and Camryn Tooley, a 5th grade student at Overall Creek Elementary.	
B. Moment of Silence Procedural Item	
II. APPROVAL OF AGENDA Action Item	Chair Butch Campbell
III. COMMUNICATIONS Information Item Congratulations to all 2022-2023 Building Level Teachers of the Year  Black Fox K-4 - Carrie Newberg 5-6 - Warren Frye  Bradley K-4 - Marina Dupes 5-6 - Stephanie Robinson  Cason Lane K-4 - Trisha Lunte 5-6 - Laura Caylor  Discovery K-4 - Amy Ritter 5-6 - Kaitlyn Campbell  Erma Siegel K-4 - Ashley McCarver 5-6 - Stephanie Fontaine  Hobgood K-4 - Megan Mayton 5-6 - Angela Wilson  John Pittard K-4 - Jenny Beets 5-6 - Tonia McLane  Mitchell-Neilson Prek-2 - Shareen Staples 3-4 - Elizabeth Truesdell 5-6 - Monica Amos  Northfield K-4 - Donna Karrh 5-6 - Luke Dickerson  Overall Creek	Mrs. Lisa Trail

<p>K-4 - Catrynia Gannon 5-6 - Miranda Good</p> <p>Reeves-Rogers K-4 - Lauren Hill 5-6 - Riki Webb</p> <p>Salem K-4 - Joy Gallagher 5-6 - Lucie Abbott</p> <p>Scales K-4 Jessica Euverard 5-6 Richard Alexander</p> <p>These teachers will all be formally recognized at the Employee Celebration on April 26 at Copper Ridge Venue.</p> <p>Hobgood would like to thank the following partners:</p> <p>Olive Branch Church, for sponsoring our Rocket Shop (a store with parent incentives to improve attendance) and donating bikes as an incentive for students.</p> <p>Belle Aire Church, for donating items to our Rocket shop and greeting students with High Five Fridays.</p> <p>The Alley on Main for sponsoring our Fine Dining Club with an elegant meal of salad, filet mignon, seasoned chicken breast, potatoes, and green beans last Friday. The experience for the 24 club members was memorable.</p> <p>Thank you to Patterson Park Community Center and The Center for Fairness, Justice, and Equity in the College of Education for making large donations to the Weekend Backpack Food Program.</p> <p>Thank you to First Community Mortgage for their Coat Donation.</p> <p>Please mark the following dates on your calendar: Saturday, March 4 - Gifted Graduation Monday, March 13 - MCS Music Festival at World Outreach - 6 p.m. Thursday, March 16 - MCS STEAM Festival at UT Ag Center - 5-7 p.m. Saturday, April 15 - Excellence in Education</p> <p>Congratulations to Ty Wallace (Cason Lane) and Macy Greeson (Bradley), on being chosen as one of the Rutherford County Farm Bureau's 2023 Ag in the Classroom Outstanding Teachers.</p>	
<p>A. Recognition of District Teachers of the Year, Principal of the Year, and Supervisor of the Year Procedural Item</p>	<p>Dr. Trey Duke</p>
<p>B. The Best of MCS-Dee Dee Potter Procedural Item</p>	<p>Dr. Trey Duke</p>
<p>C. Spotlight on Education-CCSSO Visit-Cathy Pressnell and Kathy Daugherty Procedural Item</p>	<p>Dr. Trey Duke</p>
<p>IV. CONSENT ITEMS Consent Agenda</p>	<p>Chair Butch Campbell</p>
<p>A. Approval of 1-24 Board Minutes Consent Item</p>	

B. Approval of School Fees Consent Item	
C. Minor Change to Board Policy Consent Item	
i. Approval of Board Policy 5.115 Assignment/Transfer on First and Final Reading Consent Item	
ii. Approval of Board Policy 5.701 Substitute Teachers on First and Final Reading Consent Item	
D. Second Reading of Board Policies Consent Item	
i. Approval of Board Policy 2.805 Purchasing on Second Reading Consent Item	
ii. Approval of Board Policy 2.806 Bids and Quotations on Second Reading Consent Item	
iii. Approval of Board Policy 5.106 Application and Employment on Second Reading Consent Item	
iv. Approval of Board Policy 6.205 Assignment of Students to Schools and Classes on Second Reading Consent Item	
v. Approval of Board Policy 2.300 Comparability of Services on Second Reading Consent Item	
vi. Approval of Board Policy 4.301 Interscholastic Athletics on Second Reading Consent Item	
vii. Approval of Board Policy 6.414 Prevention and Treatment of Sudden Cardiac Arrest on Second Reading Consent Item	
V. ACTION ITEMS Action Item	Chair Butch Campbell
A. Approval of Board Policy 5.117 Tenure and Non-Tenure on First Reading Action Item	Dr. Trey Duke
B. Approval of Board Policy 5.302 Sick and Bereavement Leave on First Reading Action Item	Dr. Trey Duke
C. Approval of Board Policy 5.303 Personal and Professional Leave on First Reading Action Item	Dr. Trey Duke
D. Approval of Board Policy 5.304 Long-Term Leave of Absence for Certified Personnel on First Reading Action Item	Dr. Trey Duke
E. Approval of Tenured Teachers Action Item	Dr. Trey Duke
F. Approval of Math Textbook Adoption Action Item	Ms. Sheri Arnette
G. Approval of Budget Amendment Federal Projects Fund Action Item	Dr. Trey Duke
H. Approval of ESP Budget Amendment	Dr. Trey Duke

Action Item	
I. Approval of Supply Chain Grant Amendment Action Item	Dr. Trey Duke
J. Approval of Technology Budget Amendment Action Item	Dr. Trey Duke
K. Revenue and Expenditure Report Information Item	Ms. Kim Williams
VI. REPORTS AND INFORMATION Information Item	Chair Butch Campbell
A. Personnel Report Information Item	Mr. Ralph Ringstaff
B. Enrollment (PTR) Report Information Item	Mr. Joe Marlin
C. Summer School Update Information Item	Ms. Sheri Arnette
D. Director's Update Information Item	Dr. Trey Duke
E. Legislative Update Information Item	Ms. Barbara Long
VII. OTHER BUSINESS Information Item	Chair Butch Campbell
VIII. ADJOURNMENT Action Item	Chair Butch Campbell

**MINUTES**

**Board of Education Regular Meeting**

January 24, 2023 6:00 PM

City Hall Council Chambers

<p><b>I. CALL TO ORDER</b> Procedural Item <b>Present:</b> Mr. Wesley Ballard, Mr. Butch Campbell, Karen Dodd, Barbara Long, Ms. Amanda Moore, Mr. David Settles, <b>Absent:</b> Jimmy Richardson III.</p> <p>Staff: Dr. Trey Duke, Ralph Ringstaff, Sheri Arnette, Angela Fairchild, Kim Williams, Joe Marlin, Lisa Trail, Kristina Boone, Ynetia Campbell, Adam Bryson, Jason Page, and Dr. Christa Campbell</p> <p>Assistant City Attorney Elizabeth Taylor and City Liaison Bill Shacklett</p>	<p>Chair Butch Campbell</p>
<p><b>A. Pledge of Allegiance</b> Procedural Item</p> <p>The Pledge of Allegiance was led by Savannah Wiggins, a third grade student at John Pittard Elementary, and Adalynn Shelton, an integrated Pre-K student at Northfield Elementary.</p>	
<p><b>B. Moment of Silence</b> Procedural Item</p> <p>Chair Campbell asked the board to remember the Carolyn Miller family during the moment of silence.</p>	
<p><b>II. APPROVAL OF AGENDA</b> Action Item</p> <p>Motion to approve the agenda. This motion, made by Ms. Amanda Moore and seconded by Mr. Wesley Ballard, passed. Yea: 6, Nay: 0, Absent: 1</p>	<p>Chair Butch Campbell</p>
<p><b>III. COMMUNICATIONS</b> Information Item</p> <p>Mitchell-Neilson Primary would like to thank an anonymous donor for their generous gift of \$300 to the Primary! We'd also like to thank the fabulous folks at Mars Pet Nutrition (and specifically Mrs. Shaleta Fuqua for adopting 40 of our Primary students and making their Christmas wishes come true! Mrs. Fuqua's husband, Derek, teaches Kindergarten at the Primary.</p> <p>Thank you to our MCS School Board for all they do for our school system and the students of Murfreesboro City Schools. We will be celebrating National School Board Week January 22-28, 2023</p> <p>Bradley Academy is inviting the community to the 2023 African American Cultural Celebration this Thursday, January 26, from 5:00-7:00, at Patterson Park.</p> <p>Congratulations to the two MCS District Teachers of the Year, Stephanie Fontaine, a fifth grade teacher at Erma Siegel, and Catrynia Gannon, a kindergarten teacher at Overall Creek.</p> <p>Congratulations to Mr. Don Bartch for being named Principal of the Year and April Zavisa, Supervisor of the Year.</p>	<p>Mrs. Lisa Trail</p>

<p>A. Spotlight on Education-Student Recognition-Beta Winners at Discovery School Procedural Item</p> <p>Dr. Kristina Boone came forward to recognize her students who received awards during the recent Beta Convention. She thanked the Beta team coach, Mr. Jason Page and co-coach, Dr. Christa Campbell for their hard work. She also recognized Dr. Kleppinger, Ms. Beth Warren and Ms. April Green for their work with the team.</p>	
<p>B. The Best of MCS-Tammy Case, Academic Interventionist at Northfield Elementary Procedural Item</p>	Dr. Trey Duke
<p><b>IV. CONSENT ITEMS</b> Consent Agenda</p> <p>Motion to approve consent agenda. This motion, made by Mr. David Settles and seconded by Barbara Long, passed. Yea: 6, Nay: 0, Absent: 1</p>	Chair Butch Campbell
<p>A. Approval of the following Board Minutes: 12/13/22 Regular Board Meeting 1/10/23 Regular Board Meeting 1/10/23 Board Work Session Consent Item</p>	
<p>B. Minor Change to Board Policy Consent Item</p>	
<p>i. Approval of Board Policy 2.702 Inventories on First and Final Reading Consent Item</p>	
<p>ii. Approval of Board Policy 5.118 Background Investigations on First and Final Reading Consent Item</p>	
<p>C. Second Reading of Board Policies Consent Item</p>	
<p>i. Approval of Board Policy 4.700 Testing Programs on Second Reading Consent Item</p>	
<p>D. Approval of the 2023-2024 School Calendar on Second Reading Consent Item</p>	
<p><b>V. ACTION ITEMS</b> Action Item</p>	Chair Butch Campbell
<p>A. Approval of Board Policy 2.805 Purchasing on First Reading</p>	Dr. Trey Duke

<p>Action Item</p> <p>Motion to approve Board Policy 2.805 Purchasing on First Reading. This motion, made by Mr. David Settles and seconded by Karen Dodd, passed. Yea: 6, Nay: 0, Absent: 1</p>	
<p>B. Approval of Board Policy 2.806 Bids and Quotations on First Reading Action Item</p> <p>Motion to approve Board Policy 2.806 Bids and Quotations on First Reading. This motion, made by Mr. David Settles and seconded by Ms. Amanda Moore, passed. Yea: 6, Nay: 0, Absent: 1</p>	Dr. Trey Duke
<p>C. Approval of Board Policy 5.106 Application and Employment on First Reading Action Item</p> <p>Motion to approve Board Policy 5.106 Application and Employment on First Reading. This motion, made by Mr. Wesley Ballard and seconded by Barbara Long, passed. Yea: 6, Nay: 0, Absent: 1</p>	Dr. Trey Duke
<p>D. Approval of Board Policy 6.205 Assignment of Students to Schools and Classes on First Reading Action Item</p> <p>Motion to approve Board Policy 6.205 Assignment of Students to Schools and Classes on First Reading. This motion, made by Mr. David Settles and seconded by Mr. Wesley Ballard, passed. Yea: 6, Nay: 0, Absent: 1</p>	Dr. Trey Duke
<p>E. Approval of Board Policy 2.300 Comparability of Services on First Reading Action Item</p> <p>Motion to Board Policy 2.300 Comparability of Services on First Reading. This motion, made by Mr. David Settles and seconded by Karen Dodd, passed. Yea: 6, Nay: 0, Absent: 1</p>	Dr. Trey Duke
<p>F. Approval of Board Policy 4.301 Interscholastic Athletics on First Reading Action Item</p> <p>Motion to approve Board Policy 4.301 Interscholastic Athletics on First Reading. This motion, made by Mr. Wesley Ballard and seconded by Mr. David Settles, passed. Yea: 6, Nay: 0, Absent: 1</p>	Dr. Trey Duke
<p>G. Approval of Board Policy 6.414 Prevention and Treatment of Sudden Cardiac Arrest on First Reading Action Item</p> <p>Motion to approve Board Policy 6.414 Prevention and Treatment of Sudden Cardiac Arrest on First Reading. This motion, made by Mr. David Settles and seconded by Karen Dodd, passed. Yea: 6, Nay: 0, Absent: 1</p>	Dr. Trey Duke
<p>H. Enrollment Request Action Item</p> <p>Motion to deny the enrollment request of an expelled student from Rutherford County Schools at the recommendation of the Director. This motion, made by Karen Dodd and seconded by Mr.</p>	Dr. Trey Duke

<p>David Settles, passed. Yea: 6, Nay: 0, Absent: 1</p> <p>Mr. Ballard asked Ms. Taylor to clarify that a student can be expelled from one district, but still apply to another district. Ms. Taylor said that law was passed by the general assembly. He asked what their options are if the district has no alternative school. Ms. Taylor told Mr. Ballard that the student could ask to be enrolled in another surrounding county, attend a virtual school, homeschool, or private school.</p> <p>Mrs. Moore shared her struggle with this decision and the fact that she wanted to make the best decision for the students of Murfreesboro City Schools, but also for the student involved. Mr. Settles said that he felt the same as Mrs. Moore, but the student would be allowed back in school after the length of the expulsion, along with the fact that the student has other options.</p> <p>Chair Campbell asked if the student can apply to an out of county school district. Ms. Taylor said that he can apply to any school district that his parent would transport him to.</p> <p>Dr. Duke clarified that the expulsion was for 93 days, and at that point, the student could go back to the school where he was expelled.</p>	
<p>I. Open Zones for 2023-2024 Action Item</p> <p>Motion to approve Open Zones for 2023-2024. This motion, made by Mr. David Settles and seconded by Ms. Amanda Moore, passed. Yea: 6, Nay: 0, Absent: 1</p>	Dr. Trey Duke
<p>J. Approval of Custodial Services Contract with ABM Action Item</p> <p>Motion to approve the Custodial Services Contract with ABM. This motion, made by Mr. David Settles and seconded by Barbara Long, passed. Yea: 6, Nay: 0, Absent: 1</p> <p>Mr. Ringstaff came forward to present information to the board regarding the recent discussions that he had had with the custodial teams at each school over the past few weeks. He told the board that he presented each group, fulltime and part-time staff, with the possible change in custodial procedures and the fact that administration was looking into partnering with an outside contractor, ABM, for custodial services. Mr. Ringstaff stated that he explained the benefits of this change and although some were a little apprehensive, they all felt good about the change.</p> <p>There was discussion about equipment, holiday pay, and work schedules and who the custodians will report to. Mr. Ringstaff explained the process to the board and answered their questions.</p> <p>Mrs. Moore said that she was originally concerned about this move, but has now been reassured that this move will benefit everyone and that no employee's pay will be decreased because of this change.</p>	Dr. Trey Duke
<p>K. Budget Amendment for Custodial Contract Action Item</p> <p>Motion to approve the Budget Amendment for Custodial Contract. This motion, made by Ms. Amanda Moore and seconded by Karen Dodd, passed.</p>	Dr. Trey Duke

Yea: 6, Nay: 0, Absent: 1	
<b>VI. REPORTS AND INFORMATION</b> Information Item	Chair Butch Campbell
A. Bell Times for 2023-2024 Information Item  Dr. Duke presented a list of bell times to the board and explained that all schools will remain the same with the exception of Cason Lane Academy. Cason Lane will move to an 8:30 start time. Dr. Duke said that he has talked with staff and will be letting parents know in the days ahead. The reason for this change would allow transportation to better utilize their services on the west side of town. He said that ESP services would still be offered at Cason Lane from 6:00 a.m. to 6:00 p.m. Dr. Duke will also be meeting with faculty again this week.	Dr. Trey Duke
B. Transportation for 2023-2024 Information Item  Dr. Duke told the board that historically MCS has designated the parent responsibility zone for transportation to be at .5 mile from the school. This is one mile less than the 1.5 mile area designated by the state. He explained that beginning with the 2023-2024 school year, the parent responsibility zone for Overall Creek, Salem, and Scales would be going from .5 mile to .75 mile. With the current bus driver shortage across our state, this will help ensure adequate and consistent transportation services to all students in the district and decrease the current double routes. He explained that no changes would be made for transportation services for students with disabilities.  Mr. Settles commended Dr. Duke and staff for forward thinking on this issue.  Amanda Moore also thanked Dr. Duke for doing this so early in the year, along with the change in bell times, so that parents can be making plans for next school year.	Dr. Trey Duke
C. Enrollment (PTR) Report Information Item  Mr. Joe Marlin presented the enrollment report to the board. Dr. Duke added that a lot of schools have implemented incentive programs and are doing a fantastic job with this. He added that Hobgood parents can earn attendance dollars to shop at the school once a month for household items. This attendance "store" will have its grand opening on Friday morning.	Mr. Joe Marlin
D. Personnel Report Information Item	Mr. Ralph Ringstaff
E. Revenue and Expenditure Report Information Item	Mrs. Kim Williams
F. Director's Update Information Item  In Dr. Duke's update to the board, he said that we are well into the second semester. He told the board that with the current 3rd grade retention law in place, every third grade parent will receive a letter this Thursday explaining how their child is performing. He will also be hosting two zoom meetings on Thursday, February 2, one at noon and one at 5:00 to answer any questions that parents may have. He will share the zoom link with the board as well. The meetings will be recorded if the board cannot join at those times.	Dr. Trey Duke

<p>Dr. Duke said that the MCS Job Fair will be February 11 from 9:30-11:30. He encouraged the board to attend. He said that the team will be talking to certified staff, along with transportation employees and school nutrition employees.</p> <p>Lastly, Dr. Duke told the board that we are finishing up the math textbook adoption, and it is narrowed down to three contenders. He told the board that parents can preview all materials from 8:00-4:00 between now and Friday at central office. Parents will be given a feedback form after previewing the materials.</p>	
<p><b>VII. OTHER BUSINESS</b> Information Item</p> <p>Barbara Long updated the board on current legislation and amendments that are being drafted to the current 3rd grade retention law. She stated that the board's concerns are being heard. She told the board that if there are things that she needs to speak to legislators about, she will be happy to do that.</p> <p>Chair Campbell told the board that he and Dr. Duke decided to cancel the board meeting on February 14. The next board meeting will be February 28 at 6:00 p.m. at city hall.</p>	Chair Butch Campbell
<p><b>VIII. ADJOURNMENT</b> Action Item</p> <p>Motion to adjourn at 7:36. This motion, made by Mr. David Settles and seconded by Ms. Amanda Moore, passed. Yea: 6, Nay: 0, Absent: 1</p>	Chair Butch Campbell

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Director of Schools



# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <h2 style="margin: 0;">Assignment/Transfer</h2>	Descriptor Code: <b>5..115</b>	Issued Date: <b>REVIEWED</b> <b>02/20</b> <b>02/12/19</b> <b>09/12/17</b>
		Rescinds: <b>PER 21</b>	Issued: <b>09/01/11</b>

1    **ASSIGNMENT**

2    The Director of Schools shall develop a tentative assignment list of licensed personnel to the various  
 3    schools or departments by June 15 preceding the school year for which such persons are employed while  
 4    allowing each principal or immediate supervisor to assign more specific responsibilities within each  
 5    school.<sup>1</sup>

6    Assignment of employees shall be made by the Director of Schools based on the recommendation of the  
 7    appropriate program director and/or building principal. The assignment shall be determined by the  
 8    applicant's training, experience, and ability to perform the duties of the position and in the best interest  
 9    of the schools.

10    Extra assignments for which supplements are provided and upon which initial employment was based  
 11    may not be relinquished in part by the employee without the approval of the person making the  
 12    assignment. Other assignments for which supplemental salary is provided shall be made on an annual  
 13    contract basis.

14    **TRANSFER (to move from one school or administrative unit to another)**

15    The Director of Schools shall transfer employees as necessary for the efficient operation of the schools.  
 16    <sup>2</sup>The Director of Schools is responsible for developing and disseminating procedures for transfer.

17    All employees transferred shall receive written notification of the transfer prior to the transfer. Transfers  
 18    shall be non-discriminatory and shall not be arbitrary or capricious.

19    The Board shall be notified of transfers.

20    Transfers shall be made in accordance with board policy and state law.

21    **REASSIGNMENT (to move to another assignment within the same school or administrative unit)**

22    Employees shall be reassigned as necessary for the efficient operation of the schools or departments.

23    Reassignments shall be made by the employee's immediate supervisor with approval by the Director of  
 24    Schools.

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Legal References

1. TCA 49-2-301(b)(1)(L); TCA 49-5-401
2. TCA 49-2-301(b)(1)(~~EECC~~); TCA 49-5-510; TCA 49-2-303(b)(3)

# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Substitute Teachers</b>	Descriptor Code: <b>5.701</b>	Issued Date: <b>09/13/22</b>
		Rescinds: <b>5.701</b>	Issued: <b>03/22/22</b>

1 Substitute teachers are those teachers used to replace teachers on leave or to fill temporary vacancies.<sup>1,2</sup>  
2 Substitute teachers may be employed and paid directly by the Board or by a third-party public or  
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.<sup>2</sup>

## 6 APPLICATION/QUALIFICATIONS

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

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

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.<sup>5</sup> 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.

25 **EMERGENCY NEEDS**

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

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

31 **TRAINING AND ORIENTATION**

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

34 **RESPONSIBILITIES**

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

37

38 **RE-EMPLOYMENT/TERMINATION**

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

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

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Legal References

1. TRR/MS 0520-01-02-.04(5)
2. TCA 49-5-~~708~~709
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)

# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term:  <b>Purchasing</b>	Descriptor Code: <b>2.805</b>	Issued Date: <b>11/28/17 01/28/20</b>
		Rescinds: <b>FM 8</b>	Issued: <b>01/01/12</b>

## 1 *General*

2 The school system will purchase competitively and seek maximum educational value for every dollar  
3 expended. Authorization to purchase shall be provided by the Board. The ~~Assistant Superintendent for~~  
4 ~~Administration and Support Services~~Executive Committee/Designee shall serve as purchasing agent for  
5 system-wide purchasing.<sup>1</sup> Principals shall serve as purchasing agents for individual schools.

6 Purchases made by anyone not authorized by the appropriate officials shall become the personal  
7 responsibility of the persons making the purchase agreement. The Board will not, under any  
8 circumstances, be responsible for payment for any materials, supplies, or services purchased by  
9 unauthorized individuals or in an un-prescribed manner.

10 No school shall be obligated to pay for any expenditure made by a student or a teacher or by any other  
11 employee unless he/she first receives a written purchase order from the proper office or unless prior  
12 written permission or arrangements are made with the principal.

13 The Board shall purchase locally whenever the conditions are comparable or when it is most practical  
14 under the circumstances.

## 15 *Individual Schools*

16 The Director of Schools/Designee must approve the following purchases:

- 17 1. A single piece of equipment costing more than five thousand dollars (\$5,000.00);
- 18 2. One that is to be attached to or one that requires alteration of the building; or
- 19 3. One that will become a permanent fixture.

## 20 *Central Office*

### 21 **ROUTINE PURCHASES**

22 Routine purchases shall include expenditures for supplies, salaries, and routine expenditures required  
23 for the operation of the school system. These expenditures shall be anticipated and provided for in the  
24 budget and will normally be authorized by the Board at the beginning of the fiscal year. The Director  
25 of Schools or their designee shall make all routine purchases without further Board authorization;  
26 however, the Board shall be promptly informed if any substantial variation from budgeted estimates  
27 occurs or becomes necessary.

**28 SPECIAL PURCHASES**

29 Special purchases are those which are not routine and which may or may not be specifically identified  
30 by line item in the budget. Examples of special purchases are all capital expenditures such as for vehicles,  
31 buildings, major contracts, purchases of major equipment, items for long-term use and supplies of an  
32 unusual quantity or nature. All purchases in this category shall require specific prior Board approval on  
33 an item-by-item basis. In its approval, the Board may place constraints on the Director of Schools  
34 requiring Board evaluation and/or approval at various steps in the procurement process. This will be  
35 determined by the Board on an individual basis depending on the nature of the procurement action.

**36 EMERGENCY PURCHASES**

37 Emergency purchases are those which are necessary to avert hazards which threaten health or safety, to  
38 protect property from damage or to avoid major disruption of educational activities. If within budgetary  
39 limits and deemed essential, emergency purchases may be made by the Director of Schools. However,  
40 if the purchase is of such significant magnitude as to impact on the integrity of the budget, the Board  
41 Chair shall call a special or emergency meeting of the Board to deal with the matter. In any event, the  
42 Board shall be advised promptly of all emergency purchases.

**43 PURCHASING OF SURPLUS PROPERTY**

44  
45 The Director of Schools and other employees designated by the Board shall be authorized to act for the  
46 Board in acquiring federal surplus property through the Tennessee General Services Department for  
47 surplus property and in entering into agreements, certifications and covenants of compliance concerning  
48 the use of federal surplus property.

49 Further, the Director of Schools is authorized to purchase any needed items through suppliers approved  
50 on the state bid list.

**51 COOPERATIVE PURCHASING**

52 The Board, at its option, will join in cooperative purchasing with other school systems to take advantage  
53 of lower prices for bulk purchasing and to reduce the cost involved in bidding whenever such buying  
54 appears to be to the benefit of the system.

**55 ONLINE PURCHASING<sup>2</sup>**

56 The Board recognizes that online purchasing may provide opportunities for savings, but extra precaution  
57 should be used to ensure that accounting procedures are followed. Online purchasing shall be permitted  
58 with the following requirements:

- 59 1. Prior authorization must be obtained from the Director of Schools before setting up new online  
60 accounts, and schools shall maintain a list of accounts.
- 61 2. Online purchases must be for school purposes and made in accordance with established policies  
62 and procedures. School employees are prohibited from making personal purchases even with

63 the intent of reimbursing the school system. School employees are prohibited from using a  
64 school's ~~tax-exempt~~~~tax-exempt~~ status for personal purchases of any kind.<sup>3</sup>

- 65
- 66 3. The availability of money for the fund/account in question should be determined before  
67 Purchase Orders are approved.
- 68
- 69 4. All Purchase Orders must be properly filled out and approved prior to a purchase.  
70
- 71 5. Price quotes should be obtained where possible and/or practical and retained with other  
72 purchase documentation.

### 73 PURCHASING WITH FEDERAL GRANT FUNDS<sup>4</sup>

74 Before grant funds are obligated or expended, the Director of Schools or their designee shall review  
75 the cost of a proposed expenditure and determine if it is an allowable use of federal grant funds.<sup>4</sup>

76 No person officially connected with or employed by the school system may participate in the selection,  
77 award, or administration of a contract supported by a federal award if he or she has a real or apparent  
78 conflict of interest. A real or apparent conflict of interest arises when the employee, officer, or agent,  
79 any member of his or their immediate family, partner, or an organization which employs or is about to  
80 employ any of the parties indicated herein, has a financial or other interest in or a tangible personal  
81 benefit from a firm considered for a contract. Upon discovery of any potential conflict, the Director  
82 shall disclose the potential conflict to the federal awarding agency in writing.<sup>5</sup>

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#### Legal References

1. TCA 49-2-206(b)(3); TCA 6-36-115
2. *Tennessee Internal School Uniform Accounting Procedure Manual*, Section 4-9, 4-12
3. TCA 49-2-608(1)
4. 2 CFR 200.403
5. 2 CFR § 200.112

#### Cross Reference

5.601 Conflict of Interest

# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term: <h2 style="text-align: center;">Bids and Quotations</h2>	Descriptor Code: <b>2.806</b>	Issued Date: <b>09/13/22</b>
		Rescinds: <b>2.806</b>	Issued: <b>01/28/20</b>

1 All purchases of supplies, materials, equipment, and contractual services in excess of fifty thousand  
 2 dollars (\$50,000), including those by individual schools, shall be based on competitive bids.<sup>1</sup> These bids  
 3 shall be solicited by advertisement in a newspaper of general circulation within the school system.  
 4 However, said newspaper advertisement may be waived by the purchasing agent in an emergency.<sup>2</sup> The  
 5 purchasing agent shall advertise for bids and receive quotations.<sup>1</sup>

6 All purchases of fifty thousand dollars (\$50,000) or less, including those by individual schools, may be  
 7 made in the open market without newspaper notice, but shall, whenever possible, be based on at least  
 8 three (3) competitive ~~bids-quotations-~~ At least three (3) written quotations are required when possible,  
 9 for purchases costing less than the bid threshold but more than twenty thousand dollars (\$20, 000).<sup>2</sup>

10 The lowest and/or best bid shall be accepted, provided the purchaser reserves the right to reject any or  
 11 all bids or any part of any bid and, if applicable, to accept the bid which is best as evidenced by reasons  
 12 relative to the purpose of the purchase.<sup>3</sup> Any bid may be withdrawn prior to the scheduled time for the  
 13 opening of bids. Any bid received after the time and date specified shall not be considered.

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

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

17 Contracts for legal services, educational consultants, and similar services by professional persons or  
 18 groups of high ethical standards shall not be based upon competitive bids but shall be awarded on the  
 19 basis of recognized competence and integrity.<sup>4</sup>  
 20

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Legal References

1. TCA 49-2-203(a)(3); ~~TCA 12-3-121~~ Public Acts of 2022, Chapter No. 1016
2. TCA 49-2-203(a)(3)(A)-(B); TCA 49-2-206(b)(2); ~~Public Acts of 2022, Chapter No. 1016~~ TCA 12-3-1212
3. TCA 49-2-203(a)((D)(c)
4. TCA 12-3-1209; TCA 12-4-107; ~~Public Acts of 2022, Chapter No. 719~~; TCA 29-20-407

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Cross References

- Executive Committee 1.301
- Consultants 1.303
- Conflict of Interest 5.601

# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term: <b>Application and Employment</b>	Descriptor Code: <b>5.106</b>	Reviewed Date: <b>09/13/22</b>
		Rescinds: <b>5.106</b>	Issued: <b>05/24/22</b>

## 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.<sup>1-10</sup> 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.<sup>2</sup>

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.<sup>3</sup> The Board shall pay any costs incurred to perform these background checks and  
12 fingerprinting.<sup>4</sup>

### 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.<sup>5</sup> 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;<sup>6</sup>
- 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;<sup>7</sup>
- 25 3. Who is listed on the state's abuse of vulnerable persons registry maintained by the Department  
26 of Health;<sup>7</sup>
- 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;<sup>8</sup>
- 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;<sup>9</sup>
- 32 6. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from  
33 employment for cause; or

34 7. Who does not receive a satisfactory background check.<sup>10</sup>

35 *Support Employees*

36 No person shall be employed:

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

38 ~~2. Who does not present a physician's certificate showing a satisfactory health record or has any~~  
39 ~~contagious or communicable disease in such form that might endanger the health of school~~  
40 ~~children;<sup>8</sup>~~

41 ~~Who has any contagious or communicable disease in such form that might endanger the health~~  
42 ~~of the children;<sup>8</sup>~~

43 ~~2.3.~~ Who has been identified by the Department of Children's Services as a perpetrator of child  
44 abuse, severe child abuse, child sexual abuse, or child neglect, or who poses an immediate  
45 threat to the health, safety, or welfare of children;<sup>7</sup>

46 ~~3.4.~~ Who is listed on the state's abuse of vulnerable persons registry maintained by the Department  
47 of Health;<sup>7</sup>

48 ~~4.5.~~ Who has not complied with the Immigration Reform and Control Act of 1986;<sup>11</sup>

49 ~~5.6.~~ Who fails to make a full disclosure of any prior criminal record and any prior dismissals from  
50 employment for cause; or

51 ~~6.7.~~ Who does not receive a satisfactory background check.<sup>10</sup>

52 **EMPLOYMENT**

53 *Professional Employees*

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

56 Upon initial employment, the Director of Schools shall notify such person, in writing, of the offer and  
57 conditions of employment. Upon receipt of employment notification, such person shall respond within  
58 the timeline established by state law.<sup>12</sup> From the date of the written acceptance, such person is  
59 considered to be under employment with the system and is subject to all rights, privileges, and duties.

60 *Support Employees*

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

65 *Anticipation of Advanced Degree or Academic Credentials*

66 The teacher shall be responsible for securing a license or certificate, verifying its accuracy, maintaining  
67 its validity, registering it with the Murfreesboro City Schools Human Resources Department, and

68 meeting the requirements of T.C.A. 49-5-101. Initial salary shall reflect the established degree shown  
69 on the Tennessee Department of Education certificate presented at the time of employment.

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

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

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

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

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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)

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Cross References

- Orientation and Probation 5.107
- Compensation Guides & Contracts 5.110
- Background Investigations 5.118
- Recommendations and File Transfers 5.203
- Interim Employees 5.700
- Qualifications and Duties of the Director of Schools 5.802

# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term: <h2 style="text-align: center;">Assignment of Students to Schools and Classes</h2>	Descriptor Code: <b>6.205</b>	Issued Date: <b>09/24/19 Revised 10/12/21 05/10/22</b>
		Rescinds: <b>STU 5</b>	Issued: <b>04/79; 07/01; 05/12; 04/14; 06/16; 09/18</b>

1    **SCHOOL ASSIGNMENT<sup>1</sup>**

2    Pupils entering the Murfreesboro City School System will be assigned to the school which services their  
 3    respective school zone unless the student has been accepted for attendance at a “controlled choice” or  
 4    open- zoned school.<sup>1</sup> The boundaries of these zones may be adjusted from year to year. An exception  
 5    made to the above is: Students living outside the city limits may be assigned to schools where space is  
 6    available pursuant to Board Policy 6.203.

7    “Controlled choice” or open-zoned school includes a school with a designated zone but other students  
 8    may attend if space is deemed available.

9    Each year, the Director of Schools/designee shall review the number of spaces available in each school  
 10    by grade, class, and program levels. This information shall be posted on the district’s website along with  
 11    the dates of the district’s open enrollment period. The open enrollment period shall last for thirty (30)  
 12    days and information about the number of seats available shall be posted for at least fourteen (14) days  
 13    prior. The Director of Schools/designee shall reserve a reasonable number of enrollment spaces at each  
 14    school to account for the enrollment of zoned students, siblings of students, and students who have a  
 15    parent/guardian employed at the school.<sup>2</sup>

16    During the district’s open enrollment period each year, a parent/guardian may request that his/her child  
 17    attend a school within the district other than the one to which the child is zoned. The Director of  
 18    Schools/designee shall review such requests, and if adequate space is available, grant such transfers. If  
 19    the number of requests exceeds the number of available spaces, the Director of Schools/designee shall  
 20    implement a lottery to fill the available spaces.

21    The open enrollment process shall be completed before other nonresident transfers are approved.

22    Once accepted, the student shall provide his/her own transportation to and from the school. The student  
 23    must maintain satisfactory attendance, behavior, and effort to remain in the new school.

24    **APPEALS**

25    Parents who are dissatisfied with the assignment of their children may, within ten (10) days after the  
 26    assignment make application to the Board for a hearing requesting a transfer to another school.<sup>3</sup> Any

27 appeal for exception to this policy or determination of the proper application of the policy shall be  
28 reviewed by a special committee, including at least one (1) Board member, appointed by the Board. The  
29 committee shall consider appeals based on a student's specific curricular and/or documented needs.  
30 Principals shall review all specific curricular exceptions annually; when the conditions upon which the  
31 exception was granted are not adhered to, the out-of-zone approval shall be revoked. The decision of the  
32 special committee regarding appeals is final.

### 33 **ZONE WAIVERS**

34 Applications for waivers on school zone requirements must be submitted in writing to the Director of  
35 Schools or designee. Zone waiver applications must be completed on a yearly basis and are applicable  
36 to one school year only depending on school enrollment and capacity. The Director of Schools or  
37 designee may, in hardship cases, grant waivers on school zone requirements. Students on zone waivers  
38 cannot be sent back to their zoned school without approval of the Director of Schools or the Director's  
39 designee.

40 In the event the Board decides to close a school's zone where a student has been attending as a zoned or  
41 a zone waived student, the student's right to attend the school will be forfeited if the student resides  
42 outside of the designated school zone or if the student moves to a new residence not listed on the zone  
43 waiver form.

44 Should the Board need to rezone the district or a school for any reason, the newly designated school  
45 zones supersede any zone waiver(s) from prior years.

### 46 **TRANSFERS WITHIN SYSTEM<sup>1</sup>**

47 After a student has enrolled in one (1) school within the system, they shall not be permitted to transfer  
48 to another school other than their zoned school unless there is a change in residence of the student's  
49 parent(s) or guardian(s) outside the area in which the student enrolled. Any exception to this policy must  
50 be brought before the Director of Schools for evaluation and decision. Students whose families transfer  
51 their residence to another school area after the first month of school may complete the school year at  
52 their former school.

53 Students who present evidence that they will move during the school year and who desire to enroll in a  
54 new school in the new area may do so with prior written request for a change of school area. The Director  
55 of Schools or designee may grant other exceptions to this policy for good and sufficient reasons.

### 56 **OPEN ZONING<sup>1</sup>**

57 Upon recommendation of the Director, each year the Board will approve which schools will be available  
58 for open zoning.<sup>3</sup> That decision will be based on current and future available space for students, principal  
59 recommendation, and any other appropriate consideration needed at that time. If the transfer is granted,  
60 the parents or guardians are responsible for transportation of the student to the new school. The student  
61 shall maintain satisfactory attendance, behavior and effort to remain in the new school. All out-of-zone  
62 transfer requests must be completed on an annual basis and submitted for approval by May 15th.

63 Approval to attend an open-zoned school is valid for one year and is based on school capacity and the  
64 information submitted with the open zone application.

## 65 **CLASSROOM ASSIGNMENT**

66 Principals have the authority and responsibility for assigning students to the individual classrooms within  
67 the school. Pupil-teacher ratios shall not exceed the averages outlined in state law. Further, class sizes  
68 shall not exceed the maximum allowed by state law.<sup>4</sup>

69 Students who enter the system from another school system are to be placed by the principal in the grade  
70 and/or level as indicated by records from the former school. If the student's placement is inappropriate  
71 in the grade or level assigned, the student may be reassigned by the principal to another grade level.  
72 Parents shall be kept advised.

73 The principal shall separate an alleged victim of child sexual abuse from an alleged perpetrator if the  
74 abuse allegedly occurred while the child was under the supervision or care of the school. If available  
75 and appropriate, a child shall be reassigned if a request is made by the child's parent or custodian and  
76 the perpetrator has been (1) substantiated by the department of children's services; (2) adjudicated by a  
77 juvenile court to have committed the child sexual abuse; or (3) criminally charged.<sup>45</sup>

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### Legal References

1. TCA 49-2-128
2. TCA 49-6-3113
3. TCA 49-6-3201
- 3-4. TCA 49-1-104; TRR/MS 0520-01-02-.31(4)
- 4-5. TCA 49-6-3102(h), (i)

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### Cross References

Student Assignments 6.205  
Homeless Students 6.503  
Students in Foster Care 6.505

# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term:  <b>Comparability of Services</b>	Descriptor Code: <b>2.300</b>	Issued Date: Click here to enter a date.
		Rescinds:	Issued:

- 1 In order to ensure comparability of services<sup>1</sup> from local and state funds in all of its schools, the Board  
2 shall ensure that:
- 3 1. A system wide salary schedule is adopted annually;
  - 4 2. Teachers, principals, and support personnel are assigned to schools on an equivalent basis  
5 according to grade levels and need; and
  - 6 3. Curriculum materials and instructional supplies are provided to schools on an equivalent basis  
7 according to grade levels and need.
- 8 The Director of Schools shall develop procedures to ensure compliance with this policy and state and  
9 federal requirements regarding the comparability of services.

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#### Legal References

1. 20 USCA § 6321

# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Interscholastic Athletics</b>	Descriptor Code: <b>4.301</b>	Issued Date: <b>06/26/18 Reviewed 08/24/21</b>
		Rescinds: <b>STU 58</b>	Issued: <b>03/25/14</b>

1 No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, be  
2 treated differently from another person or otherwise be discriminated against in any athletic program of  
3 the school. Equal athletic opportunities shall be provided for members of both sexes.<sup>1</sup> Student athletes  
4 shall only be allowed to participate in athletic activities or events that align with the student's sex  
5 indicated on his/her original birth certificate.<sup>2</sup> The Director of Schools/designee shall require the  
6 parent/guardian to provide the student's original birth certificate prior to participation in any  
7 interscholastic athletics. If the original birth certificate is not available or does not indicate the  
8 student's sex at the time of birth, the parent/guardian shall provide medical documentation showing  
9 evidence of the student's sex at birth.

10 Interscholastic athletics shall be administered as a part of the regular school program and shall be the  
11 principal's responsibility. Principals shall ensure that school regulations regarding participation in a  
12 sport are reasonable. The principal or designee must accompany an athletic team on trips.

13 Only students currently enrolled in Murfreesboro City Schools may participate in athletics.

## 14 **INSURANCE & PHYSICAL EXAMINATIONS**

15 Prior to participation in interscholastic athletics, every student must complete an annual physical  
16 examination.<sup>3</sup> The parents/guardians of each student shall be responsible for covering the cost of the  
17 examination, and these records shall be on file in the principal's office. It shall be the responsibility of  
18 the parent(s) or guardian to provide health and hospitalization insurance for all students participating in  
19 interscholastic athletics.

20 Coaches must satisfy all training requirements mandated by federal, state, and local laws.

21 Coaches, employees, and volunteers of the school district shall not encourage, permit, condone or  
22 tolerate hazing activities.<sup>4</sup>

## 23 **SEVERE WEATHER**<sup>5</sup>

24 Severe weather is any type of weather that could impede the safety of any athlete by compromising the  
25 playing conditions of the interscholastic sport. Severe weather includes, but is not limited to, thunder,  
26 lightning, and extreme temperatures. When severe weather is forecasted, suspension of play shall be  
27 discussed with all players, coaches, and officials, if applicable.

28 All coaches who oversee or participate in outdoor training, practice, or competition shall annually  
29 complete a heat illness prevention course approved by the Tennessee Department of Health as well as  
30 receive training on activity modifications based on environmental conditions.

31

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Legal References

1. Title IX, Education Amendment of 1972, 20 USCA § 1681, *et seq.*; 34 CFR § 106.41
2. Public Acts of 2021, Chapter No. 40
3. 20 USCA § 1232h(c); TRR/MS 0520-01-13-.01(1)(a)
4. TCA 49-2-120
- 4-5. TCA 49-6-3601

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Cross References

# Murfreesboro City School Board

Monitoring:  <b>Review: Annually, in April</b>	Descriptor Term:  <h2 style="text-align: center;">Prevention and Treatment of Sudden Cardiac Arrest</h2>	Descriptor Code: <h3 style="text-align: center;">6.414</h3>	Issued Date: Click here to enter a date.
		Rescinds:	Issued:

1 Sudden cardiac arrest is a condition in which the heartbeat stops abruptly and unexpectedly, preventing  
 2 blood flow to the brain, the heart, and the rest of the body. In order to ensure the safety of students that  
 3 participate in interscholastic athletics, it is imperative that student athletes, coaches, and  
 4 parent(s)/guardian(s) are educated about the nature and treatment of sudden cardiac arrest. The Board  
 5 recognizes that sudden cardiac arrest is a serious health issue and should be treated as such.

6 The Board adopts the guidelines and other pertinent information and forms developed by the  
 7 Tennessee Department of Health to inform and educate coaches, school administrators, student  
 8 athletes, and parent(s)/guardian(s) of the nature, risk, and symptoms of sudden cardiac arrest. These  
 9 guidelines and materials may be viewed on the Department of Health's website and shall be made  
 10 available to interested parties through the Central Office.

11 This policy shall govern all activities and those individuals involved in those activities which constitute  
 12 an organized athletic game or competition against another team or in practice or preparation for an  
 13 organized game or competition. It does not govern those activities or individuals involved in those  
 14 activities which are entered into for instructional purposes only or those that are incidental to a  
 15 nonathletic program or lesson.

16 **REQUIRED TRAINING<sup>1</sup>**

17 The Director of Schools shall ensure that each school’s athletic director and coaches, employed or  
 18 volunteer, annually complete the National Federation of State High School Association’s *Elective*  
 19 *Course – Sudden Cardiac Arrest* online course. This course may be accessed online at  
 20 [www.nfhslearn.com](http://www.nfhslearn.com).

21 Prior to the annual initiation of practice or competition, the following persons shall review and sign a  
 22 sudden cardiac arrest information sheet approved by the Tennessee Department of Health: each school  
 23 athletic director, licensed healthcare professionals (if appointed), and each coach, employed or  
 24 volunteer.

25 In addition, prior to the annual initiation of practice or competition, all student athletes and their  
 26 parent(s)/guardian(s) shall review the sudden cardiac arrest information sheet approved by the  
 27 Tennessee Department of Health. A form confirming this review shall be signed and returned by the  
 28 student athlete if the athlete is eighteen (18) years of age or older or by the student athlete's  
 29 parent(s)/guardian(s) if the athlete is younger than eighteen (18) years of age.

1 All documentation of the completion of a sudden cardiac arrest education course program and signed  
2 sudden cardiac arrest information sheets shall be maintained by the Director of Schools/designee for a  
3 period of three (3) years.

4 **Removal from Athletics<sup>1</sup>**

5 Any student athlete who shows signs, symptoms, and/or behaviors consistent with sudden cardiac  
6 arrest during or after an athletic activity or competition shall be immediately removed for evaluation  
7 by a licensed healthcare professional, if available, and if not, by a coach or other designated  
8 individuals. Signs, symptoms, and/or behaviors include, but are not limited to, passing out, fainting,  
9 unexplained shortness of breath, chest pains, dizziness, racing heart rate, and extreme fatigue.

10 Student athletes who have been removed from an athletic activity or competition shall not return to any  
11 supervised team activities involving physical exertion, including games, competitions, or practices,  
12 until the student athlete has been evaluated by and received written clearance on forms approved by the  
13 Department of Health from a licensed health care provider for a full or graduated return.

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Legal References

1. TCA 68-6-101 *et seq.*

**To: Board of Education**

**RE: Policy 5.117**

**Board Meeting Date: February 28, 2023**

Policy 5.117 governs the district's tenure policies and procedures. This amendment clarifies that and educator who transfers to the Murfreesboro City School district will not be eligible for tenure until they complete the regular five-year probationary period with the district.

# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Tenure and Non-Tenure</b>	Descriptor Code: <b>5.117</b>	Issued Date: <b>Revised 03/22/22</b>
		Rescinds: <b>PER 16</b>	Issued: <b>04/79; 10/11; 01/05; 08/01</b>

## 1 *General*

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

## 4 **TENURE ELIGIBILITY<sup>2</sup>**

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

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

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

## 24 **ACQUISITION OF TENURE STATUS**

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

27 The following additional guidelines shall apply:

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

## 10 **TEACHER RETURNING TO EMPLOYMENT**

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

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

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

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

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

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

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

33 When a teacher who has returned to probationary status has received two (2) consecutive years of  
34 evaluations demonstrating an overall performance effectiveness level of “above expectations” or  
35 “significantly above expectations,” the teacher is again eligible for tenure and shall be either

- 1 recommended by the Director of Schools for tenure or nonrenewed; provided, however, that the
- 2 teacher shall be dismissed if tenure is denied by the Board.<sup>4</sup>
  
- 3 This section does not apply to teachers who acquired tenure prior to July 1, 2011.

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Legal References

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

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Cross References

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

**To: Board of Education**

**RE: Policy 5.302**

**Board Meeting Date: February 28, 2023**

Policy 5.302 governs bereavement leave for employees. This amendment requires employees to provide documentation of the bereavement event or familial relationship for a bereavement leave claim.

# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Sick and Bereavement Leave</b>	Descriptor Code: <b>5.302</b>	Issued Date: <b>03/22/22</b>
		Rescinds: <b>PER 25 PER 26</b>	Issued: <b>09/01/11</b>

## 1 SICK LEAVE

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

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

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

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

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

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

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

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

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

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

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

## 15 **BEREAVEMENT LEAVE**

16  
 17 Employees shall be granted bereavement leave up to three (3) days per occurrence in the event of death  
 18 of an immediate family member. Immediate family member shall include the employee's spouse/legal  
 19 guardians, parents, grandparents, children, grandchildren, siblings, mother-in-law, father-in-law,  
 20 daughter-in-law, son-in-law, brother-in-law, sister-in-law, stepmother, stepfather, stepsiblings,  
 21 stepchildren, step grandchildren, and foster children. Employees shall be granted bereavement leave up  
 22 to one (1) day per event in the event of death of a cousin, aunt, uncle, niece, or nephew.

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

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

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

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### Legal References

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

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### Cross References

- Family and Medical Leave 5.305  
 Physical Assault Leave 5.307

**To: Board of Education**

**RE: Policy 5.303**

**Board Meeting Date: February 28, 2023**

Policy 5.303 governs personal and professional leave for employees. This amendment grants certified employees two personal days per year and adds language outlining how personal leave rolls over to sick leave. It also adds language regarding leave to serve on a board of commission for employees appointed by the Governor or General Assembly and language regarding personal leave for classified employees.

# Murfreesboro City School Board

Monitoring:  <b>Review: Annually, in February</b>	Descriptor Term:  <h2 style="text-align: center;">Personal and Professional Leave</h2>	Descriptor Code: <h3 style="text-align: center;">5.303</h3>	Issued Date: <b>REVIEWED</b> 02/20 02/12/19 09/12/17
		Rescinds: <h3 style="text-align: center;">PER 20</h3>	Issued: <b>09/01/11</b>

1 Personal and professional leave shall be granted in accordance with the laws of the State of Tennessee  
 2 and the rules and regulations of the State Board of Education.

3 **Personal Leave:** Certified employees shall earn two (2) personal ~~and one (1) professional leave day for~~  
 4 ~~a total of three (3) days~~ per year. Any personal and professional leave remaining unused at the end of a  
 5 year shall be credited to sick leave except in the case of the following circumstances:

- 6
- 7 1. Certified personnel with ten (10) to fifteen (15) years of experience shall be able to retain up to  
 8 three (3) earned personal/~~professional~~ days. One (1) of those days, if available, will roll over  
 9 from the previous year.
- 10 2. Certified personnel with sixteen (16) to twenty five (25) years of experience shall be able to retain  
 11 up to four (4) earned personal/~~professional~~ days. Two (2) of those days, if available, will roll  
 12 over from the previous year.
- 13 3. Certified personnel with twenty-six (26) or more years of experience shall be able to retain five  
 14 (5) earned personal/~~professional~~ days. Three (3) of those days, if available, will roll over from  
 15 the previous two (2) years.

16

17 **Professional Leave:** Professional leave is a short, temporary absence for the purpose of attending  
 18 workshops and other meetings relating to school business or serving on boards and commissions which  
 19 meet during daytime hours when appointed by a mayor, city council, county executive or county  
 20 commission.<sup>3</sup>

Certified educators may request professional leave by submitting the request to the school principal at  
least five (5 days) prior to the requested leave of absence. Professional day requests in excess of one (1)  
day per year must be approved by the Assistant Superintendent of Curriculum and Instruction.

In addition, certified employees shall be granted leave to serve on any board or commission of the State  
when the appointment is made by the Governor or General Assembly.

Approved professional leave shall not be counted against any other accumulated leave credits.

21 Requests for professional leave shall be submitted to the principal/supervisor at least five (5) days prior  
 22 to requested leave of absence.

1 If, at the termination of services, any employee has been absent for more days than leave has been earned,  
2 an amount sufficient to cover the excess days used shall be deducted from the employee's final salary  
3 payment.

4 Subject to the following conditions, personal leave may be taken at the discretion of the employee:

5 1. Except in emergency, each employee shall give the principal/supervisor at least one (1) day's  
6 notice in writing of intent to take personal leave;

7 2. The approval of the principal/supervisor shall be required:<sup>2</sup>

8 a. If more than ten percent (10%) of the teachers in any given school request its use on the  
9 same day;

10 b. If requested during any prior established student examination period;

11 c. If requested on the day immediately preceding or following a holiday or vacation period;

12 d. If personal leave is requested for days scheduled for professional development or in-  
13 service training, according to a school calendar adopted by the local board of education  
14 prior to the commencement of the school year; or

15 e. If personal leave is requested for days scheduled for parent-teacher conferences,  
16 according to a school calendar adopted by the local board of education prior to the  
17 commencement of the school year.

18 ~~Professional leave is a short, temporary absence for the purpose of attending workshops and other~~  
19 ~~meetings relating to school business or serving on boards and commissions which meet during daytime~~  
20 ~~hours when appointed by a mayor, city council, county executive or county commission.<sup>3</sup>~~

21  
22 ~~Requests for professional leave shall be submitted to the principal/supervisor at least five (5) days prior~~  
23 ~~to requested leave of absence.~~

24  
25 Full time classified staff will earn one personal day per semester. Any personal days unused at the end  
26 of the fiscal year shall be credited to sick leave.

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Legal References

1. TCA 49-5-711; TRR/MS 0520-01-02-.04(3)
2. TCA 49-5-711(c)(1)
3. TCA 49-5-205

**To: Board of Education**

**RE: Policy 5.304**

**Board Meeting Date: February 28, 2023**

Policy 5.304 governs long term leaves of absence for certified personnel. This amendment adds language to the policy prohibiting the use of long term leave to actively pursue other employment or work for another employer.

# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Long-Term Leave of Absence for Certified Personnel</b>	Descriptor Code: <b>5.304</b>	Issued Date: <b>Revised 03/22/22</b>
		Rescinds: <b>PER 19</b>	Issued: <b>02/01/12</b>

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

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

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

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

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

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

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

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

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

## 6 **PAY AND BENEFITS**

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

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### Legal References

1. TCA 49-5-702; TCA 4-21-408; Federal Family and Medical Leave Act of 1993; 29 USCA § 2601, 2611- 2619
2. TCA 49-5-702
3. TCA 49-5-703
4. TCA 49-5-704
5. TCA 49-5-705
6. TCA 49-5-706

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### Cross References

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

February 28, 2023

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

WARREN FRYE	BLACK FOX	DANIEL HOYT	OVERALL CREEK
ASHLEY LOVE	BLACK FOX	LAUREN MOORE	OVERALL CREEK
MICHELLE MITCHELL	BLACK FOX	HEATHER PERKINS	OVERALL CREEK
JOHN DANIEL WING	BLACK FOX	HANNAH BLANKS	OVERALL CREEK
STEPHANIE ROBINSON	BRADLEY	EMILY EDMUNDSON	OVERALL CREEK
ALLISON NIVISON	BRADLEY	LARA CHRISTINE DILLIHAY	OVERALL CREEK
ROBYN TROWBRIDGE	CASON LANE	ADAM BRYSON	PITTARD
JESSICA WING	CASON LANE	MARC HARRIS	PITTARD
AMY WALKER	CASON LANE	AMBER ROBINSON	PITTARD
DENISE PERKINS	CASON LANE	BREANA MCCLAIN	REEVES ROGERS
DEBRA GADIENT-KAISER	DISCOVERY	JENNIFER CLEMANS-STANLEY	REEVES ROGERS
KAITLYN CAMPBELL	DISCOVERY	CYNTHIA MARTIN	SALEM
MICHELLE LLOYD	DISCOVERY	PAULA ARONNA	SCALES
JENNIFER GEORGE	ERMA SIEGEL	CANDACE PINKSTON	SCALES
JESSICA GALLIGANI	ERMA SIEGEL	RACHEL MCELHANEY	SCALES
BAILEY ROSE	HOBGOOD	JESSICA JACOBS	SCALES
KELSEY RONE	HOBGOOD		
SUSAN JUNKER	HOBGOOD		
OLIVIA AMOS-WORDLAW	MNE		
HEATHER CURRY	MNE		
AMY OLIVER	MNE		
DONNA KARRH	NORTHFIELD		
JILLIAN KENNAMER	NORTHFIELD		
CAITLIN ANDERSON	NORTHFIELD		

**To: Board of Education**

**RE: Approval of the Math Curriculum—Ready (Curriculum Associates)**

**Board Meeting Date: February 28, 2023**

Board Policy 4.400 clarifies that the responsibility to select textbooks and instructional materials, as recommended by the State Textbook Commission, rests with the local textbook selection committee, subject to approval by the Board.

Based on feedback from the district's math textbook adoption team, we are seeking approval of Ready with Curriculum Associates as our high quality instructional material for Math.

**To: Board of Education**

**RE: Budget amendment Federal Projects Fund**

**Board Meeting Date: February 28, 2023**

Finance and Federal Programs staff are presenting a revision in the Consolidated Federal Programs budget which recognizes increases in federal allocations above what was previously approved by the Board.

This amendment recognizes an additional \$27,084 in Title II funding, \$178,444 in IDEA Part B funding, and \$2,934 in IDEA Preschool.

Additional funds have been allocated in a variety of expenditure line items to cover cost associated with substitutes, equipment, staff development, and contracts with private agencies.

The budget revision is reasonable, necessary, and allowable for the successful completion of the grant requirements.

Murfreesboro City Schools Budget Amendment

BOE Approval 2/28/2023  
 Exhibit A to resolution NO. 23-R-04

Schools Federal Projects Fund 142  
 Fiscal Year 2022-2023

Account Number	Account Description	BUDGET AS PASSED OR PREV AMENDED	AMENDED BUDGET	AMENDMENT INCREASE (DECREASE)
<u>Revenues</u>				
47189 200	Title II A	467,024	494,108	27,084
47143 900	IDEA Part B	2,068,323	2,246,767	178,444
47145 910	IDEA Preschool	54,208	57,142	2,934
<b>Total Increase in Revenues</b>		<b>\$ 2,589,554</b>	<b>\$ 2,798,017</b>	<b>\$ 208,462</b>
<u>Expenditures</u>				
Title IIA				
72210 201	Social Security	11,831	12,031	200
72210 212	Medicare	2,467	2,667	200
72210 524	Staff Development	216,100	242,784	26,684
IDEA Part B				
71200 195	Substitutes	10,000	20,000	10,000
71200 201	Social Security	49,712	51,712	2,000
71200 206	Life Insurance	2,300	3,000	700
71200 207	Medical Insurance	102,834	110,000	7,166
71200 312	Contracts with Private Agencies	137,000	150,000	13,000
71200 725	Equipment	50,000	65,995	15,995
72220 189	Other Salaries	302,435	312,435	10,000
72220 201	Social Security	27,427	28,427	1,000
72220 204	Retirement	45,000	50,000	5,000
72220 207	Medical	55,174	56,174	1,000
72220 208	Dental Insurance	1,959	2,959	1,000
72220 212	Medicare	6,414	7,414	1,000
72220 312	Contracts with Private Agencies	159,535	250,818	91,283
72220 322	Evaluation & Testing	4,000	8,400	4,400
72220 524	Staff Development	20,000	30,000	10,000
72220 504	Indirect Cost	60,400	65,300	4,900
IDEA PreK				
71200 725	Equipment	6,248	9,182	2,934
<b>Total Increase in Expenditures</b>		<b>\$ 1,270,836</b>	<b>\$ 1,479,298</b>	<b>\$ 208,462</b>

CHANGE IN FUND BALANCE (CASH) -

This amendment budgets the final FY23 allocation in Title II, IDEA Part B and IDEA Preschool for \$208,462. The original budget was approved in May 2022 based on preliminary allocations. The majority of these funds are budgeted for benefits, contracts, equipment (less than \$5,000 ea), staff development and indirect cost.

*Beth Prater*

Reviewed by Finance Director/Finance Manager

*2-23-23*

Date

Approved	<input type="checkbox"/>	<i>Bobby W. Bunkley</i>	<i>2/23/23</i>
Declined	<input type="checkbox"/>	Director of Schools	Date

FY23 CFA Final to BOE & City

**To: Board of Education**

**RE: ESP Fund Budget Amendment**

**Board Meeting Date: February 28, 2023**

Finance and ESP staff are presenting a revision in the Extended Schools Program budget which recognizes a transfer of \$516,855 from the ESP's budget fund balance to the Community Services-Contract Services line item.

This transfer is for the installation of poured-in-place rubber safety surfaces at playgrounds located at Bradley, Northfield, John Pittard, and Scales Elementary. This project was approved as part of the district's capital improvement plan.

The budget revision is reasonable, necessary and allowable for the successful completion of the grant requirements.

Murfreesboro City Schools Budget Amendment (# 6)

Extended School Program Fund 146  
Fiscal Year 2022-2023

BOE Approval 2/28/2023  
Exhibit A to Resolution No. 23-R-4

Account Number	Account Description	BUDGET AS PASSED OR PREV AMENDED	AMENDED BUDGET	AMENDMENT INCREASE (DECREASE)
146 Q 39000	Fund Balance	3,670,286	3,153,431	(516,855)
Total Increase in Revenues		\$ 3,670,286	\$ 3,153,431	\$ (516,855)
<u>Expenditures</u>				
146 E 73300 399	Community Services - Contracted Services	59,612	576,467	516,855
Total Increase in Expenditures		\$ 59,612	\$ 576,467	\$ 516,855
CHANGE IN FUND BALANCE (CASH)				(516,855)

To budget \$516,855 from Fund Balance to increase the Contracted Services line-item for the installation of poured-in-place rubber safety surface at playgrounds located at Bradley, Northfield, John Pittard and Scales Elementary Schools.

*Beth Prater*

*2-23-23*

Reviewed by Finance Director/Finance Manager

Date

Approved	<input checked="" type="checkbox"/>	<i>Bobby W. Drake III</i>	<i>2/23/23</i>
		Director of Schools	Director of Schools
Declined	<input type="checkbox"/>		
			Date

**To: Board of Education**

**RE: USDA Supply Chain Grant**

**Board Meeting Date: February 28, 2023**

Finance and School Nutrition staff are presenting a revision in the School Nutrition Fund program budget that recognizes an increase of \$265,545.

Grant funds will be used to purchase allowable food products including locally produced milk.

The budget revision is reasonable, necessary, and allowable for the successful completion of the grant requirements.

Murfreesboro City Schools Budget Amendment (# 6)

School Nutrition Fund 143  
Fiscal Year 2022-2023

BOE Approved 02/28/2023  
Exhibit A to Resolution No. 23-R-04

FY2023 NSLP - Supply Chain Assistance Grant 3

Account Number	Account Description	BUDGET AS PASSED OR PREV AMENDED	AMENDED BUDGET	AMENDMENT INCREASE (DECREASE)
<u>Revenues</u>				
143 R 47114	USDA Other (Supply Chain grant)	238,519	504,064	265,545
Total Increase in Revenues		\$ 238,519	\$ 504,064	\$ 265,545
<u>Expenditures</u>				
143 E 73100 422	Nutrition - Food Supplies	3,182,969	3,448,514	265,545
Total Increase in Expenditures		\$ 3,182,969	\$ 3,448,514	\$ 265,545

CHANGE IN FUND BALANCE (CASH) -

This amendment recognizes an additional award of \$265,545 for the USDA Supply Chain Assistance Grant for a total allocation of \$461,064. The original award of \$181,195 was approved during the regular budget approval process. Grant funds will be used to purchase allowable food products including locally produced milk.

Beth Prater 2-23-23  
 Reviewed by Finance Director/Finance Manager Date

Approved	<input checked="" type="checkbox"/>	<u>Bobby W Duke III</u>	<u>2-23-23</u>
Declined	<input type="checkbox"/>	Director of Schools	Date

**To: Board of Education**

**RE: General Purpose Technology Budget Amendment**

**Board Meeting Date: February 28, 2023**

Finance staff are presenting a revision in the General Purpose program budget that recognizes a transfer of \$80,000 from unassigned fund balance to the Technology – Contracted Services line item.

Funds will be used to cover one-time emergency technology expenses.

The budget revision is reasonable, necessary and allowable.

Murfreesboro City Schools Budget Amendment (# 6)

General Purpose Schools Fund 141  
Fiscal Year 2022-2023

BOE Approved 2/28/2023  
Exhibit A to Resolution No. 23-R-04

Account Number	Account Description	BUDGET AS PASSED OR PREV AMENDED	AMENDED BUDGET	AMENDMENT INCREASE (DECREASE)
141 Q 39000	Unassigned Fund Balance	15,028,448	14,948,448	(80,000)
Total Decrease in Fund Balance		\$ 15,028,448	\$ 14,948,448	\$ (80,000)
<u>Expenditures</u>				
141 E 72250 399	Technology - Contract Services		80,000	80,000
Total Increase in Expenditures		\$ -	\$ 80,000	\$ 80,000
CHANGE IN FUND BALANCE (CASH)				(80,000)

This amendment budgets \$80,000 from Unassigned Fund Balance to the Technology Contract Services line-item to cover one-time emergency expenditures.

*Beth Prater*

*2-23-23*

Reviewed by Finance Director/Finance Manager

Date

Approved	<input checked="" type="checkbox"/>	<i>Bobby W Dake III</i>	<i>2-27-23</i>	
		Director of Schools	Date	
Declined	<input type="checkbox"/>			

**COMPARISON OF BUDGET TOTALS**  
**July 1, 2022 Through January 31, 2023**

<b>TOTAL INCOME</b>	<b>7/1/22 - 1/31/23</b>	<b>\$</b>	<b>53,351,102</b>
<b>TOTAL EXPENSES</b>	<b>7/1/22 - 1/31/23</b>		<b><u>48,855,411</u></b>
	<b>NET INCOME</b>	<b>1/31/23</b>	<b>\$ <u><u>4,495,691</u></u></b>

**YEAR-TO-DATE REVENUE COMPARISON**

JANUARY 2023

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	BUDGET CLASS.	2021-22 BUDGET	2021-22 YTD REV.	2021-22 OVR/(UNDR) BUDGET	2021-22 %	2022-23 BUDGET	2022-23 YTD REV.	2022-23 OVR/(UNDR) BUDGET	2022-23 %
1	40110-Current Prop. Tax	15,700,000	8,735,917	(6,964,083)	55.6%	15,000,000	7,791,741	(7,208,259)	51.9%
2	40210-Local Option Sales Tax	13,021,844	6,472,191	(6,549,653)	49.7%	14,300,000	7,174,401	(7,125,599)	50.2%
3	40000-41110-Other County Rev	1,705,000	814,159	(890,841)	47.8%	1,761,800	930,465	(831,335)	52.8%
4	43300-44000-Other Local Revenue	1,792,500	317,590	(1,474,910)	17.7%	955,926	395,656	(560,270)	41.4%
5	46310-Health Department Programs	-	-	-	N/A	142,600	-	(142,600)	0.0%
6	46511-Basic Educ. Program	48,115,000	28,904,400	(19,210,600)	60.1%	52,851,000	31,803,600	(21,047,400)	60.2%
7	46515-Early Childhood Ed.	1,063,812	433,650	(630,162)	40.8%	1,063,812	431,882	(631,930)	40.6%
8	46530-Energy Efficient Sch	-	-	-	N/A	-	-	-	N/A
9	46590-Other State Education	1,689,401	369,716	(1,319,685)	21.9%	-	-	-	N/A
10	46610-Career Ladder Program	82,000	46,785	(35,215)	57.1%	82,000	40,308	(41,692)	49.2%
11	46615-Ext. Contract-ARRA	-	-	-	N/A	-	-	-	N/A
12	46591-Coordinated School Health	100,000	49,176	(50,824)	49.2%	100,000	50,445	(49,555)	50.4%
13	46595-Family Resource	29,600	12,955	(16,645)	43.8%	29,600	14,806	(14,794)	50.0%
14	46800-46990-Other State Revenue	227,419	55,982	(171,437)	24.6%	302,513	13,388	(289,125)	4.4%
15	47000- Federal Funds	1,007,488	230,629	(776,859)	22.9%	25,000	18,336	(6,664)	73.3%
16	49100-49800 Bond & City Transfers	477,720	-	(477,720)	0.0%	450,000	-	(450,000)	0.0%
17	49810-Approp./City Gen. Fund	7,885,103	4,599,643	(3,285,460)	58.3%	7,885,103	4,599,643	(3,285,460)	58.3%
18	49820-Operating Transfers	863,138	-	(863,138)	0.0%	500,000	86,430	(413,570)	N/A
	<b>TOTALS</b>	<b>\$ 93,760,025</b>	<b>\$51,042,793</b>	<b>\$ (42,717,232)</b>	<b>54.4%</b>	<b>\$95,449,354.00</b>	<b>\$ 53,351,102</b>	<b>\$ (42,098,252)</b>	<b>55.9%</b>

YEAR-TO-DATE EXPENDITURE COMPARISON

JANUARY 2023

PAGE 1

	BUDGET CLASS.	2021-22 BUDGET	2021-22 YTD EXP.	2021-22 OVR/(UNDR) BUDGET	2021-22 %	2022-23 BUDGET	2022-23 YTD EXP.	2022-23 OVR/(UNDR) BUDGET	2022-23 %
1	71100-Reg. Instruction	53,405,843	25,217,526	(28,188,317)	47.2%	52,513,501	\$ 26,140,698	(26,372,803)	49.8%
2	71200-Sp. Ed. Instruction	10,493,199	4,872,968	(5,620,231)	46.4%	11,069,380	5,261,665	(5,807,715)	47.5%
3	71400-Student Body Ed.	-	-	-	N/A	-	-	-	N/A
4	72110-Attendance	101,955	58,532	(43,423)	57.4%	182,175	92,583	(89,592)	50.8%
5	72120-Health Services	350,470	80,375	(270,095)	22.9%	594,620	218,114	(376,506)	36.7%
6	72130-Guidance	2,664,745	1,281,724	(1,383,021)	48.1%	3,310,196	1,497,369	(1,812,827)	45.2%
7	72210-Reg. Instr. Support	2,337,484	1,224,372	(1,113,112)	52.4%	2,381,727	1,252,007	(1,129,720)	52.6%
8	72220-Sp. Ed. Support	1,763,075	843,357	(919,718)	47.8%	1,826,392	864,199	(962,193)	47.3%
9	72250-Technology	2,092,276	1,141,371	(950,905)	54.6%	2,384,180	1,499,623	(884,557)	62.9%
10	72310-Bd. Of Education	1,739,801	931,022	(808,779)	53.5%	1,751,350	947,191	(804,159)	54.1%
11	72320-Office of Supt.	433,002	209,052	(223,950)	48.3%	423,750	218,952	(204,798)	51.7%
12	72410-Office of Principal	4,987,241	2,637,160	(2,350,081)	52.9%	5,164,780	2,723,685	(2,441,095)	52.7%
13	72510-Fiscal Services	556,510	328,284	(228,226)	59.0%	754,345	430,350	(323,995)	57.0%
14	72520-Personnel Services	497,494	276,481	(221,013)	55.6%	505,320	266,793	(238,527)	52.8%
15	72610-Oper. Of Plant	6,534,981	3,255,388	(3,279,593)	49.8%	6,691,130	3,376,876	(3,314,254)	50.5%
16	72620-Maint. Of Plant	2,938,194	1,025,964	(1,912,230)	34.9%	3,092,033	1,240,158	(1,851,875)	40.1%
17	72710-Pupil Transp.	4,087,128	1,787,029	(2,300,099)	43.7%	3,783,120	1,849,967	(1,933,153)	48.9%
18	73300-Community Service	587,955	248,767	(339,188)	42.3%	444,655	238,977	(205,678)	53.7%
19	73400-Early Childhood Educ.	1,240,007	557,064	(682,943)	44.9%	1,166,640	523,947	(642,693)	44.9%
20	76100-Reg. Cap. Outlay	130,000	17,540	(112,460)	13.5%	130,000	46,730	(83,270)	35.9%
21	82130-Education Debt Serv.	-	-	-	N/A	-	-	-	N/A
22	99100-Operating Transfers	350,900	207,234	(143,666)	59.1%	776,800	165,527	(611,273)	21.3%
	<b>TOTALS</b>	<b>97,292,260</b>	<b>46,201,208</b>	<b>\$ (51,091,052)</b>	<b>47.5%</b>	<b>98,946,094</b>	<b>48,855,411</b>	<b>\$ (50,090,683)</b>	<b>49.4%</b>

## Human Resources Personnel Report 01/18/2023 - 02/22/2023

### Certified Hires

<u>Last Name</u>	<u>First Name</u>	<u>Start Date</u>	<u>Location</u>	<u>Position</u>	<u>Notes</u>
Head	Hannah	2/6/2023	CLA	STEAM Teacher	
Leathers	Jennifer	2/21/2023	NF	Resource Teacher	

### Certified Resignations/Retirements/Terminations

<u>Last Name</u>	<u>First Name</u>	<u>Last Day</u>	<u>Location</u>	<u>Position</u>	<u>Tenure Y/N</u>
Shipman	Ranesa	2/6/2023	SC	Principal	N
Earnhart	Tracy	2/17/2023	HG	ESL Teacher	N

### Certified Interims

<u>Last Name</u>	<u>First Name</u>	<u>Interim Dates</u>	<u>Location</u>	<u>Position</u>	<u>Interim For/Replacing</u>
Bosco	Gianna	1/3 - 3/14	DS	Kindergarten Teacher	Teresa McCarthy

### Classified New Hires

<u>Last Name</u>	<u>First Name</u>	<u>Start Date</u>	<u>Location</u>	<u>Position</u>	<u>Notes</u>
James	Rosa	1/20/2023	SC	FT Custodian	PT TO FT
Schenk	Michael	1/23/2023	OCE	FT Lead Custodian	
Watson	Claire	1/24/2023	CLA	EA	
Dancy	Judon	1/24/2023	SHOP	Bus Asst	
Richardson	Kim	1/25/2023	SA	Bookkeeper	SUB TO FT
Contreras	Laura	1/30/2023	MNP	SPED PK EA	
Alsup	Linda	1/30/2023	HG	EA	SUB TO FT
Gooch	Andre	1/30/2023	CLA	FT Lead Custodian	
Burnett	Shirley	2/6/2023	SHOP	Bus Asst	
Poppele	Amy	2/8/2023	OCE	SPED EA	
Mitchell	Linda	2/13/2023	SHOP	Bus Asst	
Kayed	Maysoun	2/13/2023	CLA	SPED EA	SUB TO FT
Ownby	David	2/21/2023	JP	EA	
Stewart	Gaylene	2/22/2023	MNE	SPED EA	
Mustafa	Jwan	2/23/2023	JP	SPED EA	

### Classified Resignations/Retirements/Terminations

<u>Last Name</u>	<u>First Name</u>	<u>Last Day</u>	<u>Location</u>	<u>Position</u>
Inthavong	Alyssa	1/31/2023	CLA	SPED EA
McElhane	James	2/3/2023	SC	EA
Wood	John Carlton	2/6/2023	SHOP	Bus Driver
McKinnie	Deondre	2/7/2023	JP	EA
Reason	Amy	2/7/2023	RR	EA
Harris	Emma	2/16/2023	JP	SPED EA
Campbell	Virginia	2/17/2023	SHOP	Bus Asst
Adams	Bobbie	2/17/2023	JP	SPED EA

## Enrollment Period 5 - 12/15/2022 to 01/30/2023

	K-6 Gen Ed Totals	PS VPK	PS SpEd	PS Peers	CDC	BEST	Deaf Ed	TOTALS
Black Fox	741	39			41			821
Bradley	357							357
Cason Lane	718		22	12	30			782
Discovery	387							387
Erma Siegel	753		15	10	30		6	814
Hobgood	607	78						685
John Pittard	724	39	26	10	27			826
Mitchell-Neilson	548	40	42	12		13		655
Northfield	600	40	13	11	35			699
Overall Creek	955				8			963
Reeves-Rogers	360							360
Salem	966				13			979
Scales	1022				39			1061
								9389

<b>Totals</b>	<b>8738</b>	<b>236</b>	<b>118</b>	<b>55</b>	<b>223</b>	<b>13</b>	<b>6</b>	<b>9389</b>
	K-6 Gen Ed Total	PS VPK	PS SpEd	PS Peers	CDC	BEST	Deaf Ed	

BEP Funded	8738				223	13	6	8980
Non-BEP Funded		236	118	55				409

Total Growth Over Last Year	
End of 2021-2022 -----	<b>9420</b>
Growth from 21-22 to 22-23 ---	<b>-31</b>

K-6 Funded Growth Over Last Year	
End of 2021-2022 -----	<b>8940</b>
Growth from 21-22 to 22-23 ---	<b>40</b>

K-6 Funded Growth by Reporting Period	
Period 5 2021-2022 -----	<b>8957</b>
Growth from 21-22 to 22-23 ---	<b>23</b>

Average Attendance Percentage
94.7%

## PTR Period 5 - 12/15/2022 to 01/30/2023

	Kindergarten			1st Grade			2nd Grade			3rd Grade			Total	Total	K-3 PTR	4th Grade			5th Grade			6th Grade			Total	Total	4-6 PTR	Total K-6
	P	#	PTR	P	#	PTR	P	#	PTR	P	#	PTR	Pupils	Teachers	Ratio	P	#	PTR	P	#	PTR	P	#	PTR	Pupils	Teachers	Ratio	
<b>Black Fox</b>	114	6	19.00	151	8	18.88	102	6	17.00	109	6	18.17	476	26	18.31	103	5	20.60	96	5	19.20	66	4	16.50	265	14	18.93	<b>741</b>
<b>Bradley</b>	63	3	21.00	49	3	16.33	48	3	16.00	60	3	20.00	220	12	18.33	59	3	19.67	45	3	15.00	33	2	16.50	137	8	17.13	<b>357</b>
<b>Cason Lane</b>	137	7	19.57	114	6	19.00	114	6	19.00	98	5	19.60	463	24	19.29	103	5	20.60	106	5	21.20	46	2	23.00	255	12	21.25	<b>718</b>
<b>Discovery</b>	60	3	20.00	60	3	20.00	60	3	20.00	60	3	20.00	240	12	20.00	64	3	21.33	66	3	22.00	17	1	17.00	147	7	21.00	<b>387</b>
<b>Erma Siegel</b>	115	6	19.17	131	7	18.71	121	6	20.17	123	7	17.57	490	26	18.85	116	6	19.33	133	6	22.17	14	1	14.00	263	13	20.23	<b>753</b>
<b>Hobgood</b>	100	5	20.00	95	5	19.00	104	6	17.33	89	5	17.80	388	21	18.48	83	4	20.75	81	4	20.25	55	3	18.33	219	11	19.91	<b>607</b>
<b>John Pittard</b>	107	6	17.83	106	6	17.67	104	6	17.33	117	6	19.50	434	24	18.08	123	6	20.50	122	6	20.33	45	2	22.50	290	14	20.71	<b>724</b>
<b>Mitchell-Neilson</b>	101	6	16.83	69	4	17.25	90	4	22.50	75	5	15.00	335	19	17.63	81	5	16.20	91	5	18.20	41	2	20.50	213	12	17.75	<b>548</b>
<b>Northfield</b>	101	5	20.20	102	6	17.00	88	5	17.60	108	6	18.00	399	22	18.14	108	5	21.60	72	4	18.00	21	1	21.00	201	10	20.10	<b>600</b>
<b>Overall Creek</b>	127	7	18.14	154	8	19.25	154	8	19.25	155	8	19.38	590	31	19.03	158	7	22.57	167	8	20.88	40	2	20.00	365	17	21.47	<b>955</b>
<b>Reeves-Rogers</b>	48	3	16.00	53	3	17.67	70	4	17.50	70	4	17.50	241	14	17.21	63	3	21.00	56	3	18.67				119	6	19.83	<b>360</b>
<b>Salem</b>	155	9	17.22	150	8	18.75	159	8	19.88	160	8	20.00	624	33	18.91	138	7	19.71	150	8	18.75	54	3	18.00	342	18	19.00	<b>966</b>
<b>Scales</b>	158	8	19.75	177	9	19.67	139	7	19.86	172	8	21.50	646	32	20.19	152	7	21.71	157	7	22.43	67	3	22.33	376	17	22.12	<b>1022</b>
<b>Totals by Grade</b>	Kindergarten			1st Grade			2nd Grade			3rd Grade			4th Grade			5th Grade			6th Grade									
	1386	74	18.73	1411	76	18.57	1353	72	18.79	1396	74	18.86	1351	66	20.47	1342	67	20.03	499	26	19.19							<b>8738</b>

Regular Education PTR			Pupils	Teachers	PTR
Kindergarten thru Third Grade	-----		5546	296	18.74
Fourth Grade thru Sixth Grade	-----		3192	159	20.08
<b>District Totals</b>			<b>8738</b>	<b>455</b>	<b>19.20</b>

## TRUANCY 10+ Days - Unexcused Absences

	Period 1	Period 2	Period 3	Period 4	Period 5	Period 6	Period 7	Period 8	Period 9
<b>Black Fox</b>	2	1	4	7	18				
<b>Bradley</b>	2	2	4	7	3				
<b>Cason Lane</b>	7	12	14	31	41				
<b>Discovery</b>					1				
<b>Erma Siegel</b>			3	3	7				
<b>Hobgood</b>		2	9	9	25				
<b>John Pittard</b>	2	9	22	29	28				
<b>Mitchell-Neilson</b>	5	3	11	19	28				
<b>Northfield</b>	2	4	7	12	14				
<b>Overall Creek</b>		1	1	1	2				
<b>Reeves-Rogers</b>			4	6	9				
<b>Salem</b>	6	6	9	18	18				
<b>Scales</b>			3	9	15				
<b>TOTALS</b>	26	40	91	151	209	-	-	-	-

## Chronic Absenteeism = missing 10% or more

	Period 1	Period 2	Period 3	Period 4	Period 5	Period 6	Period 7	Period 8	Period 9
	2+ days	4+ days	6+ days	8+ days	10+ days	12+ days	14+ days	16+ days	18+ days
<b>Black Fox</b>	165	119	123	133	117				
<b>Bradley</b>	94	84	87	76	69				
<b>Cason Lane</b>	210	207	199	180	160				
<b>Discovery</b>	47	35	65	46	35				
<b>Erma Siegel</b>	151	120	112	119	95				
<b>Hobgood</b>	182	156	176	155	137				
<b>John Pittard</b>	153	153	139	139	116				
<b>Mitchell-Neilson</b>	156	121	169	144	131				
<b>Northfield</b>	178	137	156	112	100				
<b>Overall Creek</b>	179	126	132	122	100				
<b>Reeves-Rogers</b>	110	84	80	74	66				
<b>Salem</b>	180	159	155	140	121				
<b>Scales</b>	227	230	231	225	206				
	2032	1731	1824	1665	1453	-	-	-	-



## Murfreesboro City Schools Summer School 2023

Murfreesboro City Schools will be offering summer school during the month of June. Seats will be limited. Students that score below the 50% on the Aimsweb benchmark will be given priority and 3rd grade students due to the new retention law requirements.

Breakfast and lunch will be provided and transportation will be available. ESP will be available through the ESP program. Please visit [cityschoolsesp.net](http://cityschoolsesp.net) for tuition rates and registration.

**Dates: June 5th - 30th**  
**Time: 7:30 a.m. - 12:30 p.m.**  
**Summer school sites are below.**

Bradley - serving Bradley and Mitchell-Neilson

Black Fox - serving Black Fox and Hobgood

Cason Lane - serving Cason Lane, Scales, and Overall Creek

Discovery - serving Discovery, Salem, and Northfield

John Pittard - serving John Pittard, Reeves-Rogers, and Erma Siegel

**Please use the QR code to complete the summer school registration or visit  
[bit.ly/MCSsummerschool2023](http://bit.ly/MCSsummerschool2023) by March 24.**



**Murfreesboro**  
*City Schools*

For more information, contact the MCS  
Instruction Dept at 615.893.2313.