

**Cleveland City Schools**  
**Board of Education Regular Meeting**  
June 2, 2022 12:00 PM  
Administrative Office Building, Board Room



Attendance Taken at 1:00 PM.

Mr. Tom Cloud: Present  
Mr. Charlie Cogdill: Present  
Ms. Carolyn Ingram: Absent  
Ms. Krista McKay: Present  
Mrs. Peggy Pesterfield: Present  
Ms. Dawn Robinson: Present  
Mr. Nate Tucker: Present

Carolyn Ingram left the meeting after the Diversity Plan presentation  
Attendance Update Taken at 12:00 PM.

Ms. Carolyn Ingram: Present

1. **Welcome/Moment of Silence**

Mrs. Robinson welcomed everyone to the meeting.

Mrs. Carolyn Ingram led us through a prayer.

2. **Pledge of Allegiance**

3. **\*Consent Agenda**

Motion to approve the consent agenda passed with a motion by Mr. Tom Cloud and a second by Mrs. Peggy Pesterfield.

Mr. Tom Cloud: Yes  
Mr. Charlie Cogdill: Yes  
Ms. Carolyn Ingram: Yes  
Ms. Krista McKay: Yes  
Mrs. Peggy Pesterfield: Yes  
Ms. Dawn Robinson: Yes  
Mr. Nate Tucker: Yes

Yes: 7, No: 0

3.A. **\*Approval of Regular Agenda**

3.B. **\*Approval of Minutes from May 4, 2022 Board Meeting**

3.C. **\*Approval of Overnight Field Trips;  
Trip Number 881, 882 and 933**

Motion to approve overnight trips passed with a motion by Mr. Charlie Cogdill and a second by Mrs. Peggy Pesterfield.

Mr. Tom Cloud: Yes  
Mr. Charlie Cogdill: Yes  
Ms. Carolyn Ingram: Yes  
Ms. Krista McKay: Yes  
Mrs. Peggy Pesterfield: Yes  
Ms. Dawn Robinson: Yes  
Mr. Nate Tucker: Yes

Yes: 7, No: 0

**3.D. \*Approval of Second Reading of Policies;**

**6.302, 6.402, 6.403, 6.404, 6.405, 6.410, 6.500, 6.501, 6.502, 6.503, 6.504, 6.602, 6.604, 6.702, 6.704, 6.707, 6.709, 6.710, and 1.103**

Policy 1.103 was removed from the consent agenda at the request of Krista McCay. The Chairman added it to the regular agenda after the Director's Update.

Board made motion to remove line B from policy 1.103 passed with a motion by Mr. Nate Tucker and a second by Ms. Carolyn Ingram.

Mr. Tom Cloud: Yes  
Mr. Charlie Cogdill: Yes  
Ms. Carolyn Ingram: Yes  
Ms. Krista McKay: Yes  
Mrs. Peggy Pesterfield: Yes  
Ms. Dawn Robinson: Yes  
Mr. Nate Tucker: Yes

Yes: 7, No: 0

**3.E. \*Approval of consolidated plan**

**3.F. \*Child Nutrition Program Food/Supply Bid**

**3.G. \*Approval of DHA Committee**

**3.H. \*Surplus Items for GovDeals.com**

A list of items that Hal Taylor and his team have determined we can release.

**3.I. \*Approval of Updated 2022-2023 CHS Fees**

CHS fees will remain the same for the 22-23 school year.

#### 4. Regular Agenda

##### 4.A. Director's Update - Speaker: Russell Dyer

Dr. Dyer gave his presentation to include the end of school year activities with school visits. He expressed his appreciation of students, staff and parents for a great year. Summer school at CHA. Summer Camps take place at Mayfield, Ross, Arnold and Cleveland Middle School. Elementary and secondary teachers are participating in literacy training for professional development, hiring staff, convocation planning.

##### 4.B. Policy 1.103

Krista McKay referred to the minutes of the May meeting where the board voted to remove line B. Since it was still showing on the policy for the second reading she wanted to be sure it was removed. The corrected policy was approved with a motion by Krista McKay and a second by Carolyn Ingram.

Motion to approve changes to policy 1.103 passed with a motion by Ms. Krista McKay and a second by Ms. Carolyn Ingram.

Mr. Tom Cloud:	Yes
Mr. Charlie Cogdill:	Yes
Ms. Carolyn Ingram:	Yes
Ms. Krista McKay:	Yes
Mrs. Peggy Pesterfield:	Yes
Ms. Dawn Robinson:	Yes
Mr. Nate Tucker:	Yes

Yes: 7, No: 0

##### 4.C. Spotlight

**-STEM (Blythe-Bower & CMS)**

**-Capturing Kids' Hearts (CMS, CHS, Stuart)**

Each school representative gave a presentation on their respective program.

##### 4.D. \*Communications Audit

Dr. Dyer would like to recommend we proceed with the company NSPRA (National Schools Public Relations), to conduct a communications audit throughout the Cleveland City Schools system. This will take place in 4 phases, during its 16-17 week timeline and with an investment of \$20,350.

Dr. Dyer recommended we proceed with NSPRA company for communication audit. passed with a motion by Mr. Nate Tucker and a second by Mrs. Peggy Pesterfield.

Mr. Tom Cloud:	Yes
Mr. Charlie Cogdill:	Yes
Ms. Carolyn Ingram:	Yes
Ms. Krista McKay:	Yes
Mrs. Peggy Pesterfield:	Yes
Ms. Dawn Robinson:	Yes
Mr. Nate Tucker:	Yes

Yes: 7, No: 0

**4.E. \* Diversity Strategic Plan Update**

Mr. Kiser gave a presentation on how Cleveland City Schools continues to improve and how CCS is growing, including data to show improvement in diversity numbers from the 2021-22 school year until May 30, 2022.

Mr. Kiser asked the board for approval to change the wording in the Diversity Competent Statement.

Motion to change wording of Diversity Component in Strategic Plan to read "Provide a diverse, high quality staff across our district" passed with a motion by Ms. Carolyn Ingram and a second by Mr. Charlie Cogdill.

Mr. Tom Cloud:	Yes
Mr. Charlie Cogdill:	Yes
Ms. Carolyn Ingram:	Yes
Ms. Krista McKay:	Yes
Mrs. Peggy Pesterfield:	Yes
Ms. Dawn Robinson:	Yes
Mr. Nate Tucker:	Yes

Yes: 7, No: 0

**4.F. \*First Reading of Policies;**

**6.306, 6.705**

Policy 6.306, 6.705

Motion to approve first reading of policy 6.306 """" and of policy 6.705 adding Director or Designee and removal of line 10-11. passed with a motion by Mr. Tom Cloud and a second by Mrs. Peggy Pesterfield.

Mr. Tom Cloud:	Yes
Mr. Charlie Cogdill:	Yes
Ms. Krista McKay:	Yes
Mrs. Peggy Pesterfield:	Yes
Ms. Dawn Robinson:	Yes
Mr. Nate Tucker:	Yes

Yes: 6, No: 0

**4.G. Strategic Plan Focus**

**Cody Raper- BLADE/ Innovation Department** Dr. Cody Raper  
Dr. Cody Raper updated the board on the current technology being used with a slide presentation. He also introduced a new member of his technology department, Mr. Tim Davis.

**4.H. Site Committee** - Speaker: Charlie Cogdill

Charlie Cogdill and Hal Taylor updated the board on the current construction projects at the Administration Office Building and the construction pattern changes for entry to Cleveland Middle School. They stated that work had begun on the girls' locker room at the wrestling center, and the footings would be poured next week. The track project has also begun but rain has delayed things for a few days.

Chairman Robinson appointed Krista McCay, who currently serves on the site committee, as Vice-Chairman on the site committee.

**5. "B" Agenda**

**5.A. Financial Report**

**5.B. Personnel Report**

**5.C. 2022-2023 BOE Meeting Dates**

**5.D. School Highlights**

**Blythe-Bower**  
**Mayfield**  
**CMS**

Presentation from schools with highlights from May 2022 inside their respective schools.

**5.E. Dates to Remember**

**Summer Law Institute-July 22-23**  
**Southeast Fall District Meeting- September 15**

**6. Adjourn**

With no other business, Chairman Robinson adjourned the meeting by general consent.

## Board of Education Regular Meeting

Wednesday, May 4, 2022 2:00 PM

F. I. Denning Center of Technology and Careers, 4300 Mouse Creek NW,  
Cleveland, TN 37312

Mr. Tom Cloud:	Present
Mr. Charlie Cogdill:	Present
Ms. Carolyn Ingram:	Present
Ms. Krista McKay:	Present
Ms. Peggy Pesterfield:	Present
Ms. Dawn Robinson:	Present
Mr. Nate Tucker:	Present

### 1. **Welcome/Moment of Silence**

**Discussion:** Mrs. Robinson welcomed everyone to our meeting. Ms. Leah Hargis led us in a moment of silence.

### 2. **Pledge of Allegiance**

**Discussion:** Ms. Leah Hargis led us in the pledge of allegiance.

### 3. **\*Consent Agenda**

#### **Action(s):**

Motion to approve the consent agenda Passed with a motion by Ms. Krista McKay and a second by Mr. Tom Cloud.

#### **Voting Detail:**

Mr. Tom Cloud:	Yes
Mr. Charlie Cogdill:	Yes
Ms. Carolyn Ingram:	Yes
Ms. Krista McKay:	Yes
Ms. Peggy Pesterfield:	Yes
Ms. Dawn Robinson:	Yes
Mr. Nate Tucker:	Yes

**Voting Summary:** Yes: 7, No: 0

#### 3.A. \*Approval of Regular Agenda

##### **Discussion:**

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#### 3.B. \*Approval of Minutes from April 4, 2022 Board Meeting

#### 3.C. \*Approval of April 21, 2022 Special Called Meeting Minutes

#### 3.D. \*Approval of Overnight Field Trips. #901

#### 3.E. \*Approval of Second Reading of Policies. #1.806, #3.206, #6.201, and #6.204

#### 3.F. \*Approval of 2021-2022 General Fund Budget Amendment No. 2

4. Regular Agenda

4.A. Director's Update

**Discussion:** Dr. Dyer states Sunday, May 1 was principal appreciation day and this week May 2-6 is teacher appreciation week. He is very proud and appreciate of our staff. We had our CTE Celebration this past. It is graduation time! The TOSS Legislative update session is set for May 16. May 20 is the last day of school. Our new CHS student representative has been named: Aarna Patel.

**Speaker (s) :** -  
Speaker: Russell Dyer

4.B. Spotlight

**Discussion:** Mrs. Carolyn Ingram presents the Board of Distinction plaque to our Board. Carolyn is on the State Board of Directors and she is responsible to giving Boards this distinction.

Dr. Dyer introduced Andrea McMackin as the new Executive Administrative Assistant to the Director of Schools and Board of Education. Dr. Joel Barnes has been named as the new principal of Blythe-Bower Elementary School. Kim Bradford has been named as the new principal of George R. Stuart Elementary School. Kerry O'Connor has been named as the principal of Donald P. Yates Primary School.

4.C. \*Approval of 2022-2023 Budget

2022-2023 is the last year for BEP funding. TISA will begin 2023-2024

**Action(s) :**

Motion to approved the 2022-2023 budget Passed with a motion by Ms. Carolyn Ingram and a second by Mr. Charlie Cogdill.

**Voting Detail:**

Mr. Tom Cloud:	Yes
Mr. Charlie Cogdill:	Yes
Ms. Carolyn Ingram:	Yes
Ms. Krista McKay:	Yes
Ms. Peggy Pesterfield:	Yes
Ms. Dawn Robinson:	Yes
Mr. Nate Tucker:	Yes

**Voting Summary:** Yes: 7, No: 0

**Discussion:** Dr. Dyer presents the Budget overview. The Basic Education Program will phase out this year after 30+ years. The Tennessee Investment in Student Achievement will be our new funding mechanism from the state starting in the

2023-2024 school year. As stated by TDOE, the goals of TISA are to do the following: Empower each student to read proficiently by third grade. Prepare each high school graduate to succeed in the postsecondary program or career of the graduate's choice. Provide each student with the resources needed to succeed, regardless of the student's individual circumstances. We do expect to see an increase in state funding as a result of TISA. That total amount is fully known at this time.

Our goals for the coming year are tied to our strategic goals: Math-Analyze and approve new math curriculum, purchase K-12 math curriculum. STEM - continue STEM instruction throughout each school; offer STEM family events at all schools and provide STEAM camps; Tango flights; CAPS. English Language Arts - Continue professional development and implementation of adopted curriculum. Tutoring and Credit Recovery - Raiders XD: K-8 tutoring and HS credit recovery programs. Life Skills - Capturing Kids' Hearts, Social Workers, Behavior Support Team. Interventions- After-school and summer programs; response to intervention and special education.

Employees: 3.5% raise and step increase for all eligible employees (\$1,643,391). Teacher Assistants will see an increase of 1 to 3 towards the starting pay of \$15 per hour and adjustments to other parts of the pay scale (\$124,990). School Level Administrative Assistants will increase to a starting salary of \$15 per hour and adjustments to other parts of the pay scale (\$43,509). School Interventionists will see longevity pay adjustments added (\$2,153). Substitute teachers' pay is being increased (Certified - \$100 PD; 4 year degree - \$90 PD; Others - \$85 PD)

Requested Supports. Behavior and life skills Support: Behavior and life skills specialist (moving this position from grant funded to the general budget). Hiring a new school psychologist to assist school teams with mental health and other support. Learning Support interventions will be budgeted through federal Title 1/11 funds. Special education behavior support interventionists will be budgeted through federal ESSER funds. Behavior class teacher and assistant will be budgeted through federal ESSER funds. Social workers will continue to be budgeted through federal ESSER funds. Additional ESL teachers to meet increasing demand. Two additional teachers to be utilized as needed. Blythe-Bower Elementary Operations coordinator. A communications specialist will be added to

assist with school and system wide communications efforts.

Dr. Dyer discusses the 2022-2023 expenditures summary pie chart.

Revenues: The increase BEP (\$1,418,000 (based on April estimate). Increase Sales Tax 7% = \$482,773. Increase property tax 3%=199,411. Total Revenues=\$54,893,073. Use of Fund Balance = \$412,582. Total Available Funds = \$55,305,655.

The budget will not be on the website until the city approves this budget.

The board asks who would not be an eligible employee to receive the step increase? Interventionists and any employee who has reached the top of the step schedule.

#### 4.D. \*Tenure

**Action(s) :**

Motion to approve tenure teachers Passed with a motion by Mr. Tom Cloud and a second by Ms. Peggy Pesterfield.

**Voting Detail:**

Mr. Tom Cloud: Yes

Mr. Charlie Cogdill: Yes

Ms. Carolyn Ingram: Yes

Ms. Krista McKay: Yes

Ms. Peggy Pesterfield: Yes

Ms. Dawn Robinson: Yes

Mr. Nate Tucker: Yes

**Voting Summary:** Yes: 7, No: 0

**Discussion:** Dr. Dyer takes a moment to present Ms. Aarna Patel to the board. She was not able to be at the beginning of the meeting. She is excited to see how she can contribute to the board.

Mr. Kelly Kiser presents the CCS Tenure Eligible Teachers for May 2022. Angie Collins -CCCE. Ali Creel - CMS, Angela Denton-Arnold, Kristen Early - BB, Rhonda Ferguson - CHS, Will Godwin - CHS, Kristin Gowin - Stuart, Cara Kirksey - CMS, Danielle Jones - Stuart, Cana Kirksey- CMS, Katherine Levert - Mayfield, Jake Moats - CMS, Casey O'Connor - CMS, Latishua Scurlock - CHS, Angela Wright - CMS. To be able to qualify for this position, they have demonstrated an overall effectiveness level of above expectations (4) or significantly above expectations (5) during the last two years of their probationary period. The

probationary period is 5 school years or not less than 45 months.

4.E. \*First Reading of Policies. Policies: 6.403, 6.405, 6.504, 6.602, 6.604, 6.704, 6.710, 6.302, 6.402, 6.404, 6.410, 6.500, 6.502, 6.503, 6.702, 6.705, 6.707, 6.709, 6.501, and 1.103.

**Action(s):**

Motion to approve the first reading of policy 1.103 after deleting line (b) Passed with a motion by Ms. Dawn Robinson and a second by Ms. Krista McKay.

**Voting Detail:**

Mr. Tom Cloud: Yes

Mr. Charlie Cogdill: Yes

Ms. Carolyn Ingram: Yes

Ms. Krista McKay: Yes

Ms. Peggy Pesterfield: Yes

Ms. Dawn Robinson: Yes

Mr. Nate Tucker: Yes

**Voting Summary:** Yes: 7, No: 0

**Discussion:** Mr. Nate Tucker states policies 6.403, 6.405, 6.504, 6.602, 6.604, 6.704, and 6.710 only changed the date. Policies 6.302, 6.402, 6.404, 6.410, 6.500, 6.502, 6.503, 6.702, 6.705, 6.707, and 6.709 were reviewed for wording updates. Full deletion of policy 6.501.

Policy 1.103 is a new policy. The board would make the motion to take line (b). "evaluation shall be at a scheduled time with no other items on the agenda and with all board members present" out of the policy.

Policy 6.500 on line #9 add "or designee" after Director of schools. Policy 6.402 last line add "or designee" after Director of schools.

Policy 6.705. The board would like this policy to have a broader statement that would be followed up with a procedure set by the administration on how often parties could be held at the schools. The Board ask for Policy 6.705 to be pulled from first reading approval and be brought back at the June meeting.

4.F. Develop a Communication Strategic Plan

**Discussion:** Dr. Dyer contacted 3 firms and they are not taking new clients. We are in contact with NSPRA and Apptegy to get quotes. When we have more information from these companies we will report back in June.

#### 4.G. Strategic Plan Focus

-Child Nutrition

**Speaker (s):** Kathy Barry

**Discussion:** Mrs. Kathy Barry presents the Strategic Plan Update for School Nutrition. The first action step is providing an efficient and effective nutrition program to support success in and out of the classroom. Since the beginning of August, school nutrition has been provided at no cost to the students: 428, 128 breakfasts and 597,244 lunches. In our after-school supper program: We have provided 21,547 meals since October 2021. Our fresh fruit and vegetable program has provided fruits and vegetables 3x a week at Candy's Creek, Blythe-Bower, and Arnold Elementary. We have reapplied for this program for next year. The next step is to initiate school nutrition student, faculty, and community satisfaction surveys. School nutrition surveys can help boost participation and sales, as well as decrease food waste. We plan to conduct surveys in SY 22-23, offering them on paper and via a link on the school website in English and Spanish. We will offer separate surveys for parents and students. We want to continue getting student feedback. We are discussing the possibility of obtaining student feedback in other ways: offering sampling stations to allow students to try new things and get immediate feedback. The cafeteria managers and staff will continue to regularly check in with students on their opinions of the food items offered. Student Interaction and Participation. Each cafeteria manager will continue to encourage participation and interaction with students by: offering themed meals/treats fo holidays and special events. Celebrating birthdays with a treat one day each month that celebrates all the birthdays in that month. Bringing their cafeterias to life with themed decorations and props to encourage students to participate in breakfast and lunch and have conversations about the foods being served. Please follow school nutrition on twitter @CCS\_SNProgram.

#### 4.H. \*Approval of Bus #64 Donation

**Action(s):**

Motion to approve donating bus #64 to the Cleveland Police Department Passed with a motion by Mr. Tom Cloud and a second by Ms. Peggy Pesterfield.

**Voting Detail:**

Mr. Tom Cloud: Yes  
Mr. Charlie Cogdill: Yes

Ms. Carolyn Ingram: Yes  
Ms. Krista McKay: Yes  
Ms. Peggy  
Pesterfield: Yes  
Ms. Dawn Robinson: Yes  
Mr. Nate Tucker: Yes

**Voting Summary:** Yes: 7, No: 0

**Discussion:** Mr. Hal Taylor discusses Bus #64, which is a special needs bus with a lift. The police department needs something to transport their bomb squad device and have approached the school system about acquiring the bus since we will not legally be allowed to use the bus after this school year. Mr. Taylor would like for CCS to donate bus #64 to the police department. Mr. Taylor states the most we could get from this bus is around \$1,000-\$1,500 if we were to sell it.

#### 4.I. Student Representative's Update

**Speaker(s):** -

**Discussion:** Dr. Dyer presents Ms. Leah Hargis with a medal, certificate, and check since this will be her last meeting. The board thanks her for her service.

Speaker: Leah Hargis

Leah gives us news from Raider Drive.:

We are excited to say that Dr. Eric Garner has been named the new assistant principal. He will focus on 10th grade, math and curriculum.

#### Sports

We have 9 seniors that will be signing their letters of intent tomorrow, May 5 at 3:00 pm in the CHS Arena lobby to continue their athletic careers at the collegiate level. The sports Football, Boys Soccer, Girls Basketball, Volleyball, Wrestling and Cheer. Free sports physicals on May 20 @ 1:00 pm in Raider Arena. District play for baseball starts tonight in McMinn county. We play at 8. District play for softball starts Friday at CHS. After Friday all games will be at Ooltewah. Our girls overall record is 15-13 and 8-4 in the district. We are second in the district. Boys Soccer - District play starts Friday at McMinn county. Track - Next Tuesday they will travel to Cookeville for sectionals. Tennis - Friday their district tournament will begin at the Champions Club. Football has started their spring practices.

The theater department put on their spring musical "FREAKY FRIDAY" and had an almost completely packed house several nights. We're very proud of the success of our fine arts and the growing fan base.

Summer Camps on campus

Lady Raider Basketball Camp - May 25-27 from 9-1 in Raider Arena. Email Tony Williams with any questions. twilliams@clevelandschools.org. Soccer coed camp - May 31- June 3 9-12 @ the Mouse Creek Complex. Email Miles Christian with any questions. mchristian@clevelandschools.org. Softball Camp - July 25-29 @ the softball field from 4-7. Email KJ Harris with any questions. kjharris@clevelandschools.org

We had several students participate in the special Olympics held at CMS. Our students enjoyed showing off their talents. Special services hosted a kickball game. The game was between Lee University's softball team and our softball team as well as our special service students. CHS won!

We had interviews for the new school board representative, Ms. Aarna Patel was selected.

Senior Stuff

Senior walk was last Friday. Everyone had a great time going back to their elementary school. Like I said, tomorrow at 3 we have 9 athletes signing their intent to further their athletic careers in college. Senior awards are tomorrow night at North Cleveland Church of God starting at 6:00 pm. Prom is this Saturday. The theme is Cleve-vegas. It will be the at 5 point Museum center. Baccalaureate is Sunday at Peerless Road Church starting at 4:00 pm. Senior exams are May 9-10. The SGA senior party is May 11 at CHS. Graduation on May 13th.

It's been very busy on campus with EOC and AP testing.

Students have been selecting courses for next year. The 8th graders come over on May 17th for a tour. Our leadership students will be showing them around campus.

4.J. \*Site Committee

- Ross/Yates Playground
- CMS entrance

**Action(s) :**

Motion to approve the Ross/Yates Playground additions Passed with a motion by Ms. Krista McKay and a second by Ms. Carolyn Ingram.

**Voting Detail:**

Mr. Tom Cloud:	Yes
Mr. Charlie Cogdill:	Yes
Ms. Carolyn Ingram:	Yes
Ms. Krista McKay:	Yes
Ms. Peggy Pesterfield:	Yes
Ms. Dawn Robinson:	Yes
Mr. Nate Tucker:	Yes

**Voting Summary:** Yes: 7, No: 0

Motion to approve the CMS entrance construction  
Passed with a motion by Mr. Nate Tucker and a  
second by Mr. Charlie Cogdill.

**Voting Detail:**

Mr. Tom Cloud: Yes

Mr. Charlie Cogdill: Yes

Ms. Carolyn Ingram: Yes

Ms. Krista McKay: Yes

Ms. Peggy  
Pesterfield: Yes

Ms. Dawn Robinson: Yes

Mr. Nate Tucker: Yes

**Voting Summary:** Yes: 7, No: 0

**Discussion:** Mr. Hal Taylor discusses the  
Ross/Yates playground that they would like to  
install. Ross would be paid with local  
fundraising and remaining CARES act funds not to  
exceed \$23,000. Yates would be paid with local  
fundraising and remaining CARES act funds not to  
exceed \$20,000. \$3,000 will be for adaptive  
playground equipment paid by a grant.

Mr. Hal Taylor met with the contractors and TDOT  
about the construction at CMS. They will need to  
shut down the main entrance at CMS for 6-8 weeks  
during the summer. They are proposing adding a  
temporary drive on the north end of the property  
that will connect to the parking lot. TDOT will  
be responsible for the addition and deletion of  
the drive.

5. **"B" Agenda**

5.A. Financial Report

5.B. Personnel Report

5.C. School Highlights

5.D. Dates to Remember

**Discussion:** -Mrs. Robinson adjourns by general  
consent.

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Board Secretary

Fields preceded with \* are required fields. These will be highlighted in yellow if they are not populated.

## Travel Request Form

Welcome to Cleveland City Schools Travel Tracker, your one-stop travel center. Within this software, you can submit student field trip requests, reserve a school bus for a field trip or athletic event, and reserve a van for staff travel. If you have any questions or comments please email Valerie Mack at [vmack@clevelandschools.org](mailto:vmack@clevelandschools.org) or call 472-9576.

Field Trips & Off-Campus Excursions Administrative Procedure 4.302.1  
May 2019 7

### Transportation Guidelines for Field Trips

Cleveland City Schools are responsible First to the daily transporting of students to and from school. Bus schedules and routes will not be adjusted to accommodate field trips.

1. Field trip transportation request must be made no later than two weeks before the field trip. Once a field trip has been assigned to a driver, the trip will be activated in the digital approval system and a notification will be sent to the teacher/sponsor.
2. School buses used for field trips will be limited to a radius of 50 miles on a school day, 100 miles on weekends, and 150 miles for school sanctioned athletic events and competitions. Exceptions are made at the discretion of the Director of Schools.
3. The cost associated with using a school bus for a field trip is \$1.25 per mile and \$17.94 per hour for the driver. There will be an additional \$100.00 per day "On Call" fee for weekends and holidays.
4. If a field trip is cancelled once the driver has been assigned, a minimum of 2 hours pay will be billed to the school or program responsible for the field trip.
5. In addition to the driver's hourly rate, an additional \$35.00 fee will be applied to any field trip in which trash and dirt are left on the bus.
6. Buses used for field trips during school hours can be scheduled to pick up students starting at 8:40 AM and must be unloaded by 1:45 PM so the bus and driver can be back to the bus barn by 2:00 PM. Buses have to be inspected and fueled before their afternoon route.
7. In all cases of field trips occurring beyond the regular school day hours, provisions must be made for the driver to have a comfortable area to rest, access to restroom facilities and access to refreshments. Most major attractions have a driver's facility.
8. Field trips requiring a driver to be available for more than 10 hours may require that the driver be provided an approved hotel room in addition to the hourly rate. If the field trip is to an attraction like Dollywood, the driver may have their admission provided instead of a hotel room. This guideline will depend upon the situation and itinerary. The Director of Operations will implement this procedure based on the circumstances of the individual trip, to satisfy CDL laws.
9. The driver and leader of the field trip are responsible to maintain constant communications with one another through either their cell phones or radios in the event of a sudden change in plans, inclement weather, or an emergency.
10. Supervision of students while on field trips will follow a recommended ratio of no less than one chaperone per 15 students (K-8) and one chaperone per 20 students (9-12). Bus drivers are not to be considered a supervisory staff member.
11. Students and chaperones must cooperate with the driver.

Field Trips & Off-Campus Excursions Administrative Procedure 4.302.1  
May 2019 8

12. All other bus rules and regulations for daily transportation services apply to field trips.
13. Your bus driver is not permitted to proceed with the trip until a bus roster of students has been presented for the driver's paperwork. The roster must include the student's name, address, date of birth, and emergency contact number.
14. Any and all changes in the field trip itinerary must be approved by the Principal and the Operations Department prior to the trip as the bus driver will not be allowed to deviate from the approved itinerary.

### Charter Buses

An updated list of charter buses will be kept on file at the Operations Department Office. Teachers/sponsors are responsible to verify the approved charter bus before scheduling a trip with vehicles owned by an agency other than Cleveland City Schools.

Field Trips & Off-Campus Excursions Administrative Procedure 4.302.1  
May 2019 9

### Field Trip Bus Transportation Procedures

The Cleveland City Schools Transportation Department's primary responsibility is the daily transportation of students to and from school. Bus schedules and routes will not be adjusted to accommodate field trips.

### Transportation Department Contacts

Hal Taylor, Director of Operations: (716-7119)

Scotty Dye, Operation Supervisor: (593-2864)

Valerie Mack, Assistant Manager of Transportation: (593-2867)

\*After hours emergency or cancellation: (593-2867)

\*After hours emergency or equipment: (716-7119) or (593-2864)

### Field Trip Request Procedure

The School Administrator (SA) receives, reviews and approves the field trip request from the teacher/coach. The SA submits the approved request to the District Designee who forwards the approved trip to the Transportation Department. Field trip transportation requests MUST be received no later than two weeks before the field trip. The Operations Department will acknowledge receipt of your request when it arrives. Once a field trip has been assigned to a driver, a confirmation will be sent back to the individual that submitted the field trip request.

School buses used for field trips will be limited to a radius of 50 miles on a school day, 100 miles on weekends, and 150 miles for school sanctioned athletic events and competitions. Exceptions are made at the discretion of the Director of Schools.

### Field Trip Hours

School Days: 8:40 a.m. to 1:45 p.m. Exceptions may apply. Weekends & Holiday: No time table. If request is on a Holiday, contact the Operations Department for possible rate increase.

**Field Trip Rates**

Field Trip rates are based on mileage, driver hours, and conditions of the bus when the trip is completed. Mileage is recorded from the moment the bus leaves the Transportation Facility until the bus returns to the Transportation Facility. Mileage is calculated at \$1.25 per mile and \$17.94 per hour. There will be an additional \$100 per day "On Call" fee for weekends and holidays. Transportation will bill the Trip Sponsor for the driver/mileage/bus/damage after the trip is completed. This will be done on a monthly basis.

Trip Number **881**

\* Category Travel With Students

\* Type of Trip Athletic

\* Athletic Event (you may check more than one)

Basketball - Girls - Varsity

Basketball - Girls JV

**Trip Leave**

\* Date 6/13/22 **Monday**

\* Time 7:00 AM

**Trip Return**

\* Date 6/14/22 **Tuesday**

\* Time 10:00 PM

**Trip Year/Week** 2022-25

**Buses are not available before 4:30 PM and must be returned by 12:00 AM.**

\* Is this an overnight trip? Yes

Is this an overnight trip? Additional Information

\* Please list all chaperones for this overnight trip including non-staff. Tony Williams  
Dawn Barger

\* Indicate cost per person and how the trip is being funded (parent or district?) \$50  
We will be using our little kids camp profit to help offset cost for team camp.

**Comments**

\* Your School/Dept ⓘ 020 Cleveland High School  
850 Raider Drive, Cleveland, TN 37312

\* Main Destination ⓘ Other (Type Below)  
White Pine, TN, USA

Destination Not Listed White Pine, TN, USA \* **Destination Name** Lakeway Christian School

**Stops on the way:** School (Place to Stay Overnight): 3720 Roy Messer Highway, White Pine, TN, USA

\* Approximate Nbr of Miles Round Trip

\* **Funding Source #1** School Budget Code 612

Funding Source  
Desc

Budget Code  
Desc

Funding Approver

\* Teacher / Advisor / Staff Name Dawn Barger  
\* Teacher / Advisor / Staff Phone # 4234781113  
Teacher / Advisor / Staff Email dibarger@clevelandschools.org

**Note: This email will receive the requester emails if different from requester**

Emergency Contact Info  **Same as Teacher / Advisor / Staff**

\* Emergency Contact Name Dawn Barger  
\* Emergency Contact Phone # 4234781113

### Number of Individuals Making Trip

* Male Adult/Chaperone	1	* Female Adult/Chaperone	1	Total Adult/Chaperone	2
* Male Students	0	* Female Students	25	Total Students	25

### Additional Information

\* Will you be using external transportation-Does NOT include charters-- (includes plane, rental van, personal vehicle or walking)? Yes

\* Please indicate mode of travel instead of, or in addition to, the reserved vehicle(s). Please include details of trip, including itineraries. If using a Charter company please do not indicate that in this section. Use the next section to reserve the vehicle.

Parents will be transporting students on this trip

### Vehicles Needed

\* Do you need a school bus, staff van or charter bus? No

Person Submitting Request dibarger@clevelandschools.org

Date Submitted

### Level 01 Approval - Location Approval

Comment

Decision Approved

Name aobryan@clevelandschools.org

Decision Date Apr 4, 2022, 2:25:04 PM

### Level 07 Approval - Overnight Trip Approval

Comment

Decision Approved

Name jelliott@clevelandschools.org

Decision Date Apr 5, 2022, 3:51:01 PM

### Level 09 Approval - Transportation Approval

Comment Parents will be transporting students on this trip

Decision	Approved
Name	vmack@clevelandschools.org
Decision Date	May 11, 2022, 10:14:51 AM

### **Level 10 Approval - School Board Approval**

Comment	
Decision	
Designated Approver	amcmackin@clevelandschools.org
Name	
Decision Date	

Fields preceded with \* are required fields. These will be highlighted in yellow if they are not populated.

## Travel Request Form

Welcome to Cleveland City Schools Travel Tracker, your one-stop travel center. Within this software, you can submit student field trip requests, reserve a school bus for a field trip or athletic event, and reserve a van for staff travel. If you have any questions or comments please email Valerie Mack at [vmack@clevelandschools.org](mailto:vmack@clevelandschools.org) or call 472-9576.

Field Trips & Off-Campus Excursions Administrative Procedure 4.302.1

May 2019 7

Transportation Guidelines for Field Trips

Cleveland City Schools are responsible First to the daily transporting of students to and from school. Bus schedules and routes will not be adjusted to accommodate field trips.

1. Field trip transportation request must be made no later than two weeks before the field trip. Once a field trip has been assigned to a driver, the trip will be activated in the digital approval system and a notification will be sent to the teacher/sponsor.

2. School buses used for field trips will be limited to a radius of 50 miles on a school day, 100 miles on weekends, and 150 miles for school sanctioned athletic events and competitions. Exceptions are made at the discretion of the Director of Schools.

3. The cost associated with using a school bus for a field trip is \$1.25 per mile and \$17.94 per hour for the driver. There will be an additional \$100.00 per day "On Call" fee for weekends and holidays.

4. If a field trip is cancelled once the driver has been assigned, a minimum of 2 hours pay will be billed to the school or program responsible for the field trip.

5. In addition to the driver's hourly rate, an additional \$35.00 fee will be applied to any field trip in which trash and dirt are left on the bus.

6. Buses used for field trips during school hours can be scheduled to pick up students starting at 8:40 AM and must be unloaded by 1:45 PM so the bus and driver can be back to the bus barn by 2:00 PM. Buses have to be inspected and fueled before their afternoon route.

7. In all cases of field trips occurring beyond the regular school day hours, provisions must be made for the driver to have a comfortable area to rest, access to restroom facilities and access to refreshments. Most major attractions have a driver's facility.

8. Field trips requiring a driver to be available for more than 10 hours may require that the driver be provided an approved hotel room in addition to the hourly rate. If the field trip is to an attraction like Dollywood, the driver may have their admission provided instead of a hotel room. This guideline will depend upon the situation and itinerary. The Director of Operations will implement this procedure based on the circumstances of the individual trip, to satisfy CDL laws.

9. The driver and leader of the field trip are responsible to maintain constant communications with one another through either their cell phones or radios in the event of a sudden change in plans, inclement weather, or an emergency.

10. Supervision of students while on field trips will follow a recommended ratio of no less than one chaperone per 15 students (K-8) and one chaperone per 20 students (9-12). Bus drivers are not to be considered a supervisory staff member.

11. Students and chaperones must cooperate with the driver.

Field Trips & Off-Campus Excursions Administrative Procedure 4.302.1

May 2019 8

12. All other bus rules and regulations for daily transportation services apply to field trips.

13. Your bus driver is not permitted to proceed with the trip until a bus roster of students has been presented for the driver's paperwork. The roster must include the student's name, address, date of birth, and emergency contact number.

14. Any and all changes in the field trip itinerary must be approved by the Principal and the Operations Department prior to the trip as the bus driver will not be allowed to deviate from the approved itinerary.

Charter Buses

An updated list of charter buses will be kept on file at the Operations Department Office. Teachers/sponsors are responsible to verify the approved charter bus before scheduling a trip with vehicles owned by an agency other than Cleveland City Schools.

Field Trips & Off-Campus Excursions Administrative Procedure 4.302.1

May 2019 9

Field Trip Bus Transportation Procedures

The Cleveland City Schools Transportation Department's primary responsibility is the daily transportation of students to and from school. Bus schedules and routes will not be adjusted to accommodate field trips.

Transportation Department Contacts

Hal Taylor, Director of Operations: (716-7119)

Scotty Dye, Operation Supervisor: (593-2864)

Valerie Mack, Assistant Manager of Transportation: (593-2867)

\*After hours emergency or cancellation: (593-2867)

\*After hours emergency or equipment: (716-7119) or (593-2864)

Field Trip Request Procedure

The School Administrator (SA) receives, reviews and approves the field trip request from the teacher/coach. The SA submits the approved request to the District Designee who forwards the approved trip to the Transportation Department. Field trip transportation requests MUST be received no later than two weeks before the field trip. The Operations Department will acknowledge receipt of your request when it arrives. Once a field trip has been assigned to a driver, a confirmation will be sent back to the individual that submitted the field trip request.

School buses used for field trips will be limited to a radius of 50 miles on a school day, 100 miles on weekends, and 150 miles for school sanctioned athletic events and competitions. Exceptions are made at the discretion of the Director of Schools.

Field Trip Hours

School Days: 8:40 a.m. to 1:45 p.m. Exceptions may apply. Weekends & Holiday: No time table. If request is on a Holiday, contact the Operations Department for possible rate increase.

**Field Trip Rates**

Field Trip rates are based on mileage, driver hours, and conditions of the bus when the trip is completed. Mileage is recorded from the moment the bus leaves the Transportation Facility until the bus returns to the Transportation Facility. Mileage is calculated at \$1.25 per mile and \$17.94 per hour. There will be an additional \$100 per day "On Call" fee for weekends and holidays. Transportation will bill the Trip Sponsor for the driver/mileage/bus/damage after the trip is completed. This will be done on a monthly basis.

Trip Number **882**  
\* Category Travel With Students  
\* Type of Trip Athletic  
\* Athletic Event (you may check more than one)  
Basketball - Girls - Varsity  
Basketball - Girls JV

**Trip Leave**

\* Date 6/19/22 **Sunday**  
\* Time 7:00 AM

**Trip Return**

\* Date 6/23/22 **Thursday**  
\* Time 3:00 AM

**Trip Year/Week** 2022-26

\* Is this an overnight trip? Yes

Is this an overnight trip? Additional Information

\* Please list all chaperones for this overnight trip including non-staff. Tony Williams  
Dawn Barger  
Aretha Johnson  
Stephanie Christison  
\* Indicate cost per person and how the trip is being funded (parent or district?) \$100  
We are hoping are little kids camp and team camp we are hosting will be used to cover the cost for players.

Comments

\* Your School/Dept ⓘ 020 Cleveland High School  
850 Raider Drive, Cleveland, TN 37312

\* Main Destination ⓘ Other (Type Below)  
Fort Walton Beach High School, Hollywood Boulevard Northwest, Fort Walton Beach, FL, USA

Destination Not Listed Fort Walton Beach High School, Hollywood Boulevard Northwest, Fort Walton Beach, FL, USA \* Destination Name Fort Walton Beach HS (staying at this location)

\* Approximate Nbr of Miles Round Trip 854.51

\* Funding Source #1 School Budget Code 612

Funding Source Budget Code

Desc

Desc

Funding Approver

\* Teacher / Advisor / Staff Name Dawn Barger  
 \* Teacher / Advisor / Staff Phone # 4234781113  
 Teacher / Advisor / Staff Email dibarger@clevelandschools.org

**Note: This email will receive the requester emails if different from requester**

Emergency Contact Info  **Same as Teacher / Advisor / Staff**

\* Emergency Contact Name Dawn Barger  
 \* Emergency Contact Phone # 4234781113

### Number of Individuals Making Trip

* Male Adult/Chaperone	1	* Female Adult/Chaperone	1	Total Adult/Chaperone	2
* Male Students	0	* Female Students	25	Total Students	25

### Additional Information

\* Will you be using external transportation-Does NOT include charters-- (includes plane, rental van, personal vehicle or walking)? Yes

\* Please indicate mode of travel instead of, or in addition to, the reserved vehicle(s). Please include details of trip, including itineraries. If using a Charter company please do not indicate that in this section. Use the next section to reserve the vehicle.

Parents will be helping to transport players to Fort Walton and back.

### Vehicles Needed

\* Do you need a school bus, staff van or charter bus? No

Person Submitting Request dibarger@clevelandschools.org

Date Submitted

### Level 01 Approval - Location Approval

Comment

Decision Approved

Name aobryan@clevelandschools.org

Decision Date Apr 4, 2022, 2:25:26 PM

### Level 07 Approval - Overnight Trip Approval

Comment Please make sure you follow travel protocols and transportation guidelines for team travel.

Decision Approved

Name jelliott@clevelandschools.org

Decision Date Apr 5, 2022, 4:02:09 PM

### Level 09 Approval - Transportation Approval

Comment Parents will be transporting students on this field trip

Decision	Approved
Name	vmack@clevelandschools.org
Decision Date	May 11, 2022, 10:19:52 AM

### **Level 10 Approval - School Board Approval**

Comment	
Decision	
Designated Approver	amcmackin@clevelandschools.org
Name	
Decision Date	

Fields preceded with \* are required fields. These will be highlighted in yellow if they are not populated.

## Travel Request Form

Welcome to Cleveland City Schools Travel Tracker, your one-stop travel center. Within this software, you can submit student field trip requests, reserve a school bus for a field trip or athletic event, and reserve a van for staff travel. If you have any questions or comments please email Valerie Mack at [vmack@clevelandschools.org](mailto:vmack@clevelandschools.org) or call 472-9576.

### Field Trips & Off-Campus Excursions Administrative Procedure 4.302.1

May 2019 7

#### Transportation Guidelines for Field Trips

Cleveland City Schools are responsible First to the daily transporting of students to and from school. Bus schedules and routes will not be adjusted to accommodate field trips.

1. Field trip transportation request must be made no later than two weeks before the field trip. Once a field trip has been assigned to a driver, the trip will be activated in the digital approval system and a notification will be sent to the teacher/sponsor.
2. School buses used for field trips will be limited to a radius of 50 miles on a school day, 100 miles on weekends, and 150 miles for school sanctioned athletic events and competitions. Exceptions are made at the discretion of the Director of Schools.
3. The cost associated with using a school bus for a field trip is \$1.25 per mile and \$17.94 per hour for the driver. There will be an additional \$100.00 per day "On Call" fee for weekends and holidays.
4. If a field trip is cancelled once the driver has been assigned, a minimum of 2 hours pay will be billed to the school or program responsible for the field trip.
5. In addition to the driver's hourly rate, an additional \$35.00 fee will be applied to any field trip in which trash and dirt are left on the bus.
6. Buses used for field trips during school hours can be scheduled to pick up students starting at 8:40 AM and must be unloaded by 1:45 PM so the bus and driver can be back to the bus barn by 2:00 PM. Buses have to be inspected and fueled before their afternoon route.
7. In all cases of field trips occurring beyond the regular school day hours, provisions must be made for the driver to have a comfortable area to rest, access to restroom facilities and access to refreshments. Most major attractions have a driver's facility.
8. Field trips requiring a driver to be available for more than 10 hours may require that the driver be provided an approved hotel room in addition to the hourly rate. If the field trip is to an attraction like Dollywood, the driver may have their admission provided instead of a hotel room. This guideline will depend upon the situation and itinerary. The Director of Operations will implement this procedure based on the circumstances of the individual trip, to satisfy CDL laws.
9. The driver and leader of the field trip are responsible to maintain constant communications with one another through either their cell phones or radios in the event of a sudden change in plans, inclement weather, or an emergency.
10. Supervision of students while on field trips will follow a recommended ratio of no less than one chaperone per 15 students (K-8) and one chaperone per 20 students (9-12). Bus drivers are not to be considered a supervisory staff member.
11. Students and chaperones must cooperate with the driver.

### Field Trips & Off-Campus Excursions Administrative Procedure 4.302.1

May 2019 8

12. All other bus rules and regulations for daily transportation services apply to field trips.

13. Your bus driver is not permitted to proceed with the trip until a bus roster of students has been presented for the driver's paperwork. The roster must include the student's name, address, date of birth, and emergency contact number.

14. Any and all changes in the field trip itinerary must be approved by the Principal and the Operations Department prior to the trip as the bus driver will not be allowed to deviate from the approved itinerary.

#### Charter Buses

An updated list of charter buses will be kept on file at the Operations Department Office. Teachers/sponsors are responsible to verify the approved charter bus before scheduling a trip with vehicles owned by an agency other than Cleveland City Schools.

### Field Trips & Off-Campus Excursions Administrative Procedure 4.302.1

May 2019 9

#### Field Trip Bus Transportation Procedures

The Cleveland City Schools Transportation Department's primary responsibility is the daily transportation of students to and from school. Bus schedules and routes will not be adjusted to accommodate field trips.

#### Transportation Department Contacts

Hal Taylor, Director of Operations: (716-7119)

Scotty Dye, Operation Supervisor: ( 593-2864)

Valerie Mack, Assistant Manager of Transportation: (593-2867)

\*After hours emergency or cancellation: (593-2867)

\*After hours emergency or equipment: (716-7119) or (593-2864)

#### Field Trip Request Procedure

The School Administrator (SA) receives, reviews and approves the field trip request from the teacher/coach. The SA submits the approved request to the District Designee who forwards the approved trip to the Transportation Department. Field trip transportation requests MUST be

received no later than two weeks before the field trip. The Operations Department will acknowledge receipt of your request when it arrives. Once a field trip has been assigned to a driver, a confirmation will be sent back to the individual that submitted the field trip request. School buses used for field trips will be limited to a radius of 50 miles on a school day, 100 miles on weekends, and 150 miles for school sanctioned athletic events and competitions. Exceptions are made at the discretion of the Director of Schools.

Field Trip Hours

School Days: 8:40 a.m. to 1:45 p.m. Exceptions may apply. Weekends & Holiday: No time table. If request is on a Holiday, contact the Operations Department for possible rate increase.

Field Trip Rates

Field Trip rates are based on mileage, driver hours, and conditions of the bus when the trip is completed. Mileage is recorded from the moment the bus leaves the Transportation Facility until the bus returns to the Transportation Facility. Mileage is calculated at \$1.25 per mile and \$17.94 per hour. There will be an additional \$100 per day "On Call" fee for weekends and holidays.

Transportation will bill the Trip Sponsor for the driver/mileage/bus/damage after the trip is completed. This will be done on a monthly basis.

Trip Number **933**  
\* Category Travel With Students  
\* Type of Trip Athletic  
\* Athletic Event (you may check more than one)  
Basketball - Boys - Varsity

Trip Leave

\* Date 6/17/22 Friday  
\* Time 6:00 AM

Trip Return

\* Date 6/19/22 Sunday  
\* Time 7:00 PM

Trip Year/Week 2022-25

**Buses are not available before 4:30 PM and must be returned by 12:00 AM.**

\* Is this an overnight trip? Yes

Is this an overnight trip? Additional Information

\* Please list all chaperones for this overnight trip including non-staff. Head Coach: Reggie Tucker  
Asst Coach: Chuck Condo  
Asst Coach: Darnell Mee  
Asst Coach: Kyle Smith

\* Indicate cost per person and how the trip is being funded (parent or district?) Trip is being funded by Boys Basketball

Comments

\* Your School/Dept ⓘ 020 Cleveland High School  
850 Raider Drive, Cleveland, TN 37312

\* Main Destination ⓘ Other (Type Below)  
Bartlett High School, Woodlawn Street, Bartlett, TN, USA

\*

Destination Not Listed	Bartlett High School, Woodlawn Street, Bartlett, TN, USA	<b>Destination Name</b>	Bartlett High School
* Approximate Nbr of Miles Round Trip	<input type="text"/>		

* <b>Funding Source #1</b>	School	Budget Code	Boys Basketball
Funding Source Desc		Budget Code Desc	
Funding Approver			

* Teacher / Advisor / Staff Name	Reggie Tucker
* Teacher / Advisor / Staff Phone #	4234578264
Teacher / Advisor / Staff Email	rtucker@clevelandschools.org
<b>Note: This email will receive the requester emails if different from requester</b>	
Emergency Contact Info	<b>Same as Teacher / Advisor / Staff</b>
* Emergency Contact Name	Reggie Tucker
* Emergency Contact Phone #	4234578264

### Number of Individuals Making Trip

* Male Adult/Chaperone	4	* Female Adult/Chaperone	0	Total Adult/Chaperone	4
* Male Students	10	* Female Students	0	Total Students	10

### Additional Information

\* Will you be using external transportation-Does NOT include charters-- (includes plane, rental van, personal vehicle or walking)? Yes

\* Please indicate mode of travel instead of, or in addition to, the reserved vehicle(s). Please include details of trip, including itineraries. If using a Charter company please do not indicate that in this section. Use the next section to reserve the vehicle.

Personal vehicles by coaching staff and parents

### Vehicles Needed

\* Do you need a school bus, staff van or charter bus? No

Person Submitting Request	rtucker@clevelandschools.org
Date Submitted	

### Level 01 Approval - Location Approval

Comment	
Decision	Approved
Name	vmack@clevelandschools.org
Decision Date	Jun 1, 2022, 9:12:36 AM

### Level 07 Approval - Overnight Trip Approval

Comment

Decision

Approved

Name

vmack@clevelandschools.org

Decision Date

Jun 1, 2022, 9:12:44 AM

### Level 10 Approval - School Board Approval

Comment

Decision

Designated Approver

amcmackin@clevelandschools.org

Name

Decision Date

# Cleveland City Board of Education

Monitoring: <b>Review: Annually, in July</b>	Descriptor Term: <b>Board Evaluation</b>	Descriptor Code: <b>1.103</b>	Issued Date: <b>05/04/22</b>
		Rescinds:	Issued:

To ensure the continued effectiveness of school board leadership, the Board will conduct an annual evaluation.

This annual evaluation shall be developed based upon the following factors:

- (a) Board members shall know and be involved in the development of standards by which they will evaluate themselves;
- (b) Evaluation shall be at a scheduled time with no other items on the agenda and with all board members present;
- (c) The evaluation shall consist of the opinions of individual board members, but the results shall be discussed by the Board as a whole;
- (d) The Board is not required to limit itself to the items included in any formal evaluation instrument;
- (e) Evaluation of the Board's progress shall be based on objective evidence; and
- (f) At the conclusion of the evaluation, the Board shall develop goals for the ensuing year.

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Cross References

Board Member Development Opportunities 1.204

# Cleveland City Board of Education

Monitoring: <b>Review: Annually, in March</b>	Descriptor Term: <b>Procedural Due Process</b>	Descriptor Code: <b>6.302</b>	Issued Date: <b>05/04/22</b>
		Rescinds:	Issued:

## General

Before school authorities administer disciplinary measures, reasonable inquiry shall be made to determine the truth of what happened.<sup>1</sup> The nature of this inquiry will vary in degree with the seriousness of the offense and the consequence **attached thereto**.

## MINOR OFFENSES

For minor offenses where corrective measures are taken by the classroom teacher, no formal procedure is required. ~~An inquiry into the incident to ensure that the offender is accurately identified, that he understands the nature of the offense, and that he/she knew the consequences of the offense for which he is accused.~~

The teacher shall ensure the following:

1. The offender is accurately identified;
2. That he/she understands the nature of the offense; and
3. That he/she understands the consequences for the offense.

## SEVERE OFFENSES

In cases of severe offenses where there is a possibility of suspension, the student shall be advised of the nature of his/her misconduct, questioned about it, and allowed to give an explanation.<sup>2</sup>

~~If the principal determines that the offense is of such nature that the student's continued presence would be detrimental to the school or persons within the school, he/she shall refer the case to the Disciplinary Hearing Authority (DHA).<sup>3</sup>~~

If a student is suspended more than ten (10) days, he/she shall receive notice of the right to appeal to the Disciplinary Hearing Authority.

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### Legal References

1. *Ingraham v. Wright*, 430 U.S. 651 (1977)

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### Cross References

Code of Conduct 6.300

2. *Goss v. Lopez*, 419 U.S. 565 (1975)
3. TCA 49-6-3401(c)(4)(A)—(B)

Interrogations and Searches 6.303  
Suspension 6.316  
Disciplinary Hearing Authority 6.317

# Cleveland City Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Physical Examinations and Immunizations</b>	Descriptor Code: <b>6.402</b>	Issued Date: <b>06/02/22</b>
		Rescinds:	Issued:

## 1 PHYSICAL EXAMINATIONS<sup>1</sup>

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

- 3 1. Entering school for the first time. ~~This applies to kindergarten, first grade and other students~~  
4 ~~for whom there is no health record;~~<sup>1</sup> and  
5  
6 2. ~~Participation~~ **Participating** as a member of any athletic team or in any other strenuous physical  
7 activity program.

8 Cost of the examination shall be ~~borne~~ **covered** by the parent/guardian of the student, **unless student**  
9 **grants are made available**. These records shall be on file in the principal's office.

10 ~~Screening tests for vision, hearing, scoliosis and lice will be conducted. Parents/Guardians will receive~~  
11 ~~written notice of any screening result that indicates a condition that might interfere or tend to interfere~~  
12 ~~with a student's progress.~~

13 ~~In general, the school district will not conduct physical and dental examinations of a student without~~  
14 ~~parental consent to do so or by court order, unless the health or safety of the student or others is in~~  
15 ~~question.~~<sup>4</sup>

16 **Screening tests as required by the Tennessee Department of Education and the Department of Health**  
17 **will be conducted. Parent(s)/guardian(s) will receive written notice of any screening result that indicates**  
18 **a condition that might interfere with the student's progress. The school district will not conduct physical**  
19 **examinations of a student without parental consent or by court order, unless the immediate health or**  
20 **safety of the student or others is in question.**<sup>3</sup>

## 21 IMMUNIZATIONS

22 ~~No students entering school, including those entering kindergarten or first grade, those from out-of-~~  
23 ~~state and those from nonpublic schools, will be permitted to enroll (or attend) without proof of~~  
24 ~~immunization, as determined by the Commissioner of Public Health.~~<sup>1,3</sup> ~~It is the responsibility of the~~  
25 ~~parents or guardians to have their children immunized and to provide such proof to the principal of the~~  
26 ~~school which the student is to attend.~~<sup>5</sup> ~~Homeless students shall be immediately enrolled, even if they~~  
27 ~~are unable to produce proof of immunization.~~<sup>6</sup>

28 ~~Exceptions, in the absence of an epidemic or immediate threat thereof, will be granted to any child~~  
29 ~~whose parent or guardian shall file with school authorities a signed, written statement that such~~  
30 ~~measures conflict with his/her religious tenets and practices; or due to medical reasons if such child has~~  
31 ~~a written statement from his/her doctor excusing him from such immunization.~~<sup>7</sup>

- 1 ~~Proof of exceptions will be in writing and filed in the same manner as other immunization records.~~
- 2 ~~A list of transfer students shall be kept at each school throughout the school year in order that their~~
- 3 ~~records can be monitored by the Department of Health.~~

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Legal References

1. ~~TRR/MS 0520 1 3 .08(2)(a); TCA 49-6-5004(a)~~
2. ~~TRR/MS 0520 1 3 .08(2)(b)~~
3. ~~TCA 49-6-5001(b)(1)~~
4. ~~P.L. 107-110 Part F § 1061 (1)(D) & (2)(B) & (4)(B)~~
5. ~~TCA 49-6-5001(a)~~
6. ~~McKinney-Vento Education Assistance Improvements Act of 2001.~~
7. ~~TCA 49-6-5001(b)(2)~~

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Cross References

~~Homeless Students 6.503~~

4 ~~Students will not be permitted to attend school without proof of immunization as determined by the~~

5 ~~Commissioner of Health unless circumstances outlined in state or federal law prevent a student from~~

6 ~~producing such records. It is the responsibility of the parent(s)/guardian(s) to have their children~~

7 ~~immunized and to provide such proof to the principal of the school which the student is to attend.<sup>4</sup>~~

8 ~~Exceptions will be granted to any student whose parent/guardian files with school authorities a signed,~~

9 ~~written statement that such measures conflict with the one of the following:~~

- 10 1. ~~His/her religious tenets and practices if in the absence of an epidemic or immediate threat of an~~
- 11 ~~epidemic, except in the event of a COVID-19 or any variant outbreak;<sup>5</sup> or~~
- 12
- 13 2. ~~Due to medical reasons if the student has a written statement from his/her doctor excusing~~
- 14 ~~him/her from the immunization.<sup>6</sup>~~

15 ~~The Director of Schools/designee shall ensure that appropriate immunization records are maintained for~~

16 ~~each student.~~

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Legal References

1. 20 USCA § 1232h(c)
2. TRR/MS 0520-01-13-.01(1)(a)
3. Tennessee School Health Screening Guidelines,  
[https://www.tn.gov/content/dam/tn/education/csh/csh\\_school\\_health\\_screening\\_guidelines.pdf](https://www.tn.gov/content/dam/tn/education/csh/csh_school_health_screening_guidelines.pdf); 20 USCA § 1232h(c)(2)(C)
4. TCA 49-6-5001(a),(c)
5. TCA 49-6-5001(b)(2); Public Acts of 2021, Chapter No. 513
6. TCA 49-6-5001(c)(2)

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Cross References

Promoting Student Welfare 6.400

# Cleveland City Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term: <b>Acquired Immune Deficiency Syndrome</b>	Descriptor Code: <b>6.404</b>	Issued Date: <b>05/04/22</b>
		Rescinds: <b>6.404</b>	Issued: <b>07/09/01</b>

## LIABILITY AND NON-DISCRIMINATION

Students infected with HIV shall not be denied enrollment in school. The Board shall not prevent an HIV infected student from participating in the continuation of his/her education on the basis of HIV infection. Further, the student shall be subject to the same rules for class assignment, privileges and participation in any school-sponsored activities as all other students. The Board shall strive to maintain a respectful school climate for HIV infected students.

Mandatory screening for communicable diseases not spread by casual everyday contact, such as HIV infection, shall not be a condition for school entry or attendance.<sup>1</sup>

## ATHLETICS

A student who is HIV positive may not be denied the opportunity to participate in school athletic programs based solely on his/her HIV status. All reasonable accommodations shall be made to allow students with HIV to participate in school-sponsored physical activities.<sup>1</sup>

## ADMINISTRATIVE RESPONSIBILITIES FOR CONFIDENTIALITY

If a student's parents/guardians choose to disclose the child's HIV status, all matters pertaining to that student will be directed by procedures initiated by the Director of Schools **or designee**.

The Director of Schools shall be responsible for requesting medical records from the parent/guardian and a statement from the student's physician regarding health status of the student reported to have HIV/ AIDS. In addition, the Director of Schools will gather information regarding the student's cumulative school record.

## CONFIDENTIALITY

No information concerning an HIV infected student shall be divulged, directly or indirectly, to any other individual or group without the written consent of the parent/guardian. All medical information and written documentation of discussions, telephone conversations, proceedings and meetings shall be kept by the Director of Schools in a locked file. If the HIV infected student is under the age of eighteen (18), access to this file will be granted only to those persons who have the written consent of the infected student's parent's/guardians.

**Under no circumstances shall information identifying a student with AIDS be released to the public.<sup>2,3</sup>**

## APPROPRIATE ALTERNATIVE EDUCATION PROGRAMS

In determining the educational placement of a student known to be infected with HIV, school authorities shall follow established policies and procedures for students with disabilities. School authorities shall reassess placement if there is a change in the student's need for accommodations or services.

## HIV PREVENTION EDUCATION/CURRICULUM<sup>5</sup>

The Director of Schools shall be responsible for developing instructional objectives to address each terminal objective in the state AIDS curriculum framework and provide each teacher responsible for teaching AIDS education with these objectives. Students shall further be taught universal precautions through the K-8 Healthful Living and Lifetime Wellness curricula and through the Board's HIV prevention education program.

The state AIDS curriculum and related instructional objectives will be used in grades K-12. Parents and guardians shall have convenient opportunities to preview all HIV prevention curricula and materials in accordance with the provisions of the Family Education Law of 1989.

Students shall have access to voluntary and confidential counseling about matters related to HIV. Administrators shall maintain a list of counseling and testing resources for student use.

## INFECTION CONTROL

The Director of Schools shall develop an Occupational Safety and Health Administration (OSHA)-based infection control plan in which each school will provide for: 1) well-maintained and easily accessible materials necessary to follow universal precautions, and 2) designate first responders responsible for implementing infection control guidelines, including investigating, correcting, and reporting on instances of exposure. All schools shall further follow the most current Centers for Disease Control and Prevention (CDC) Universal Precautions for Prevention of Transmission of Human Immunodeficiency Virus, Hepatitis B Virus, and Other Blood borne Pathogens in Health Care Settings and the OSHA blood borne pathogens standard.<sup>4</sup>

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### Legal References

1. TRR/MS 0502-1-3-.08(2)(g)
2. TCA 68-10-113
3. 20 USC 1232(g); 34 CFR § 300.571-2
4. TRR/MS 0520-1-3-.05(1)(c)

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### Cross References

- Section 504 & ADA Grievance Procedures 1.802  
Special Education 4.202  
Special Programs 4.206

5. State Board of Education Policy No. 5.300,  
HIV/AIDS Policy for Employees and Students of  
Tennessee Public Schools Revised, August 18, 2005

# Cleveland City Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term:  <b>Medicines</b>	Descriptor Code: <b>6.405</b>	Issued Date: <b>05/04/22</b>
		Rescinds: <b>6.405</b>	Issued: <b>10/01/15</b>

No school official or teacher will routinely dispense medication to students except in unique situations in which a child’s health is dependent upon medical aid. If under exceptional circumstances a child is required to take oral medication during school hours and the parent cannot be at school to administer the medication, only the principal or the principal’s designee will administer the medication in compliance with the following regulations:<sup>1</sup>

Non-prescription medications will be accompanied with written instructions signed by the parent. Forms are available in school offices or the system website. The school will not accept verbal parental permission.

Prescription medication will be accompanied with instructions signed by the parent and the prescribing physician. Forms are available from school offices or the system website. The written instructions will contain the following:

1. Child’s name;
2. Name of medication;
3. Name of physician;
4. Time to be self-administered;
5. Dosage and directions for self-administration (non-prescription medicines must have label direction);
6. Possible side effects, if known; and
7. Termination date for self-administration of the medication (medication must be sent in its original container).

The medication must be delivered to the principal's office in person by the parent or guardian of the student unless the medication must be retained by the student for immediate administration (i.e. students with asthma).

The administrator/designee will:

1. Inform appropriate school personnel of the medication to be self-administered;
2. Keep an accurate record of the self-administration of the medication;
3. Keep all medication in a locked cabinet except medication retained by a student per physician's order;
4. Return unused prescription to the parent or guardian only; and

5. Ensure that all guidelines developed by the Department of Health and the Department of Education are followed.

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

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

### **BLOOD GLUCOSE SELF-CHECKS<sup>2</sup>**

Upon written request of a parent/guardian and if included in the student's medical management plan and in the Individualized Healthcare Plan (IHP), a student with diabetes shall be permitted to perform a blood glucose check or administer insulin using any necessary diabetes monitoring and treatment supplies, including sharps. The student shall be permitted to perform the testing in any area of the school or school grounds at any time necessary.

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

Use and disposal of sharps shall be in compliance with the guidelines set forth by the Tennessee Occupational Safety and Health Administration (TOSHA).

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

Students diagnosed with pancreatic insufficiency or cystic fibrosis shall be permitted to self-manage their prescribed medication in a manner directed by a licensed healthcare provider without additional assistance or direction. The Director of Schools shall develop procedures for the development of an IHP for every student that wishes to self-administer.

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

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

1. The district shall train school personnel who will be responsible for administering the medication for the treatment of adrenal insufficiency and any who volunteer to administer the medication.
2. The district shall maintain a record of all school personnel who have completed this training.
3. If a student is suffering from an adrenal crisis, a school nurse or other licensed health care professional may administer the prescribed medication to the student. If a school nurse or other licensed health care professional is not immediately available, trained school personnel may administer the prescribed medication.

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

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Legal References

1. TCA 49-50-1602
2. TCA 49-50-1602(d)(7)
3. TCA 49-50-1601; State Board of Education Policy 4.205
4. TRR/MS 0520-01-12; State Board of Education Policy 4.205

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Cross References

Emergency Allergy Response Plan 6.412

# Cleveland City Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term: <b>Emergency Contact Information</b>	Descriptor Code: <b>6.410</b>	Issued Date: <b>05/04/22</b>
		Rescinds: <b>6.410</b>	Issued: <b>07/09/01</b>

Parent(s) of all students shall provide the schools with emergency contact information which shall contain the following information:

1. Parents' location and phone numbers during the school day;
2. Directions in the event that medical treatment is needed;
3. Information concerning a student's particular physical disability or medical condition.

This information shall be required annually and shall be kept on ~~file~~ **file** in the principal's office.

If a student suffers an injury or becomes ill, the staff member in charge shall have the responsibility to render first-aid or ensure that it is rendered.

In the event of serious injury or illness to a student, the parent(s) shall be notified as whether to pick up the child at school or meet the child at the hospital. If the parent(s) cannot be reached, the student shall be transported to the hospital emergency room and the physician identified by the parent(s) on the emergency medical authorization form shall be notified of the accident. Efforts to notify the parent(s) shall continue until they are reached.

Principals shall inform the director of schools immediately of any serious injuries suffered by students while under the jurisdiction of the school.

Parents who object to the procedures contained in this policy shall submit to the principal a written emergency plan for his/~~her~~ **her** approval.

The director of schools shall ~~develop forms~~ **use tools** and procedures to implement this policy.

# Cleveland City Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term:  <b>Special Education Students</b>	Descriptor Code: <b>6.500</b>	Issued Date: <b>06/02/22</b>
		Rescinds: <b>6.500</b>	Issued: <b>07/14/03</b>

1 All disabled students between the ages of three and twenty-one (inclusive) shall receive the benefit of a  
2 free appropriate public education. This provides the assurance that these students will be educated with  
3 non-disabled students to the maximum extent appropriate, and should be placed in separate or special  
4 classes only when the severity of the disability is such that education in regular classes cannot be  
5 achieved satisfactorily.<sup>1</sup>

6 Eligibility standards and options of service for special education services will be based upon the criteria  
7 for disabling conditions specified in Rules, Regulations, and Minimum Standards, Tennessee State  
8 Board of Education.<sup>2</sup> To ensure state and federal laws pertaining to students with disabilities are met,  
9 the following guidelines will be followed:

10 ~~1. To ensure state and federal laws pertaining to students with disabilities are met, the following~~  
11 ~~guidelines will be followed:~~

12 **To ensure state and federal laws pertaining to students with disabilities are met, the following guidelines**  
13 **will be followed:**

- 14 1. Education placement decisions will be based on instructional needs;
- 15 2. Professional development for maintaining an inclusive classroom will be provided for general  
16 and special education teachers;
- 17 3. Planning sessions regarding students' Individual Education Plans (IEPs) will be held among  
18 regular and special education teachers and paraprofessionals;
- 19 4. Training on modifications and accommodations to IEPs will be given for general education  
20 teachers;
- 21 5. All students in the general education classroom should have access to standard textbooks and  
22 instructional materials;
- 23 6. Resources, supports, supplemental aids and materials will be provided to help students be  
24 successful in the general education classroom;
- 25 7. Training for paraprofessionals will be provided to assist students;
- 26 8. Provide the technical assistance needed to general education teachers in order to address the  
27 needs of individual students; and

1 9. Students receiving special education services shall not be restrained, except as permitted by state  
2 law regulations.<sup>3,4</sup>

3 The Director of Schools/designee shall develop administrative procedures to govern the following:

4 1. Personnel authorized to use isolation and restraint;

5  
6 2. Training requirements for personnel working with special education students; and

7  
8 3. Incident reporting procedures.<sup>4</sup>

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Legal References

1. TCA 49-10-102; TCA 49-10-103
2. TRR/MS 0520-1-9-.06 &.07
3. TCA 49-10-1301, et seq., TRR/MS 0520-1-9-.23
4. TRR/MS 0520-01-09-.23

5.

# Cleveland City Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term:  <b>Foreign Exchange Students</b>	Descriptor Code: <b>6.502</b>	Issued Date: <b>05/04/22</b>
		Rescinds: <b>6.502</b>	Issued: <b>02/09/09</b>

Any foreign student is eligible for acceptance into the foreign exchange student program, provided s/he is participating through any agency endorsed by the Council on Standards for International Educational Travel and is sponsored by an individual or organization and has a J-1 visa.<sup>1</sup> Before approval by the **Board Director of Schools/designee**, the exchange program representative must make written application on behalf of the student in the local school serving the host family. No foreign exchange student shall be brought into the United States by the sponsor unless s/he has been accepted in writing as a student by the Director of Schools/ designee of the school in which s/he is to be enrolled. The school may accept the student after determining the following:

1. The student will have a sufficient command of the English language to enable them to participate in the general curriculum;
2. Appropriate curriculum offerings can be provided for the student; and
3. An overcrowded situation will not be further aggravated.

Prior to enrolling a foreign student, the principal or designee shall require, in addition to a valid student visa, the following documentation:

1. Citizenship;
2. Birthdate;
3. Health/immigration records;
4. Custody (including phone number, name and address of person responsible for the student); and
5. School records, including a transcript of academics (in English).

Admission requirements and all other considerations and expectations shall be the same for foreign students as for United States students. Students will be accepted only in grades 9-12. No more than ten foreign students shall be placed in one school.

Students must have had acceptable academic achievement in their native countries and must have been screened for maturity and ability to get the maximum benefit from an exchange program. Exchange students must have an adequate command of the English language and be able to function without

special assistance in regular classes. The principal shall be responsible for assignment to the appropriate grade level.

Each school shall name a faculty member as a student representative to serve as a liaison between the school and exchange program agency and as an advisor to exchange students.

The sponsoring individual/organization shall provide evidence to the school that the student will receive adequate financial support for the duration of his/her stay. Schools shall not hold fund-raising events to pay expenses incurred by exchange students.

Privately sponsored exchange students on an F-1 visa may be enrolled if an adult resident of the district has temporary guardianship and the student lives in the home of that guardian. Exchange students on an F-1 visa are required to pay tuition at the established district rate. F-1 visa student admission is limited to secondary schools and attendance may not exceed twelve (12) months.<sup>2</sup>

1. 22 CFR §62.25
2. Immigration and Nationality Act § 214 (3)(m)(1)

School Admissions 6.203

<b>Cleveland City Board of Education</b>			
Monitoring: <b>Review: Annually, in April</b>	Descriptor Term:  <b>Homeless Students</b>	Descriptor Code: <b>6.503</b>	Issued Date: <b>05/04/22</b>
		Rescinds: <b>6.503</b>	Issued: <b>12/09/02</b>

A homeless student shall have equal access to the same free, appropriate public education as provided to other children and youths.<sup>1</sup>

Homeless students are individuals who lack a fixed, regular, and adequate nighttime residence.<sup>2</sup> Homeless students include:<sup>2</sup>

1. Students sharing the housing of other persons due to loss of housing, economic hardship, or similar reason; students living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; students living in emergency or transitional shelters; or students abandoned in hospitals;
2. Students who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodations for human beings;
3. Students living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or trains stations, or similar settings; and
4. Migratory students who are living in circumstances described above.

## **ENROLLMENT**

Homeless students shall be immediately enrolled, even if the student is unable to produce records normally required for enrollment (i.e. academic records, immunization records, health records, proof of residency), or missed the district’s application or enrollment deadlines.<sup>3</sup> Parents/guardians are required to submit contact information to the district’s homeless coordinator.<sup>3</sup>

## **PLACEMENT**

For the purposes of this policy, school of origin shall mean the school that the student attended when permanently housed or the school in which the student was last enrolled, including a preschool/pre-k program.<sup>9</sup> School of origin shall also include the designated receiving school at the next grade level when the student completes the final grade level served by the school **or of** origin.<sup>9</sup>

Placement shall be determined based on the student’s best interest.<sup>4</sup> At all times, a strong presumption that keeping the student in the school of origin is in the student’s best interest shall be maintained, unless doing so would be contrary to a request made by the student’s parent/guardian or the student in the case of an unaccompanied youth.<sup>5</sup> When determining placement, student-centered factors, including but not limited to impact of mobility on achievement, education, health, and safety shall be

considered.<sup>5</sup> The choice regarding placement shall be made regardless of whether the student lives with their homeless parents/guardians or has been temporarily placed elsewhere.<sup>6</sup>

If it is not in the student's best interest to attend the school of origin, or the school requested by the parent/guardian or unaccompanied youth, the director or his/her designee shall provide a written explanation of the reasons for the determination, in a manner and form that is understandable to the parent/guardian or unaccompanied youth.<sup>5</sup> The written explanation shall include a statement regarding the right to appeal the placement decision.<sup>5</sup> If the placement decision is appealed, the district shall refer the parent/guardian or unaccompanied student to the homeless coordinator, who shall carry out the dispute resolution process as expeditiously as possible and in accordance with the law.<sup>7</sup> Upon notice of an appeal, the Director of Schools shall immediately enroll the student in the school in which enrollment was sought pending a final resolution of the dispute, including all available appeals.<sup>7</sup>

## **RECORDS**

Records ordinarily kept by the school shall be maintained for all homeless students. Information regarding a homeless student's living situation shall be treated as a student education record, and shall not be considered directory information.<sup>8</sup>

## **TRANSPORTATION**

In the event that it is in the best interest of the homeless student to attend the school of origin, transportation to and from school shall be provided at the request of the parent/guardian or, in the case of an unaccompanied student, the homeless coordinator. If the student's temporary housing is outside the district of the school of origin, Cleveland City will work with the school of origin to agree on a method to apportion the responsibility and costs for transporting the student. If an agreement cannot be reached, the costs will be shared equally.

## **SERVICES<sup>10</sup>**

The Director of Schools shall ensure that each homeless student is provided services comparable to those offered to other students within the district, including transportation, special education services, programs in career and technical education (CTE), programs for gifted and talented students, and school nutrition.

The Director of Schools shall designate a district homeless coordinator to work with building level homeless liaisons to ensure this policy is implemented throughout the district. The homeless coordinator shall ensure:

1. Homeless students are quickly identified and have access to education and support services, to include Head Start and district pre-k programs;
2. Coordination with local social service agencies and other entities providing services to homeless students;
3. Coordinate transportation, transfer of records, and other interdistrict activities with other school districts;

4. Coordinate transportation to the school or origin or choice for homeless students;
5. Refer homeless students and their families to health care services, dental services, mental health and substance abuse services, and housing services;
6. Assist homeless students in obtaining immunizations, medical or immunization records, and any additional assistance that may be needed;
7. Public notice of the educational rights of homeless students is disseminated in places frequented by parents/guardians of homeless students, including schools, shelters, public libraries, and soup kitchens; and
8. Unaccompanied youth are enrolled and informed of their status and independent students.

The Director of Schools shall develop procedures to ensure that homeless students are recognized administratively and that the appropriate and available services are provided for these students. The Director shall ensure professional development is provided to school personnel providing services to homeless students.

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#### Legal References

1. 42 USCS §§ 11431 to 11435; McKinney-Vento Education Assistance Improvements Act of 2001, Part C, § 721
2. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95), § 725
3. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95, § 722(g)(3)(C)(i), § 722(g)(3)(H)
4. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95, § 722(g)(3)(A)
5. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95, § 722(g)(3)(B)
6. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95, § 722(g)(3)(F)
7. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95, § 722(g)(3)(E)
8. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95, § 722(g)(3)(G)
9. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95, § 722(g)(3)(I)
10. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95, § 722(g)(4) - (6)

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#### Cross References

Student Transportation 3.400  
 Parental Involvement 4.502  
 Promotion and Retention 4.603  
 School Admissions 6.203  
 Migrant Students 6.504

# Cleveland City Board of Education

Monitoring:  <b>Review: Annually, in May</b>	Descriptor Term:  <b>Migrant Students</b>	Descriptor Code: <b>6.504</b>	Issued Date: <b>05/04/22</b>
		Rescinds:	Issued:

The Board directs the administration to identify migratory students in the district, as required by law, and to develop written administrative procedures for ensuring that migrant students receive services for which they are eligible. In developing and implementing a program to address the needs of migratory students the district will:<sup>1</sup>

1. Identify migratory students and assess the educational and related health and social needs of each student.
2. Provide a full range of services to migrant students including applicable Title I programs, special education, gifted education, vocational education, language programs, counseling programs, elective classes, fine arts classes, etc.
3. Provide migratory children with the opportunity to meet the same statewide assessment standards that all students are expected to meet.
4. To the extent feasible, provide advocacy and outreach programs to migratory students and their families and professional development for district staff.
5. Provide parents an opportunity for meaningful participation in the program.

If a migrant student is identified by the district, the Director of Schools or designee will notify the Director of Federal Programs in the State Department and request assistance if needed.

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Legal References

1. P.L. 107-110 Part C §§1301-1309

# Cleveland City Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term: <b>Student Records Inspection &amp; Correction Procedure</b>	Descriptor Code: <b>6.602</b>	Issued Date: <b>05/04/22</b>
		Rescinds: <b>JRB/JRC/JRE</b>	Issued: <b>11/03/97</b>

## INSPECTION PROCEDURE

Parent(s), guardians, or legal custodians of students or eligible students\* may inspect and review the student's education records upon written request.<sup>1</sup>

Educational records include computer media, video tape and information concerning disciplinary action taken against a student for conduct that poses a significant risk to the safety or well-being of that student, other students or other members of the school community.

Parent(s), guardians, or legal custodians of students or eligible students shall submit to the records custodian a request which identifies as precisely as possible the record(s) that he/she wishes to inspect, and the records custodian will contact the same to discuss how access will best be arranged as promptly and practicable as possible. This inspection procedure must be completed within 45 days from the receipt of the request.

The right to inspect and review educational records includes the right to a response from school officials concerning requests for explanation and interpretation of the data. School officials shall presume that the parent has the authority to inspect and review records relating to his/her child unless the school system has been advised that the parent, guardian or legal custodian does not have the authority under applicable state law governing guardianship, separation, and divorce.<sup>2</sup>

When a record contains information about students other than the parent's child or the eligible student, the parent(s) or eligible student may not inspect and review that information.<sup>2</sup>

## FEES FOR COPIES

A reasonable fee for copies provided to parent(s) or eligible students\* will be determined by the Director of Schools. A maximum of three (3) copies of the transcript will be provided free of charge. If the fee represents an unusual hardship, it may be waived in part or entirely by the records custodian.<sup>3</sup>

## CORRECTION PROCEDURES

Parent(s), guardians, legal custodians of students, or eligible students\* may seek to change any part of the student's record they believe to be incorrect.<sup>4</sup> The Director of Schools shall develop an acceptable procedure to establish an orderly process to review and correct an education record.

*\*The student becomes an "eligible student" when he/she reaches age 18 or enrolls in a post-secondary school, at which time all of the above rights become the student's right.*

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Legal References

1. 34 CFR § 99.10
2. TRR/MS 0520-1-3-.09(5)(e)(3); 34 CFR § 99.4
3. TCA 10-7-506; 34 CFR § 99.11
4. 34 CFR § 99.20; 21; 22

# Cleveland City Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term:  <b>Media Access to Students</b>	Descriptor Code: <b>6.604</b>	Issued Date: <b>05/04/22</b>
		Rescinds:	Issued:

School administrators shall be authorized to grant permission and set parameters for media access to students in their respective schools. Media representatives shall be required to report to the administration for prior approval before accessing students involved in instructional programs and activities not attended by the general public. The media may interview and photograph students involved in instructional programs and school activities including athletic events. Such media access shall not be unduly disruptive and shall comply with Board policies.

Each year parents/guardians will be given the option to withhold permission for public news media interviews or photographs of their child at school.

Specific parental/guardian permission must be obtained if the story or photograph covers topics of a sensitive nature.

If any student is to be filmed or videotaped and will be identified or a primary subject of the filming or videotaping, prior written consent/release/waiver will be obtained from the student's parent/guardian.

District employees may release student information to the media only in accordance with applicable provisions of the education records law and Board policies governing directory information and personally identifiable information.<sup>1</sup>

Parents will be advised of this policy at the time of the student's registration and each fall in the student/ parent handbook.

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Legal References

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Cross References

1. USCA 20-1232g; TRR/MS 0520-1-9-.14(7)(h)

News Releases, News Conferences, and Interviews 1.503

# Cleveland City Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term:  <b>Student Clubs and Organizations</b>	Descriptor Code: <b>6.702</b>	Issued Date: <b>05/04/22</b>
		Rescinds: <b>6.702</b>	Issued: <b>03/04/02</b>

Student organizations are an extension of the academic curriculum and are intended to complement the basic instructional program.

The principal, in cooperation with the faculty and student body representatives, shall approve all clubs and organizations within the school.

One or more staff members will serve as sponsors of each activity and will attend all meetings. Each sponsor will evaluate the activity and make recommendations concerning changes, continuance, or deletion from the school's activity program.

An approved copy of the aims, objectives, and constitution for each organization will be kept on file in the principal's office.

The Director of Schools shall approve all requirements imposed by clubs which have restricted membership.

## HAZING

The nature of any initiation shall be outlined and presented in writing to the club sponsor and the principal of the school for approval prior to the actual initiation. Hazing by students acting alone or with others is strictly prohibited. Any organization which permits an initiation to go beyond the scope of activities planned and previously approved will be suspended until reinstated by the principal.<sup>1</sup>

Sororities, fraternities, and all secret organizations are prohibited.

“Hazing” means any intentional or reckless act in this state, on or off LEA property, by one (1) student acting alone or with others, that is directed against any other student, that endangers the mental or physical health or safety of that student or that induces or coerces a student to endanger that student's mental or physical health or safety. “Hazing” does not include customary athletic events or similar contests or competitions and is limited to those actions taken and situations created in connection with initiation into or affiliation with any organization.<sup>1</sup>

Legal Reference:

1. TCA 49-2-120; TCA 49-6-3401

# Cleveland City Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term:  <b>Contests for Students</b>	Descriptor Code: <b>6.707</b>	Issued Date: <b>05/04/22</b>
		Rescinds: <b>KHB</b>	Issued: <b>07/06/94</b>

Contests and competitive activities sponsored by outside organizations shall not interfere with the regular school program.

The subject of a contest must be neither commercial nor sectarian.

To be recommended, an activity must be:

1. Appropriate to the age group for which it is conducted.
2. Designed to stimulate original individual work by the contestant.
3. Of the type which can be undertaken as a supplement to, rather than as a substitute for, regular school work.

Selection of contest winners shall be the responsibility of the sponsoring group.

Scholarships or monetary grants shall be considered the most appropriate types of awards for contest winners.

Contests shall not be held without the approval of the ~~Director of Schools~~ **school principal**.

# Cleveland City Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term:  <h2 style="text-align: center;">Student Fees and Fines</h2>	Descriptor Code: <b>6.709</b>	Issued Date: <b>05/04/22</b>
		Rescinds: <b>JS</b>	Issued: <b>07/09/01</b>

## FEES

The school shall not require any student to pay a fee to the school for any purpose, except as authorized by the Board.

School fees are defined as follows:<sup>1</sup>

1. Fees for activities that occur during regular school hours, including field trips;
2. Fees for activities and supplies required to participate in all courses offered for credit or grades;
3. Equipment and supplies required to participate in interscholastic athletics and marching band, if taken for credit;
4. Fees or tuition for courses taken for credit or grade during summer school;
5. Fees required for graduation ceremonies;
6. Fees for a copy of the student's records; and
7. Refundable deposits for locks or other security devices required for protection of school property when used in conjunction with courses taken for credit or a grade.

School fees are not:<sup>1</sup>

1. Fines for overdue library books;
2. Fines for the abuse of school parking privileges and other school rules developed for the safe and efficient operation of the school;
3. Charges for lost, damaged, or destroyed textbooks, library books, workbooks, or other school property;
4. Charges for debts owed the school;
5. Refundable deposits for locks or other security devices required for protection of school property when used in not-for-credit extracurricular activities;
6. Costs to participate in not-for-credit extracurricular activities, including athletics; and
7. Tuition for non-resident students.

No fee will be charged any student as a condition to attending school,<sup>2</sup> but students shall be responsible for normal school supplies, such as pencils and paper. **If the parent chooses not to pay a requested fee, the child shall not be prevented from participating in the activity or course for which the fee is being requested.**

~~School fees shall be waived for students who receive free or reduced-price school lunches.<sup>4</sup> The application for determining eligibility for free or reduced-price lunches on a form supplied by the State Department of Education shall be used to verify student eligibility for fee waivers.~~

At the beginning of the school year, each principal shall be responsible for providing to all students and their parents or guardians written notice of the required student fees and the process for fee waiver for students who receive free or reduced-price lunches. The parent or guardian of an eligible student must sign the appropriate application for free or reduced-price lunches and the waiver of school fees, but may pay for all or a portion of the school fees.

Written notice of approval or denial of request for fee waivers shall be provided to all parents or guardians. Any denial shall contain specific grounds for denial and an opportunity for the parent or guardian to meet with appropriate school personnel.

Persons collecting fees shall be provided a list containing only the names of those students eligible for waivers and for whom they are responsible for collecting fees. Any records related to this program which identify particular students shall be maintained in strictest confidence.

Prior to the beginning of school each year, the Board, upon the recommendation of the principals and Director of Schools, shall approve all student fees for the upcoming school year. Additional fees may be approved during the year as needed.

The Director of Schools shall be responsible for maintaining copies of all correspondence relating to this program.

No employee may charge a student for any service rendered on the school premises. Tutoring one's own student for pay is prohibited.

## **FINES**

Students who destroy, damage, or lose school property, including but not limited to buildings, school buses, books, equipment, and records, will be responsible for the actual cost of replacing or repairing such materials or equipment.<sup>3</sup>

The grades, grade cards, diploma or transcript of a student who is responsible for vandalism or theft or who has otherwise incurred a debt to a school may be held until the student or the student's parent/guardian has paid for the damages. When the student and parent are unable to pay the debt, the district shall provide a program of voluntary work for the minor. Upon completion of the work, the student's grades, diploma, and/or transcripts shall be released. Such sanctions shall not be imposed if the student is not at fault.<sup>4</sup>

Failure to remit the cost of replacing or repairing such materials or to make satisfactory arrangements with the administration for payment may result in suspension of the student. If payment is not remitted, the matter will be referred to the Board for final disposition.

Textbooks are available free to students as a loan. Parent(s) will accept full responsibility for the proper care, preservation, return, or replacement of textbooks issued to the student(s). The condition of each book and a book number shall be recorded by the teacher issuing it.<sup>4</sup>

The life of the book is considered to be six (6) years. Charges for lost books will be the remaining life of the book. Damage fines will be based on the wear beyond that normally expected for one year. For one year's wear, there will be no charge.

Fines may be assessed for overdue, damaged, or lost library books. In no event will the fine exceed the current cost of replacing the book.

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Legal References

1. TCA 49-2-114;
2. TCA 49-6-3001(A); TCA 49-2-110(c)
3. TCA 37-10-101 through TCA 37-10-102
4. TRR/MS 0520-1-3-.03(13)

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Cross References

- Revenues 2.400  
Textbook Selection, Distribution and Care 4.401  
Care of School Property 6.311

# Cleveland City Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term:  <b>Gifts</b>	Descriptor Code: <b>6.710</b>	Issued Date: <b>05/04/22</b>
		Rescinds: <b>JL/KHC</b>	Issued: <b>07/06/94</b>

No school funds may be used to purchase gifts, including but not limited to presents, donations, memorials, and flowers.

The solicitation and/or collection of funds from students for the purpose of providing gifts for school personnel is not permitted. Extreme discretion will be exercised by teachers in accepting student gifts.

Students will be permitted, with the approval of the principal, to exchange gifts on special occasions.

The presentation by persons outside of the school system of any gift(s) to a student must have the approval of the school principal.

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#### Cross References

Student Activity Funds Management 2.900  
Staff Gifts & Solicitations 5.605

FY23 Consolidated Application Approval for IDEA/ESEA  
School Year 2022-23

LEA # 061 LEA Name (Legal Name of Agency): Cleveland City Schools

LEA # <u>061</u>	LEA Name (Legal Name of Agency): <u>Cleveland City Schools</u>
LEA Legal Making Address	
Street Address <u>4300 Mouse Creek Rd</u>	
City <u>Cleveland</u>	State <u>TN</u> Zip <u>37312</u>

Consolidated Project begins July 1, 2022 and ends June 30, 2023.

The facts, figures, and representations made in this application, including exhibits, attachments, and assurances herein, are true and correct to the best of my knowledge.

The Board of Education has reviewed and approved this project year application for filing.  
This action is recorded in the official minutes of the Agency's Board meeting held on the date entered below:

June 2, 2022  
Board Meeting Date

\_\_\_\_\_  
Director of Schools (Signature)

\_\_\_\_\_  
Board of Education Official (Signature)

\_\_\_\_\_  
Director of Schools (Print Name)

\_\_\_\_\_  
Board of Education Official (Print Name)

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Date Signed

Cover Page

**Cleveland (061) Public District - FY 2023 - Consolidated - Rev 0 - Cover Page**

**\* LEA ID#**

00061

**LEA Name**

Cleveland City Schools

**LEA Official Address**

**Street**

4300 Mouse Creek Rd.

**City**

Cleveland

**Zip Code**

37312

**Phone**

4234729571

**LEA Website**

www.clevelandschools.org

**District Assessment Information URL**

The district assessment information URL is required per TCA § 49-6-6007.

\* The information shall include the name of the test, the purpose and use of the test, the grade or class in which the test is to be administered, the tentative date or dates on which the test will be administered and how and when parents and students will be informed of the results of the test.

<https://www.clevelandschools.org/page/assessment>

**Director of Schools**

**Name**

Dr. Russell Dyer

**Email**

rdyer@clevelandschools.org

**Phone**

423-472-9571

**ESEA Director**

**Name**

Dr. Joel Barnes

**Email**

jbarnes@clevelandschools.org

**Phone**

4234729571

**IDEA Director**

Name	Email	Phone
David Stone	dstone@clevelandschools.org	4234729571

**DUNS ID Information**

DUNS Number

044140093

Exact name as shown in DUNS Registration

Cleveland City Schools

Address Listed Under DUNS ID

4300 Mouse Creek Rd.

Main Phone # listed under DUNS


423-472-9571

Contact personnel responsible for maintaining DUNS account

Joel Barnes

**SAM.GOV Information**

SAM Registration Annual Renewal Date

11/19/2022 

Address Listed under SAM Registration Including ZIP +4 Postal Code

4300 Mouse Creek Rd. Cleveland, TN 37312-3303

UEI (Unique Entity Identification)

LAB4BVJDQ7U7

Cage Code for SAM Registration

4ZY55

Contact Personnel Name for SAM Registration

Joel Barnes

SAM Contact Email Address

jbarnes@clevelandschools.org

Backup personnel assigned for SAM registration

Teresa Gates

**Federal Funds Question**

\* Will you spend \$750,000 or more in federal funds in this fiscal year?

Yes ▼

The information provided above is accurate as of the date of submission of the consolidated funding application.

**Consolidated Project begins 7/1/2022 and ends 9/30/2023\***

\*Tydings Amendment: Section 421(b) of the General Education Provisions Act states that any funds that are not obligated at the end of the federal funding period shall remain available for an additional 12 months.

**Resources**

[Click here to open the Consolidated Funding Application Guide.](#)

Allocations

Cleveland (061) Public District - FY 2023 - Consolidated - Rev 0 - Allocations

	(1) Title I-A CFDA: 84.010A	(2) Title I-A Neglected CFDA: 84.010A	(3)	Title I-C (4)	Title I-D LEA (5) CFDA: 84.010A	Title I-D SA (6) CFDA: 84.013A	Title II-A (7) CFDA: 84.367A	Title III (8) CFDA: 84.365A	Title IV (9) CFDA: 84.424A	Title V (10) CFDA: 84.358A	ESEA Con. Admin (11)	School-wide Pool (12)	IDEA, Part B (13) CFDA: 84.027A	IDEA Preschool (14) CFDA: 84.173A	Total
Original	\$1,609,307.68	\$25,738.09		\$8,008.47	\$29,764.15	\$0.00	\$237,772.03	\$84,294.23	\$117,842.30	\$0.00	\$0.00	\$0.00	\$1,245,806.00	\$65,500.00	\$3,424,032.95
Incoming Carryover	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Outgoing Carryover	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Reallocated	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Additional	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Released	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Consortium	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Special Award	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
FER Released	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$1,609,307.68</b>	<b>\$25,738.09</b>		<b>\$8,008.47</b>	<b>\$29,764.15</b>	<b>\$0.00</b>	<b>\$237,772.03</b>	<b>\$84,294.23</b>	<b>\$117,842.30</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,245,806.00</b>	<b>\$65,500.00</b>	<b>\$3,424,032.95</b>
	(1) CFDA: 84.010A	(2) Title I-A Neglected CFDA: 84.010A	(3)	Title I-C (4)	Title I-D LEA (5) CFDA: 84.010A	Title I-D SA (6) CFDA: 84.013A	Title II-A (7) CFDA: 84.367A	Title III (8) CFDA: 84.365A	Title IV (9) CFDA: 84.424A	Title V (10) CFDA: 84.358A	ESEA Con. Admin (11)	School-wide Pool (12)	IDEA, Part B (13) CFDA: 84.027A	IDEA Preschool (14) CFDA: 84.173A	Total
From Title I-A	(\$189,079.96)										\$189,079.96	\$0.00			\$0.00
From Title I-A Neglected		(\$3,000.00)													\$3,000.00
From Title I-C				\$0.00											\$0.00
From Title I-D LEA					(\$100.00)										\$100.00
From Title II-A	Original \$0.00 Carryover \$0.00			Original \$0.00 Carryover \$0.00	Original \$0.00 Carryover \$0.00	Original \$0.00 Carryover \$0.00	Original (\$16,000.00) Carryover \$0.00	Original \$0.00 Carryover \$0.00	Original \$0.00 Carryover \$0.00	Original \$0.00 Carryover \$0.00					\$16,000.00
From Title III								(\$1,100.00)							\$1,100.00
From Title IV	Original \$11,391.43 Carryover \$0.00			Original \$0.00 Carryover \$0.00	Original \$0.00 Carryover \$0.00	Original \$0.00 Carryover \$0.00	Original \$0.00 Carryover \$0.00	Original \$0.00 Carryover \$0.00	Original (\$13,391.43) Carryover \$0.00	Original \$0.00 Carryover \$0.00					\$2,000.00
From Title V										\$0.00					\$0.00
From IDEA, Part B															\$0.00
<b>Total</b>	<b>\$1,431,619.15</b>	<b>\$22,738.09</b>		<b>\$8,008.47</b>	<b>\$29,664.15</b>	<b>\$0.00</b>	<b>\$221,772.03</b>	<b>\$83,194.23</b>	<b>\$104,450.87</b>	<b>\$0.00</b>	<b>\$211,279.96</b>	<b>\$0.00</b>	<b>\$1,245,806.00</b>	<b>\$65,500.00</b>	<b>\$3,424,032.95</b>

Budget Overview

Cleveland (061) Public District - FY 2023 - Consolidated - Rev 0 - Consolidated Admin Pool

**Indirect Cost**

Total Contributing to Indirect Cost	\$207,779.96
Indirect Cost Rate	2.27%
Maximum Allowed for Indirect Cost	\$4,611.91

Filter by Location: All - \$211,279.96 ▼

Account Number	72210 - Support Services/Regular Instruction Program	Total
<b>Line Item Number</b>		
105 - Supervisor / Director	138,182.75	138,182.75
161 - Secretary(s)	20,807.00	20,807.00
201 - Social Security	9,857.37	9,857.37
204 - State Retirement	17,809.48	17,809.48
206 - Life Insurance	144.00	144.00
207 - Medical Insurance	10,439.00	10,439.00
212 - Employer Medicare	2,305.36	2,305.36
499 - Other Supplies and Materials	2,235.00	2,235.00

Account Number	72210 - Support Services/Regular Instruction Program	Total
Line Item Number		
524 - In-Service / Staff Development	6,000.00	6,000.00
790 - Other Equipment	3,500.00	3,500.00
Total	211,279.96	211,279.96
	<b>Adjusted Allocation</b>	211,279.96
	<b>Remaining</b>	0.00

Budget Overview

Cleveland (061) Public District - FY 2023 - Consolidated - Rev 0 - Title I, Part A

**Indirect Cost**

Total Contributing to Indirect Cost | \$1,388,171.19

Indirect Cost Rate | 2.27%

Maximum Allowed for Indirect Cost | \$30,812.05

Filter by Location: All - \$1,431,619.15 ▼

Account Number	71100 - Regular Instruction Program	72130 - Other Student Support	72210 - Support Services/Regular Instruction Program	72710 - Transportation	Total
116 - Teachers	63,896.00				63,896.00
123 - Guidance Personnel		10,000.00			10,000.00
161 - Secretary(s)		5,910.00	0.00		5,910.00
162 - Clerical Personnel	0.00	10,125.00	0.00	0.00	10,125.00
163 - Educational Assistants	114,554.50		0.00		114,554.50

<b>Account Number</b>	<b>71100 - Regular Instruction Program</b>	<b>72130 - Other Student Support</b>	<b>72210 - Support Services/Regular Instruction Program</b>	<b>72710 - Transportation</b>	<b>Total</b>
<b>Line Item Number</b>					
<b>189 - Other Salaries &amp; Wages</b>	108,100.00	603,745.88	0.00	0.00	711,845.88
<b>195 - Certified Substitute Teachers</b>	19,840.00		0.00		19,840.00
<b>201 - Social Security</b>	18,996.21	39,046.42	0.00	0.00	58,042.63
<b>204 - State Retirement</b>	27,194.37	57,444.42	0.00	0.00	84,638.79
<b>206 - Life Insurance</b>	396.00	576.00	0.00	0.00	972.00
<b>207 - Medical Insurance</b>	44,269.90	63,225.40	0.00	0.00	107,495.30
<b>212 - Employer Medicare</b>	4,442.66	9,131.82	0.00	0.00	13,574.48
<b>336 - Maintenance &amp; Repair Services - Equipment</b>	22,000.00	0.00	0.00		22,000.00
<b>429 - Instructional Supplies &amp; Materials</b>	77,747.87				77,747.87
<b>499 - Other Supplies and Materials</b>	0.00	37,599.66	0.00	0.00	37,599.66
<b>524 - In-Service / Staff Development</b>		0.00	21,000.00	0.00	21,000.00
<b>599 - Other Charges</b>	12,100.00	11,277.52	0.00	5,551.56	28,929.08

Account Number	71100 - Regular Instruction Program	72210 - Support Services/Regular Instruction Program	Total
Line Item Number			
		Adjusted Allocation	22,738.09
		Remaining	0.00

Budget Overview

Cleveland (061) Public District - FY 2023 - Consolidated - Rev 0 - Title I-C

**Indirect Cost**

Total Contributing to Indirect Cost | \$0.00

Indirect Cost Rate | 2.27%

Maximum Allowed for Indirect Cost | \$0.00

Filter by Location:  ▼

Line Item Number	Account Number	Total
<b>Total</b>		0.00
	<b>Adjusted Allocation</b>	8,008.47
	<b>Remaining</b>	8,008.47

<b>Account Number</b>	<b>71100 - Regular Instruction Program</b>	<b>72130 - Other Student Support</b>	<b>72210 - Support Services/Regular Instruction Program</b>	<b>72710 - Transportation</b>	<b>Total</b>
<b>Line Item Number</b>					
<b>722 - Regular Instruction Equipment</b>	43,447.96				43,447.96
<b>Total</b>	556,985.47	848,082.12	21,000.00	5,551.56	1,431,619.15
				<b>Adjusted Allocation</b>	1,431,619.15
				<b>Remaining</b>	0.00

Budget Overview

**Cleveland (061) Public District - FY 2023 - Consolidated - Rev 0 - Title I-A Neglected**

**Indirect Cost**

Total Contributing to Indirect Cost	\$22,738.09
Indirect Cost Rate	2.27%
Maximum Allowed for Indirect Cost	\$504.69

Filter by Location:  ▼

Account Number	71100 - Regular Instruction Program	72210 - Support Services/Regular Instruction Program	Total
<b>Line Item Number</b>			
163 - Educational Assistants	16,500.00	0.00	16,500.00
201 - Social Security	1,023.00	0.00	1,023.00
212 - Employer Medicare	239.25	0.00	239.25
429 - Instructional Supplies & Materials	2,975.84		2,975.84
524 - In-Service / Staff Development		2,000.00	2,000.00
<b>Total</b>	<b>20,738.09</b>	<b>2,000.00</b>	<b>22,738.09</b>

Budget Overview

Cleveland (061) Public District - FY 2023 - Consolidated - Rev 0 - Title I-D LEA

**Indirect Cost**

Total Contributing to Indirect Cost | \$29,664.15

Indirect Cost Rate | 2.27%

Maximum Allowed for Indirect Cost | \$658.42

Filter by Location: All - \$29,664.15 ▼

Account Number	71100 - Regular Instruction Program	72130 - Other Student Support	72210 - Support Services/Regular Instruction Program	Total
<b>Line Item Number</b>				
189 - Other Salaries & Wages	0.00	20,000.00	0.00	20,000.00
201 - Social Security	0.00	1,240.00	0.00	1,240.00
204 - State Retirement	0.00	2,060.00	0.00	2,060.00
212 - Employer Medicare	0.00	290.00	0.00	290.00
429 - Instructional Supplies & Materials	4,074.15			4,074.15

<b>Account Number</b>	<b>71100 - Regular Instruction Program</b>	<b>72130 - Other Student Support</b>	<b>72210 - Support Services/Regular Instruction Program</b>	<b>Total</b>
<b>Line Item Number</b>				
<b>524 - In-Service / Staff Development</b>		0.00	2,000.00	2,000.00
<b>Total</b>	4,074.15	23,590.00	2,000.00	29,664.15
			<b>Adjusted Allocation</b>	29,664.15
			<b>Remaining</b>	0.00

Budget Overview

Cleveland (061) Public District - FY 2023 - Consolidated - Rev 0 - Title II-A

**Indirect Cost**

Total Contributing to Indirect Cost | \$221,772.03

Indirect Cost Rate | 2.27%

Maximum Allowed for Indirect Cost | \$4,922.48

Filter by Location: All - \$221,772.03 ▼

Account Number	71100 - Regular Instruction Program	72130 - Other Student Support	72210 - Support Services/Regular Instruction Program	72250 - Education Technology	Total
<b>Line Item Number</b>					
189 - Other Salaries & Wages	9,000.00	0.00	31,591.00	0.00	40,591.00
195 - Certified Substitute Teachers	0.00		7,500.00		7,500.00
201 - Social Security	558.00	0.00	2,423.64	0.00	2,981.64
204 - State Retirement	924.30	0.00	3,253.87	0.00	4,178.17
206 - Life Insurance	0.00	0.00	36.00	0.00	36.00

<b>Account Number</b>	<b>71100 - Regular Instruction Program</b>	<b>72130 - Other Student Support</b>	<b>72210 - Support Services/Regular Instruction Program</b>	<b>72250 - Education Technology</b>	<b>Total</b>
<b>Line Item Number</b>					
<b>207 - Medical Insurance</b>	0.00	0.00	6,500.00	0.00	6,500.00
<b>212 - Employer Medicare</b>	130.50	0.00	566.82	0.00	697.32
<b>308 - Consultants</b>			52,240.00	0.00	52,240.00
<b>471 - Software</b>				77,175.00	77,175.00
<b>524 - In-Service / Staff Development</b>		20,000.00	9,872.90	0.00	29,872.90
<b>Total</b>	10,612.80	20,000.00	113,984.23	77,175.00	221,772.03
				<b>Adjusted Allocation</b>	221,772.03
				<b>Remaining</b>	0.00

Budget Overview

Cleveland (061) Public District - FY 2023 - Consolidated - Rev 0 - Title III

**Indirect Cost**

Total Contributing to Indirect Cost | \$80,494.23

Indirect Cost Rate | 2.27%

Maximum Allowed for Indirect Cost | \$1,786.66

Filter by Location: All - \$83,194.23 ▼

Account Number	71100 - Regular Instruction Program	72210 - Support Services/Regular Instruction Program	Total
<b>Line Item Number</b>			
163 - Educational Assistants	36,000.00	0.00	36,000.00
189 - Other Salaries & Wages	4,200.00	0.00	4,200.00
195 - Certified Substitute Teachers	2,500.00	0.00	2,500.00
201 - Social Security	2,907.80	0.00	2,907.80
204 - State Retirement	862.68	0.00	862.68
212 - Employer Medicare	679.15	0.00	679.15

<b>Account Number</b>	<b>71100 - Regular Instruction Program</b>	<b>72210 - Support Services/Regular Instruction Program</b>	<b>Total</b>
<b>Line Item Number</b>			
<b>399 - Other Contracted Services</b>	5,000.00	0.00	5,000.00
<b>429 - Instructional Supplies &amp; Materials</b>	19,844.60		19,844.60
<b>524 - In-Service / Staff Development</b>		8,500.00	8,500.00
<b>722 - Regular Instruction Equipment</b>	2,700.00		2,700.00
<b>Total</b>	<b>74,694.23</b>	<b>8,500.00</b>	<b>83,194.23</b>
		<b>Adjusted Allocation</b>	<b>83,194.23</b>
		<b>Remaining</b>	<b>0.00</b>

Budget Overview

Cleveland (061) Public District - FY 2023 - Consolidated - Rev 0 - IDEA, Part B

**Indirect Cost**

Total Contributing to Indirect Cost \$1,245,206.00

Indirect Cost Rate 2.27%

Maximum Allowed for Indirect Cost \$27,638.77

Filter by Location: All - \$1,245,806.00

Account Number	71200 - Special Education Program	72220 - Support Services/Special Education Program	Total
<b>Line Item Number</b>			
124 - Psychological Personnel		66,228.00	66,228.00
163 - Educational Assistants	541,339.00		541,339.00
189 - Other Salaries & Wages	20,000.00	195,508.00	215,508.00
201 - Social Security	33,863.02	16,227.63	50,090.65
204 - State Retirement	93,852.04	27,557.94	121,409.98
206 - Life Insurance	2,436.00	336.00	2,772.00

<b>Account Number</b>	<b>71200 - Special Education Program</b>	<b>72220 - Support Services/Special Education Program</b>	<b>Total</b>
<b>Line Item Number</b>			
<b>207 - Medical Insurance</b>	169,945.70	26,654.60	196,600.30
<b>212 - Employer Medicare</b>	7,849.42	3,795.67	11,645.09
<b>312 - Contracts with Private Agencies</b>	30,000.00	7,412.98	37,412.98
<b>336 - Maintenance &amp; Repair Services - Equipment</b>	500.00	0.00	500.00
<b>355 - Travel</b>		500.00	500.00
<b>429 - Instructional Supplies &amp; Materials</b>	1,000.00		1,000.00
<b>499 - Other Supplies and Materials</b>	100.00	100.00	200.00
<b>725 - Special Education Equipment</b>	100.00		100.00
<b>790 - Other Equipment</b>		500.00	500.00
<b>Total</b>	<b>900,985.18</b>	<b>344,820.82</b>	<b>1,245,806.00</b>
		<b>Adjusted Allocation</b>	<b>1,245,806.00</b>
		<b>Remaining</b>	<b>0.00</b>

Budget Overview

Cleveland (061) Public District - FY 2023 - Consolidated - Rev 0 - Title IV

**Indirect Cost**

Total Contributing to Indirect Cost \$104,450.87

Indirect Cost Rate 2.27%

Maximum Allowed for Indirect Cost \$2,318.40

Filter by Location: All - \$104,450.87

Account Number	71100 - Regular Instruction Program	72130 - Other Student Support	72210 - Support Services/Regular Instruction Program	Total
<b>Line Item Number</b>				
189 - Other Salaries & Wages	28,000.00	20,000.00	0.00	48,000.00
201 - Social Security	1,736.00	1,240.00	0.00	2,976.00
204 - State Retirement	2,884.00	2,060.00	0.00	4,944.00
212 - Employer Medicare	406.00	290.00	0.00	696.00
399 - Other Contracted Services	0.00	0.00	10,000.00	10,000.00

<b>Account Number</b>	<b>71100 - Regular Instruction Program</b>	<b>72130 - Other Student Support</b>	<b>72210 - Support Services/Regular Instruction Program</b>	<b>Total</b>
<b>Line Item Number</b>				
<b>429 - Instructional Supplies &amp; Materials</b>	1,728.89			1,728.89
<b>499 - Other Supplies and Materials</b>	0.00	0.00	25,109.00	25,109.00
<b>524 - In-Service / Staff Development</b>		0.00	10,996.98	10,996.98
<b>Total</b>	<b>34,754.89</b>	<b>23,590.00</b>	<b>46,105.98</b>	<b>104,450.87</b>
			<b>Adjusted Allocation</b>	<b>104,450.87</b>
			<b>Remaining</b>	<b>0.00</b>

Budget Overview

Cleveland (061) Public District - FY 2023 - Consolidated - Rev 0 - IDEA Preschool

**Indirect Cost**

Total Contributing to Indirect Cost

Indirect Cost Rate

Maximum Allowed for Indirect Cost

Filter by Location:

Account Number	71200 - Special Education Program	Total
<b>Line Item Number</b>		
163 - Educational Assistants	42,135.00	42,135.00
201 - Social Security	2,612.37	2,612.37
204 - State Retirement	7,238.79	7,238.79
206 - Life Insurance	210.00	210.00
207 - Medical Insurance	12,392.88	12,392.88
212 - Employer Medicare	610.96	610.96
429 - Instructional Supplies & Materials	100.00	100.00

<b>Account Number</b>	<b>71200 - Special Education Program</b>	<b>Total</b>
<b>Line Item Number</b>		
499 - Other Supplies and Materials	100.00	100.00
725 - Special Education Equipment	100.00	100.00
<b>Total</b>	65,500.00	65,500.00
	<b>Adjusted Allocation</b>	65,500.00
	<b>Remaining</b>	0.00



Helping  
Students Make  
Better Choices!

**Cleveland**  
CITY SCHOOLS  
SCHOOL NUTRITION



350 Central Ave. NW Cleveland, TN 37311 ph (423) 472-9574 fax (423) 559-9477

To: Dr. Russell Dyer and members of the Cleveland City Board of Education  
From: Kathy Barry, Supervisor of School Nutrition  
Re: Bid Renewal Recommendation  
Date: June 1, 2022

The Cleveland City Schools Nutrition Department recommends the following **Bid/Renewals** for the 2022-2023 school year. All bid renewals are subject to original bid/quote specifications and conditions.

Bid	Recommended Vendor	Original Year	Years to Renew
Beverage Bid	Coke/Snapple Group	2017-2018	2018-2019 CCS does not purchase 2019-2020 2020-2021 2021-2022
Special Beverage Bid	Keurig/Dr. Pepper	2019-2020	2020-2021 CCS does not purchase 2021-2022 2022-2023 2023-2024
Bread	Bimbo Bakeries	2019-2020	2020-2021 2021-2022 2022-2023 2023-2024
Dippin Dots	KBC Distributing	2020-2021	2021-2022 Dropped from bid 2022-2023 2023-2024 2024-2025
Food/Non Food	IWC	2018-2019	2019-2020 2020-2021 2021-2022 2023-2024
Ice Cream	Mayfield	2019-2020	2020-2021 2021-2022 2022-2023 2023-2024

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. mail:  
U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
2. fax:  
(833) 256-1665 or (202) 690-7442; or
3. email:  
[program.intake@usda.gov](mailto:program.intake@usda.gov)

This institution is an equal opportunity provider.

Milk	Mayfield	2019-2020	2020-2021 2021-2022 2022-2023 2023-2024
Produce	T&T	2019-2020	2020-2021 2021-2022 2022-2023 2023-2024
Smallwares	Strategic	2019-2020	2020-2021 Dropped from 2021-2022 bid 2022-2023 2023-2024
Smart Mouth Pizza – Individual Pizza Items (Dough, Sauce, Shredded Cheese, Pepperoni, & Sausage)	Bulls Eye Brands	2019-2020	2020-2021 CCS does not 2021-2022 purchase 2022-2023 2023-2024
Software-Integrated System for Front of the House & Back of the House operations	Cybersoft/PrimeroEdge	2016-2017	2017-2018 2018-2019 2019-2020 2020-2021 2021-2022 2022-2023 2023-2024 2024-2025 2025-2026
Pizza 4 X 6 Pepperoni Thick Crust, Pizza 4 X 6 Cheese Thick Crust, Pizza - 4 X 6 Pepperoni Thin Crust, Pizza - 4 X 6 Cheese Thin Crust	Nordone Commodity Processing	2022-2023	2022-2023 2023-2024 2024-2025 2025-2026
Potato - Hash Brown Patty & Fries	Cavendish Commodity Processing	2020-2021	2021-2022 2022-2023 2023-2024 2024-2025
Fish	Highliner Commodity Processing	2017-2018	2018-2019 2019-2020 2020-2021 2021-2022

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5. fax:  
(833) 256-1665 or (202) 690-7442; or
6. email:  
[program.intake@usda.gov](mailto:program.intake@usda.gov)

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			2022-2023
Cheese- Shredded Cheddar, Shredded Mozzarella	Bongard Commodity Processing	2018-2019	2019-2020 2020-2021 2021-2022 2022-2023
Burger - Premium	Don Lee Farms Commodity Processing	2020-2021	2021-2022 2022-2023 2023-2024 2024-2025
Turkey- Roast, Franks, Oven Roasted Deli Slices, Pepperoni Slices, & Slicing Logs	Jennie-O Commodity Processing	2019-2020	2020-2021 2021-2022 2022-2023 2023-2024
Chicken- Spicy Patty	Gold Creek Farms Commodity Processing	2019-2020	2020-2021 2021-2022 2022-2023 2023-2024
Chicken- Whole Muscle Patty & Tenders	Gold Creek Commodity Processing	2018-2019	2019-2020 2020-2021 2021-2022 2022-2023

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(833) 256-1665 or (202) 690-7442; or
6. email:  
[program.intake@usda.gov](mailto:program.intake@usda.gov)

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## **DHA 2022–23 DHA Committe**

Doug Moore- DHA Hearing Officer

Cliff Eason- Permanent Member

August – Kellye Bender

September –Kellye Bender

October – David Stone

November – David Stone

December –Autumn O’Bryan

January –Autumn O”Bryan

February – Michael Kahrs

March – Michael Kahrs

April –K. Kiser

May –K. Kiser

DHA’s will be held at the Denning Center in the PD room



TO: Cleveland City School Board

FROM: Hal Taylor, Director of Operations

DATE: 5/11/22

The following list of items can be listed on GovDeals.com with your approval:

- 1996 Ford F350 Box Truck
- 1993 Ford Ranger
- 1993 GMC Work Bus
- 1986 Massey Ferguson Tractor
- 2006 Bluebird 78 passenger school bus (38)
- 2004 Thomas 78 passenger school bus (65)
- 2004 Thomas 78 passenger school bus (57)
- Spindle Sander
- Craftsman Table Saw
- Printer-Plotter
- Radial Arm Saw

Course	Course Number	Fee Type	Description	Account Code	Amount
Anatomy & Physiology 1 DE	HC915	Course Fees	Course Fees	851	15
Anatomy & Physiology 1 H	HC902	Course Fees	Course Fees	851	15
Anatomy & Physiology 2 DE	HC914	Course Fees	Course Fees	833	15
Aquatic Biology H (Scientific Research)	HA701	Course Fees	Course Fees	750	0
Art 1 Basic Drawing and Design	HA202	Course Fees	Course Fees	803	25
Art 2 Color Theory and Design	HA203	Course Fees	Course Fees	803	25
Art 3 3D Design H	HA204	Course Fees	Course Fees	803	25
Art 4/5/6 Advanced Art H	HA205	Course Fees	Course Fees	803	25
Automation & Robotics	HC628	Course Fees	Course Fees	513	15
Automotive 1	HC001	Course Fees	Course Fees	502	15
Automotive 2	HC002	Course Fees	Course Fees	502	15
Automotive 3 DE	HC005	Course Fees	Course Fees	502	20
Automotive 4	HC007	Course Fees	Course Fees	502	20
Automotive 4 DE	HC006	Course Fees	Course Fees	502	20
Aviation 1 Introduction to Aviation	HCC01	Course Fees	Course Fees	856	15
Aviation 2 Principles of Flight	HCC02G	Course Fees	Course Fees	856	15
Aviation 2 Principles of Flight DC	HCC02	Course Fees	Course Fees	856	0
Aviation 3 Advanced Flight	HCC03	Course Fees	Course Fees	856	25
Aviation 3 Advanced Flight DC	HCC03C	Course Fees	Course Fees	856	25
Biology 1	HA702	Course Fees	Course Fees	750	0
Biology 1 H	HA703	Course Fees	Course Fees	750	0
Biology 2	HA704	Course Fees	Course Fees	750	0
Biology AP	HA705	Course Fees	Course Fees	783	94
Biomedical Engineering H	HC903	Course Fees	Course Fees	851	10
Calculus AP	HA522	Course Fees	Course Fees	783	94
Chemistry 1	HA706	Course Fees	Course Fees	750	0
Chemistry 1 H	HA707	Course Fees	Course Fees	750	0
Chemistry AP	HA708	Course Fees	Course Fees	783	94
Civil Engineering & Architecture DE	HC606	Course Fees	Course Fees	515	25
Clinical Internship CAPS	HC904	Course Fees	Course Fees	833	65
Clinical Internship CAPS WBL	HC904W	Course Fees	Course Fees	833	65
Computer Science Foundations	HCE00	Course Fees	Course Fees	518	15
Computer Science Foundations DC	HCE00C	Course Fees	Course Fees	518	15
Computer Science Principles AP	HC803	Course Fees	Course Fees	783/518	109
Concert Percussion	HA103	Course Fees	Course Fees	301	50
Concert Winds	HA105	Course Fees	Course Fees	301	50
Cosmetology 1 DC	HC301	Course Fees	Course Fees	501	0
Cosmetology 2 DC	HC302	Course Fees	Course Fees	501	0
Cosmetology 3 DC	HC304	Course Fees	Course Fees	501	0
Cosmetology 4 DC	HC303	Course Fees	Course Fees	501	0
Criminal Justice 1	HC401	Course Fees	Course Fees	701	10
Criminal Justice 2	HC402	Course Fees	Course Fees	701	10
Criminal Justice 3 DC	HC403	Course Fees	Course Fees	701	0
Culinary Arts 1	HC501	Course Fees	Course Fees	853	15
Culinary Arts 2 DC	HC507	Course Fees	Course Fees	853	15
Culinary Arts 3 DC	HC505	Course Fees	Course Fees	853	25

Culinary Arts 4 DC	HC506	Course Fees	Course Fees	853	25
Culinary Arts 4 WBL	HC504W	Course Fees	Course Fees	853	25
Cybersecurity 1	HCE01	Course Fees	Course Fees	518	20
Cybersecurity 2	HCE02	Course Fees	Course Fees	518	20
Cybersecurity 2 DE	HCE02D	Course Fees	Course Fees	518	25
Diagnostic Medicine	HC920	Course Fees	Course Fees	851	15
Digital Media Production 1 DC	HC101	Course Fees	Course Fees	766	10
Digital Media Production 2 DC	HC102	Course Fees	Course Fees	507	10
Digital Media Production 3 DE	HC105	Course Fees	Course Fees	766	10
Digital Media Production 4 DE	HC106	Course Fees	Course Fees	766	10
Digital Media Production 4 H	HC107	Course Fees	Course Fees	766	10
Ebony & Ivory Choir Fall	HA303	Course Fees	Course Fees	402	50
Ebony & Ivory Choir Spring	HA304	Course Fees	Course Fees	402	50
Emergency Medical Service	HC916	Course Fees	Course Fees	799	10
Emergency Medical Service DE	HC913	Course Fees	Course Fees	833	10
Engineering Design & Dev CAPS WBL	HC613W	Course Fees	Course Fees	515	25
Engineering Design & Development	HC613G	Course Fees	Course Fees	513	15
Engineering Design & Development DE	HC627	Course Fees	Course Fees	515	15
Engineering Design & Development H	HC613	Course Fees	Course Fees	513	15
English 3 AP Language & Composition	HA006	Course Fees	Course Fees	783	94
English 4 AP Literature & Composition	HA008	Course Fees	Course Fees	783	94
Environmental Science	HA711	Course Fees	Course Fees	750	0
Environmental Science AP	HA712	Course Fees	Course Fees	783	94
European History AP	HA830	Course Fees	Course Fees	783	94
Exercise Science	HC921	Course Fees	Course Fees		15
French 4 AP Language & Culture	HAA17	Course Fees	Course Fees	783	94
German 4 AP Language & Culture	HAA14	Course Fees	Course Fees	783	94
Health Science Education	HC901	Course Fees	Course Fees	799	10
Human Geography AP	HA813	Course Fees	Course Fees	783	94
Introduction to Engineering Design DC	HC601	Course Fees	Course Fees	515	10
JROTC 1	HA617	Course Fees	Course Fees	598	40
JROTC 2	HA618	Course Fees	Course Fees	598	40
JROTC 3	HA619	Course Fees	Course Fees	598	40
JROTC 4	HA620	Course Fees	Course Fees	598	40
JROTC Fall	HA621	Course Fees	Course Fees	598	40
JROTC Spring	HA622	Course Fees	Course Fees	598	40
Lifetime Fitness	HA605	Course Fees	Course Fees	755	15
Macroeconomics AP	HA833	Course Fees	Course Fees	780	94
Marching Percussion	HA101	Course Fees	Course Fees	301	499
Marching Winds	HA102	Course Fees	Course Fees	301	499
Medical Therapeutics	HC918	Course Fees	Course Fees	833	10
Physical Education 1 (1/2 credit)	HA606	Course Fees	Course Fees	755	0
Physical Science	HA713	Course Fees	Course Fees	750	0
Physics	HA715	Course Fees	Course Fees	750	0
Physics 1 AP	HA716	Course Fees	Course Fees	783	94
Physics 2 AP	HA717	Course Fees	Course Fees		94
Principles of Engineering	HC629	Course Fees	Course Fees		15

Principles of Engineering DC	HC629C	Course Fees	Course Fees	515	15
Principles of Engineering DE	HC630	Course Fees	Course Fees	515	15
Psychology AP	HA817	Course Fees	Course Fees	780	94
Renaissance Choir Fall	HA307	Course Fees	Course Fees	403	350
Renaissance Choir Spring	HA308	Course Fees	Course Fees	403	350
School-Based Enterprise WBL	HC802	Course Fees	Course Fees	513	0
Silhouettes Choir Fall	HA309	Course Fees	Course Fees	402	50
Silhouettes Choir Spring	HA310	Course Fees	Course Fees	402	50
Spanish 4 AP/H Language & Culture	HAA15	Course Fees	Course Fees	783	94
Spanish 6 AP/H Literature & Culture	HAA16	Course Fees	Course Fees	783	94
Sports Medicine	HC917	Course Fees	Course Fees	798	10
Sports Medicine CAPS WBL	HC910	Course Fees	Course Fees	798	25
Statistics AP	HA515	Course Fees	Course Fees	783	94
Survey of Fine Arts	HA201	Course Fees	Course Fees	803	15
Team Sports	HA607	Course Fees	Course Fees	755	15
Theatre Arts 2	HA021	Course Fees	Course Fees	430	25
Theatre Arts 3	HA026	Course Fees	Course Fees	430	25
Theatre Arts 4	HA028	Course Fees	Course Fees	420	25
U.S. History AP	HA826	Course Fees	Course Fees	783	94
Weight Training for Athletes (Females)	HA616	Course Fees	Course Fees	755	15
Weight Training for Athletes (Males)	HA615	Course Fees	Course Fees	755	15
Wellness (Females)	HA611	Course Fees	Course Fees	755	15
Wellness (Males)	HA613	Course Fees	Course Fees	755	15
Wellness Weights (Females)	HA609	Course Fees	Course Fees	755	15
Wellness Weights (Males)	HA614	Course Fees	Course Fees	755	15
Civil Engineering and Architecture DC					25
Introduction to Business and Marketing					10
Business Communication					10
Business Management					10
Colorguard					499
Sports Med WBL					25
*Sports Med & Rehab WBL					25
School Fee					50
Technology Usage Fee					40
Parking					50
VIP Parking					100

## **STUDENT FEES**

Student fees for certain supplies needed for instruction in our schools have been approved by the Cleveland City Board of Education. This funding provides items that are necessary to make your students' learning experiences the best that they can be.

We do want to make you aware that the Tennessee Law regarding school fees states the following: "School systems may request but not require payment of school fees. No fees may be required of any student...as a condition to attending the public school, or using its equipment while receiving education training."

We appreciate the additional monetary support from all of our families, but any such support you give for a class is a gift to the schools, not a required payment. We thank you for being partners with the schools in this effort.



# CHS STEM



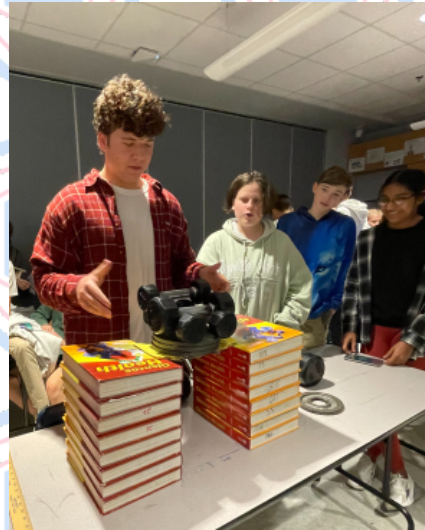
TENNESSEE STEM SCHOOL DESIGNATION

Cleveland High School

2020-2025



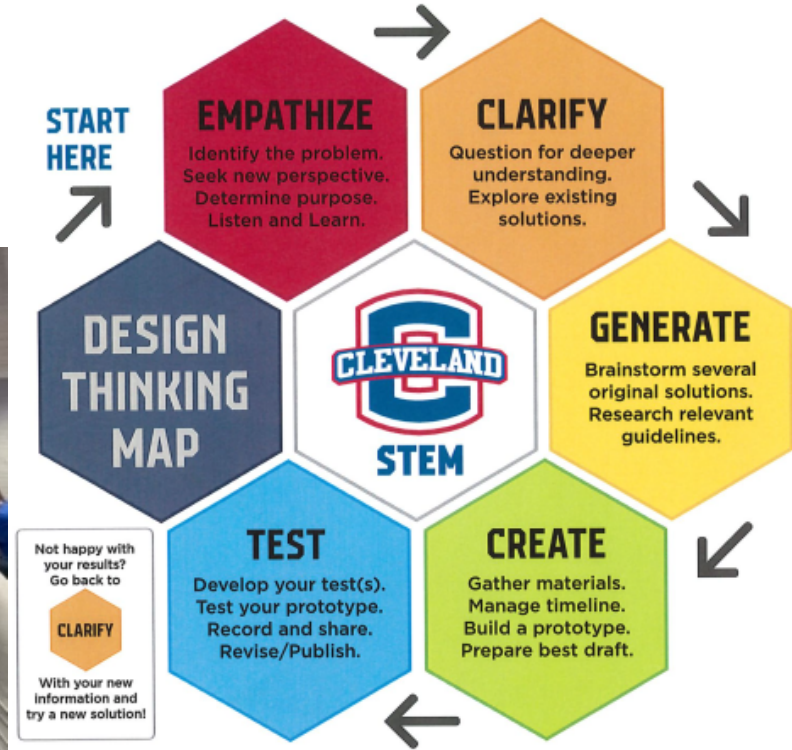
TN STEM Designation





# CHS STEM

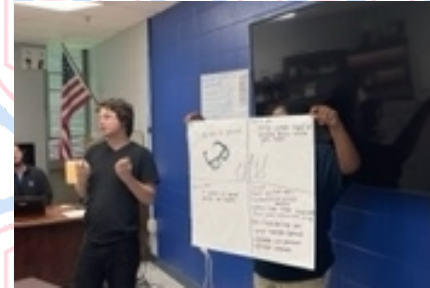
- STEM Mindset





# CHS STEM

- 2021-22 Design Thinking Challenge





# Cleveland

H I G H S C H O O L



[CLEVELANDSCHOOLS.ORG](http://CLEVELANDSCHOOLS.ORG)

## Capturing Kids Hearts

- Created FX we used for the last four years
- Wanted to expand whole school and are looking to adopt an approach where we can incorporate this program in a similar manner across all grade levels.



## CKH A-Team

November 5, 2019 Team Meeting

- Affirmation (A-Team) created Monthly notes and gifts/Dress up days
- Blue Light Special Carts
- E.X.C.E.L. Teachers of the Month
- Other groups celebrated (bus drivers, cafeteria workers, SROs, parent night)

**YOU ARE HANDS DOWN  
THE BEST TEACHER  
AROUND**

Wishing you the happiest Christmas!

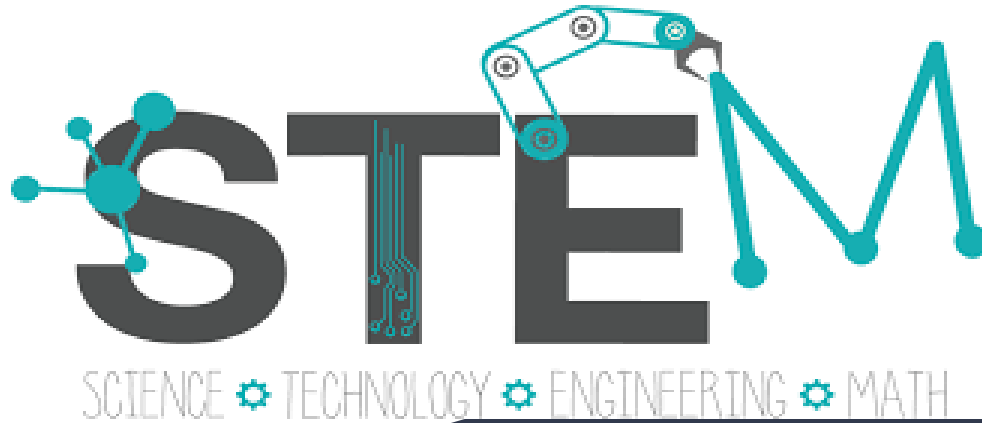


THANK YOU FOR  
YOUR  
INVOLVE-MINT  
AND  
COMMIT-MINT  
IN OUR STUDENT'S  
EDUCATION

The image shows the exterior of Cleveland High School during a sunset. The building features a mix of brick and light-colored panels. A large window on the left reflects the sky. The school's name is printed on a light panel. In the foreground, there are several evergreen trees. In the background, a blue sky with orange and yellow clouds is visible, along with a blue-roofed building and a few people.

CLEVELAND  
HIGH  
SCHOOL

# Blythe-Bower



# Why STEM

STEM Jobs are the future  
of our economy!

## According to Forbes:

- The workforce of the future will be distributed and transboundary.
- As the adoption of digitalization accelerates, the workforce of the future will be harmonized with technology.
- A key change in the job market will be a shift from technical skills to creative ones.
- Forbes identifies the following top five skills for the workforce of 2025:
  - Analytical thinking and innovation.
  - Active learning and learning strategies.
  - Complex problem-solving.
  - Critical thinking and analysis.
  - Creativity, originality and initiative.



TEAM  
Evaluation  
Rubric

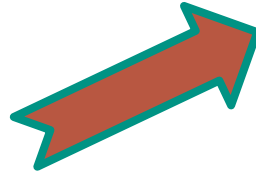
21 Century  
Learning  
Skills

# Why STEM con't?

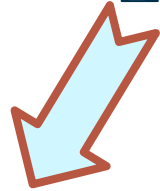
**State Level  
STEM Network**



**District Level  
Five Year Plan**



**School Level  
Yearly  
Improvement  
Plans**

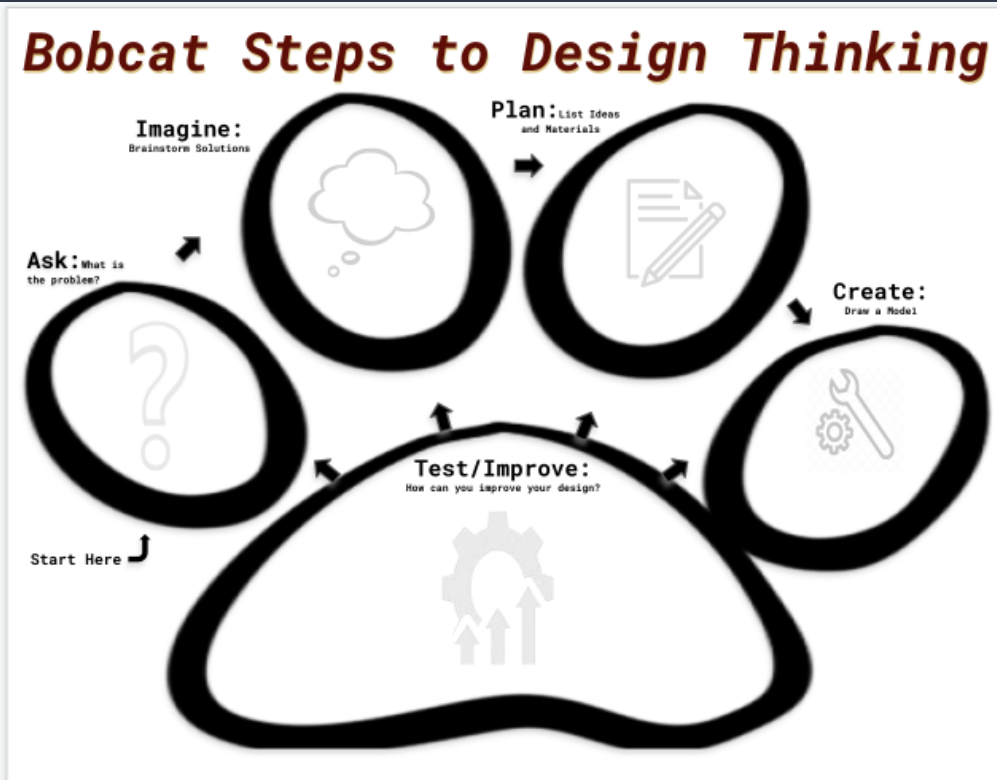


**STUDENT GROWTH**

	7:00	8:00	9:00	10:00	11:00	12:00	1:00	2:00		
<b>KINDERGARTEN</b>	HR	WW/2S	CKLA (90)	Lunch/Recess	CKLA (30) stations (15)	Specials (50)	RISE (45)	Math (60)	STEM	Dismissal
<b>FIRST</b>	HR	WW/2S	CKLA (90)	Recess/Lunch	CKLA (30) Stations (15)	RISE (45)	Specials (50)	Math (60)	STEM	Dismissal
<b>SECOND</b>	HR	WW/2S	CKLA (100)	Recess/Lunch	RISE (45)	CKLA (20)	Math (75)	Specials (50)	STEM	Dismissal
<b>THIRD</b>	HR	WW/2S	CKLA (60)	RISE (45)	Specials (50)	Lunch/Recess	Math (90)	CKLA (60)	STEM	Dismissal
<b>FOURTH</b>	HR	WW/2S	Core A (65)	Specials (50)	RISE (45)	Core A (25)	Lunch/Recess	Core B (90)	SC/SS/STEM	Dismissal
<b>FIFTH</b>	HR	Writers Workshop	Specials (50)	Core A (90)	Core B (45)	Lunch/Recess	Core B (45)	RISE (45)	SC/SS/STEM	Dismissal

2021-2022 STEM in the Master Schedule and the addition of a STEM Coordinator

# Bobcat STEPS to Design Thinking using STEM





Toxic Popcorn



Math/engineering



Toxic Popcorn

Owning the Learning.

# Student Engagement



**Bobcat News - TECH  
Enrichment (News Ch. 9)**



**School-wide greenhouse**



**Kindergarten Service Project -  
Comfort bags**

# THE STEM LAB



# WE are STEM Designated!!



## Next Steps:

- \*5 year plan
- \* \$30,000 (activities, PD, field trips, materials, etc.)
- \* PD + Model School
- \*STEM Leadership TEAM to include more community members and students
- \*Evaluation of student achievement and growth



**STUART**

ELEMENTARY

*Love • Learn • Lead*

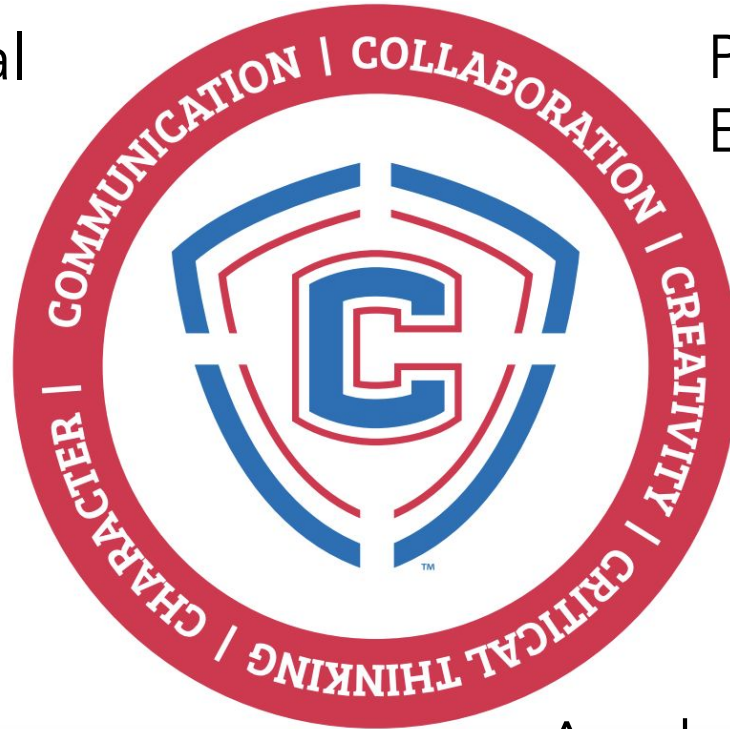
Capturing Kids Hearts  
National Showcase School

2021.22

# Stuart's Whole Child Approach

Social/Emotional  
Learning &  
Behavioral  
Supports

Community  
Outreach



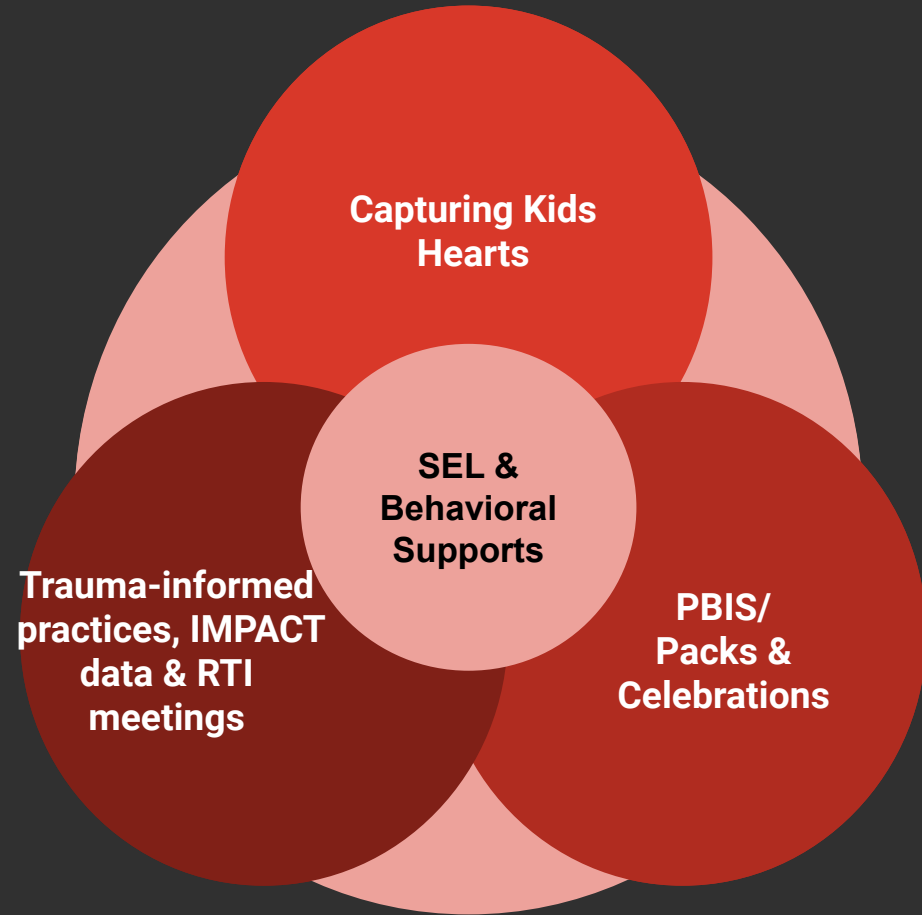
Physical & Health  
Education

Arts Education &  
Exploration

Academics

# SEL & Behavioral Supports Model at Stuart

2021.22



# Capturing Kids' Hearts Data 2021.21

## Overall Survey Results: School Leader, Staff & Students

Areas in **green** indicate we exceeded the NSS average

Indicator	Stuart	NSS Target
Overall Implementation	3.5	3.4
Leader Implementation	4.6	3.5
Teacher Implementation	3.4	3.4
Teacher/Staff Culture & Climate	4.6	3.6
Students	3.8	3.3

# CKH Implementation Survey Highlights:

- Staff: Greeting students at the door = 4.8 (NSS 4.0)
- Staff: Follow-up questions to “Good Things” = 4.3 (NSS 3.7)
- Staff: Creation and use of Social Contracts = 4.0 (NSS 3.6)
- Staff members look for ways to build each other up = 4.5 (NSS 3.5)
- Staff: I feel like I belong in this school = 4.4 (NSS 3.6)
- Staff: Generally, I feel safe in my school = 4.7 (NSS 3.7)
- Staff: I believe good relationships with our students is important to their success = 4.9 (NSS 3.9)
- Students: My teachers care about me = 4.7 (NSS 3.8)
- Students: I like coming to school most days = 3.8 (NSS 3.2)
- Students: My teachers encourage me to be the best I can be = 4.6 (NSS 3.8)

# Tier 1: Behavioral Supports & Interventions

- Trauma-Informed School Designation via TDOE
- Morning Meetings
  - School-wide
  - All staff involved in morning meetings (use non-HR teachers for video interviews)
  - 15 minutes, daily
  - Using Capturing Kids Hearts Curriculum Lessons (5 parts, one per day)
  - EXCEL model (Engage, Explore, Communicate, Empower, Launch)
- School-wide Packs, Monthly Celebrations & Bulldog Store (Goal-based rewards funded via BEST partners)
- School Counseling Lessons
- Calming Corners, school-wide
- Student of the Month, Morning Announcements and Lessons, aligned to CKH word of the month (i.e. May=Integrity “Be Leadworthy”)

## Tier 2: Behavioral Supports & Interventions

- SSRS-IE Screener to identify Tier 2 & 3 students  
(*Student Risk Screening Scale for Internalizing and Externalizing Behaviors*)
  - Externalizing behaviors- overly talkative, yelling out, physical actions, etc.
  - Internalizing behaviors- shy, withdrawn, depressed, etc.
- RTI Impact Data Meetings
- Small Group Counseling Sessions
- Trauma-Informed Practices Support from Alicia Kahrs & TIP Team Trainings
- Support-Team Meetings with Parents and School Staff
- Social Worker Intervention

# Tier 3: Behavioral Supports & Interventions

- SSRS-IE Screener to identify Tier 2 & 3 students  
(*Student Risk Screening Scale for Internalizing and Externalizing Behaviors*)
  - Externalizing behaviors- overly talkative, yelling out, physical actions, etc.
  - Internalizing behaviors- shy, withdrawn, depressed, etc.
- RTI Impact Data Meetings
- Trauma-Informed Practices Support from Alicia Kahrs & TIP Team Trainings
- Support-Team Meetings with Parents and School Staff
- Social Worker Intervention

## Layered Supports:

- Individual Counseling Sessions
- Check-in/Check-out Connections

# Communications Audit Proposal

June 2, 2022

# National Schools Public Relations Association (NSPRA)

- NSPRA was established in 1935 and its goal is to develop professionals to communicate strategically, build trust, and foster positive relationships in support of their school communities.
- NSPRA started conducting communication audits in the 1980s and they've worked with hundreds of school districts and education agencies.
- They propose to work with our system to do the following: A. Provide an independent review of our overall communication program; B. Make the most of our communications budget by assessing the effectiveness of current strategies; C. Identify strengths, weaknesses, and gaps; and, D. Recommend proven, cost effective tactics for achieving our communication goals.

# The NSPRA Process

- The NSPRA Communication Audit uses a basic building block of public relations practice—listening—to evaluate and make recommendations for your communication program.
- A communication audit will uncover any communication gaps that exist and help identify important factors affecting the effectiveness of your overall communication program, including:
  - Current perceptions about the image of your district and schools;
  - Parent, community and staff members' issues, concerns and information wants;
  - Current communication, marketing and engagement efforts;
  - Short- and long-term communication goals and priorities;
  - Key messages to be emphasized;
  - New communication, marketing, branding and engagement strategies that are warranted;
  - Communication organization and staffing needs; and
  - A baseline for evaluating the effectiveness of your overall communication program
- The NSPRA Communication Audit process typically takes 16-17 weeks from the signing of a contract to the delivery of a draft report.



# Phases of the Work

Phase One: Preparing for a Successful Audit Process: conversations, gathering information, developing focus group questions, etc.

Phase Two: Analyzing your Current Communication Program: School Communication Performance Evaluation (SCoPE Survey), District Materials Review (print/digital, policy review, analytics, organizational charts, budget, etc.)

Phase Three: Listening to your Key Stakeholders: Up to 10 Focus Groups - 8 to 12 participants in each made consisting of various and diverse stakeholders.

Phase Four: Developing Recommendations for a Strategic Communication Program - The NSPRA Communication Audit Report will address the effectiveness of your district's current communication, public relations, marketing and engagement efforts, and provide targeted recommendations that cover topics

# Our Communications Investment

- The cost for **Cleveland City Schools** for an NSPRA Communication Audit with up to 10 focus groups is \$20,350, which includes the base fee for one auditor and the enrollment-based fee for a SCoPE Survey, plus expenses if applicable. Optional services are available for additional fees as described include in person or virtual reporting to the Board of Education when the final audit report is completed.



Cleveland

CITY SCHOOLS

Educate.Innovate.Elevate.



# Engaged Workforce

June 2022 Update

## Current Engaged Workforce Strategic Plan Board Goal:

Provide a diverse, high quality education staff in our schools.

# Accomplishments:

1. Increased social media use in recruiting.
2. Changed recruiting and documentation to engage more minority candidates.
3. Created a staff diversity advisory committee.
4. Developed a teacher pipeline for current students to enter the teaching profession.
5. Developed district core values/beliefs.

# 2021-2022 District Diversity Advisory Committee

Prisavia Croft-Principal

Kim Bradford-Assistant Principal

Chris Alvarez-Teacher

Rodney Broadnax-Teacher

Michele Adsit-Administrative Assistant/AOB

Ben Garcia-Paraprofessional/Technology

Valerie Mack-Maintenance/Transportation

# Future Needs:

1. Additional staff training
2. Add representative from Food Service
3. Additional work with Primary Partners (Lee University and UTC)
4. Additional work on paraprofessional to teacher pipeline options
5. Additional work on district core values/marketing

# Primary Diversity Goal to State Board of Education

**In 2022-2023, Cleveland City Schools will implement strategies to recruit and retain employees more reflective of the district's student population.**

## Primary Strategies

1. In 2022-2023, Cleveland City Schools Employee Diversity Committee will meet bi-monthly to discuss employee diversity concerns and local strategies to recruit faculty and staff reflective of the district's student population.
2. In 2022-2023, Cleveland City Schools will collaborate with Lee University and the University of Tennessee Chattanooga to increase the diversity of the Cleveland City Schools' educator candidate pool.

# Proposed Strategic Plan Change:

Current:

Provide a diverse, high quality education staff in our schools.

Proposed:

Provide a diverse, high quality staff across our district.

# Cleveland City Schools Disclosed Applicant Stats

## July 1, 2020 to June 30, 2021 (2593 Applicants)

African American/Black: 4.9%

American Indian: 0.27%

Asian: 0.96%

Hawaiian/Pacific Islander: 0.15%

Hispanic: 4.3%

Two or More Races: 2.1%

White: 87.0%

## July 1, 2021 to May 31, 2022 (2348 Applicants)

African American/Black: 7.0%

American Indian: 0.43%

Asian: 1.1%

Hawaiian/Pacific Islander: 0.2%

Hispanic: 5.2%

Two or More Races: 1.5%

White: 84.5%

# State of Tennessee EPP Stats (3 Year Cohort)

African American/Black: 9.2%

Asian: 1.2%

Hawaiian/Pacific Islander: 0.1%

Hispanic: 3.7%

Two or More Races: 1.7%

White: 84.1%

N-Size (9,305)

# Cleveland City Board of Education

Monitoring: <b>Review: Annually, in March</b>	Descriptor Term: <b>Interference/Disruption of School Activities</b>	Descriptor Code: <b>6.306</b>	Issued Date: <b>06/02/22</b>
		Rescinds:	Issued:

1 ~~The staff is authorized to take reasonable measures to establish appropriate school behavior. Any~~  
2 ~~professional employee shall have the authority to control the conduct of any student while under the~~  
3 ~~supervision of the school system.<sup>1</sup> This authority shall extend to all activities of the school, including all~~  
4 ~~games and public performances of athletic teams and other school groups, trips, excursions and all other~~  
5 ~~activities under school sponsorship and direction.~~

6 ~~Such measures may include the use of reasonable force to restrain or correct students and maintain order.~~

7 ~~A student shall not use violence, force, noise, coercion, threat, intimidation, fear, passive resistance or~~  
8 ~~any other conduct which causes the disruption, interference or obstruction of any school purpose while~~  
9 ~~on school property, in school vehicles or buses, or at any school sponsored activity, function or event,~~  
10 ~~whether on or off campus. Neither shall s/he urge other students to engage in such conduct.~~

11 ~~Harassment, intimidation and other conduct that may be considered "bullying" will not be tolerated.~~  
12 ~~Students shall not engage in conduct that has the effect of unreasonably interfering with another student's~~  
13 ~~academic development or that creates a hostile or offensive learning environment.~~

14 ~~A student found guilty of misbehavior may receive punishment ranging from verbal reprimand to~~  
15 ~~suspension and/or expulsion dependent on the severity of the offense and the offender's prior record.<sup>2</sup>~~

## 16 *General*

17 ~~A student shall not engage in conduct which causes the disruption or interference with the operation of~~  
18 ~~the school while on school property, in school vehicles or buses, or at school-sponsored events,~~  
19 ~~whether on or off campus. The student shall not urge other students to engage in such conduct.~~

20 ~~Employees are authorized to take reasonable measures to establish appropriate school behavior and~~  
21 ~~have the authority to control the conduct of any student while under the supervision of the school~~  
22 ~~district.<sup>1</sup>~~

23 ~~A student may receive disciplinary action ranging from verbal reprimand to suspension and/or expulsion~~  
24 ~~depending on the severity of the offense and the student's prior record.<sup>2</sup>~~

## 25 **REMOVAL OF STUDENT<sup>3</sup>**

26 ~~If a student repeatedly or substantially interferes with the learning environment, the teacher may~~  
27 ~~submit a written request along with the required documentation to the principal/designee to remove the~~  
28 ~~student from the teacher's classroom. The student will be given notice of the rationale for the request~~  
29 ~~as well as the opportunity to offer an explanation.~~

1 The principal/designee will investigate the request and make a decision regarding the student's  
2 placement. The principal will notify the teacher as to his/her decision.

3 If a teacher abuses or overuses the student removal process, the principal/designee shall address the  
4 abuse or overuse with the teacher and may require the teacher to complete additional professional  
5 development to improve the teacher's classroom management skills.

6 *Appeal Process*

7 If the teacher's request for removal is denied, he/she may file an appeal with the Director of  
8 Schools/designee. He/she will review the teacher's request for removal as well as the decision of the  
9 principal/designee and make a determination as to the student's placement.

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Legal References

1. TCA 49-6-4102
2. TCA 49-6-3401
3. Public Acts of 2021, Chapter No. 77

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Cross References

- Code of Conduct 6.300
- Suspension 6.316
- Safe Relocation of Students 6.4081

# Cleveland City Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term: <b>Student Social Events</b>	Descriptor Code: <b>6.705</b>	Issued Date: <b>06/02/22</b>
		Rescinds: <b>JHD</b>	Issued: <b>07/06/94</b>

1 Events which enhance social development may be conducted by schools but must not interfere with the  
2 scholastic program in any school.

3 Student organizations may sponsor social events which are planned under the guidance of club  
4 sponsors or school administrators, scheduled well in advance, and serve to complement the curricular  
5 program. Minimal admission fees may be charged to defray costs.

6 Social events scheduled for out-of-school hours shall be approved by the principal. Activities  
7 scheduled outside of the system must be approved by the Director of Schools/~~designee. and/or the~~  
8 ~~Board.~~

9 Annual school proms have approval of the Board and adequate supervision must be secured.

10 ~~Two parties per school term shall be the maximum permitted to the elementary schools. If held, these~~  
11 ~~parties shall be at Christmas and St. Valentine's Day. Birthday parties for individuals shall be excluded.~~

12

13

14

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16

17

18

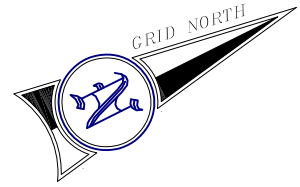
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Cross References

Student Fees and Fines 6.709

# BRADLEY COUNTY, TENNESSEE

## 4th DISTRICT



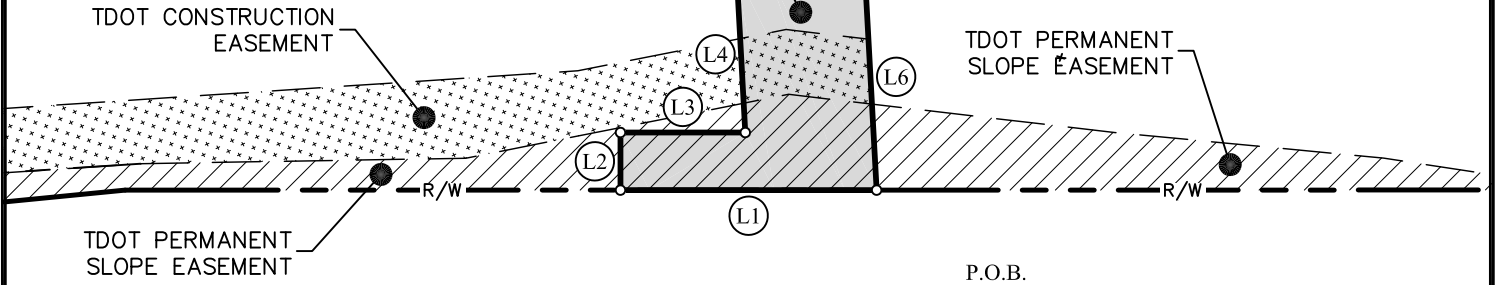
N/F  
 THE CITY OF CLEVELAND  
 D.B. 6, PG. 182  
 PARCEL: 033 112 00 000

N/F  
 PARCEL: 0330 B 020 00 000

N/F  
 PARCEL: 0330 B 021 00 000

Parcel Line Table		
LINE #	BEARING	LENGTH
L1	S26° 32' 13"W	40.03'
L2	N63° 27' 47"W	9.00'
L3	N26° 32' 13"E	19.51'
L4	N66° 35' 35"W	24.89'
L5	N23° 24' 25"E	20.00'
L6	S66° 35' 35"E	35.00'

CHATTANOOGA GAS  
 PERMANENT EASEMENT  
 867 SQUARE FEET  
 0.020 ACRE

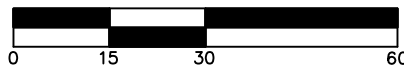


GEORGETOWN ROAD NW

### LEGEND

PROPERTY LINE  
 RIGHT-OF-WAY

### GRAPHIC SCALE



**EXHIBIT 'A'**

1	REVISE EASEMENT	5/10/2022	<b>Atlanta Gas Light</b> PROPOSED PERMANENT EASEMENT CROSSING <b>THE CITY OF CLEVELAND</b>	DRAWN: K.P.
2				SCALE: 1" = 30'
3				DATE: 5/3/2022
4				CHECKED: R.S.
NO.	REVISION	DATE	BRADLEY COUNTY	TENNESSEE

**1.AGL 1811072**

Return To:  
Phoenix Consulting Services, Inc.  
250 Ryan Ln  
Covington, GA. 30014

Name/Address of Grantee: / Send Tax Bills to:  
CHATTANOOGA GAS COMPANY  
2207 Olan Mills Drive  
Chattanooga, Tennessee 37421

Tax Map & Parcel #: 033 112.00 000

### **EASEMENT FOR GAS REGULATOR STATION**

FOR AND IN CONSIDERATION of One Dollar (\$10.00) cash in hand paid, receipt of which is hereby acknowledged, and other good and valuable considerations, **THE CITY OF CLEVELAND, TENNESSEE, FOR THE USE AND BENEFIT OF THE BOARD OF EDUCATION**, hereinafter referred to as "Grantor", does hereby grant, give, transfer and convey unto **CHATTANOOGA GAS COMPANY**, 2207 Olan Mills Drive, City of Chattanooga, Hamilton County, State of Tennessee (hereinafter referred to as "Grantee"), its successors and assigns, the right to construct, install, maintain, inspect, operate, repair, replace, change or remove gas regulator station or stations, including, without limitation, regulators, heaters, pipe line gate valve or valves with any by-passes, cross-overs, scraper traps, gas main or mains and other appurtances and equipment used in connection therewith or incidental hereto, or any part thereof, a permanent easement and right-of-way, under and over a tract or parcel of land owned by the Grantor, further described as follows:

In the 4th Civil District, Bradley County, Tennessee, said easement granted to Grantee being more particularly described on Exhibit "A" attached and made a part hereto.

In further consideration of said grant it is hereby agreed that Grantee, its successors and assigns, agents and contractors, shall have the right to do whatever may be requisite for the enjoyment of the rights granted herein, including ingress and egress to and from said tract of land, for the purpose of constructing, maintaining, inspecting, repairing, renewing and changing the size of said gas main or mains, gas regulator station or stations and appurtances, in the approximate location as shown on Exhibit "A".

(FOR PRIOR TITLE), see deed recorded in Book 006, Page 182 in the Register's Office of Bradley County, Tennessee.

TO HAVE AND TO HOLD SAID easement and right of way unto CHATTANOOGA GAS COMPANY, its successors and assigns forever.

[Signatures on the following pages]

IN WITNESS WHEREOF, Grantor has executed this instrument this \_\_\_\_\_  
day of \_\_\_\_\_, 2022.

**GRANTOR: THE CITY OF CLEVELAND, TENNESSEE,  
FOR THE USE AND BENEFIT OF THE BOARD OF EDUCATION**

By: \_\_\_\_\_  
Signature

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

**STATE OF TENNESSEE**

**COUNTY OF BRADLEY**

Before me, \_\_\_\_\_, a Notary Public in and for  
the State and County aforesaid, personally appeared \_\_\_\_\_ and  
\_\_\_\_\_, with who(m) I am personally acquainted and who(m),  
upon oath, acknowledged themselves to be the within named bargainer, and that they as such  
executed the foregoing instrument for the purposes therein contained, by signing by himself or  
herself.

WITNESS my hand and official seal at office in Chattanooga, Tennessee, this \_\_\_\_\_  
day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

(NOTARY STAMP OR SEAL)

**STATE OF**

**COUNTY OF**

I hereby swear or affirm that the actual consideration for this transfer or value of the easement rights transferred, whichever is greater, is Ten Dollars (\$10.00), which amount is equal to or greater than the amount which the property transferred would command at a fair and voluntary sale.

**CHATTANOOGA GAS COMPANY**

By: \_\_\_\_\_  
Signature

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Sworn to me and subscribed before me

this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_



OFFER LETTER

May 4, 2022

**RE: AGL 1811072 Bradley County CHP 86**

**City of Cleveland Tennessee  
800 Lee Hwy  
Cleveland, TN. 37364-1519**

**Parcel ID# 033 112.00 000 - Bradley County, Tennessee**

Dear Mr. Taylor,

Chattanooga Gas Company (CGC) is proposing to improve our infrastructure to better serve the communities in Bradley County, Tennessee with the installation of a new Regulator Station in the Georgetown Road Area to replace the existing underground Regulator Station. The preferred location for the proposed Permanent Easement is a parcel of land owned by **The City Of Cleveland, Tennessee, For The Use And Benefit Of The Board Of Education**, Tax Parcel 033 112.00 000 according to Bradley County records.

To make this project possible a Permanent Easement – 788 square feet (0.018 acres) as shown on attached Exhibit “A”. CGC is offering **\$10,000.00** for the easement(s) as mentioned above.

Phoenix Consulting Services, Inc. has engaged with CGC to acquire the necessary easements and easement rights. Our Right of Way Agent, Tom Scruggs, representing CGC, is authorized to explain this and discuss the full effect of the purchase, the easement(s) and your rights, as provided by law. You may reach me at 678-951-3541 or [tlcruggs@phocon.biz](mailto:tlcruggs@phocon.biz).

If you agree to the terms expressed herein, please sign below. This document will be forwarded to CGC to process the check request. Upon my receipt, I will meet with you to sign the easement agreement and deliver the check.

Yours very truly,

Tom Scruggs  
Phoenix Consulting Services, Inc.  
Contractor for Chattanooga Gas Company

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Witness**

\_\_\_\_\_  
**Print Name & Telephone Number**

**\*Disclaimer: CGC reserves the right of final review and approval of the said agreement before the acceptance and disbursement of funds.**

\_\_\_\_\_  
**Landowner Initials**

**Board Meeting@ 530 PM**

Monday, August 15, 2022

Tuesday, September 6, 2022

Monday, October 10, 2022

Monday, November 7, 2022

Monday, December 5, 2022

Monday, January 9, 2023

Monday, February 6, 2023

Monday, March 13, 2023

Monday, April 3, 2023

Monday, May 1, 2023

Thursday, June 1, 2023 \*this meeting will be at 2pm\*

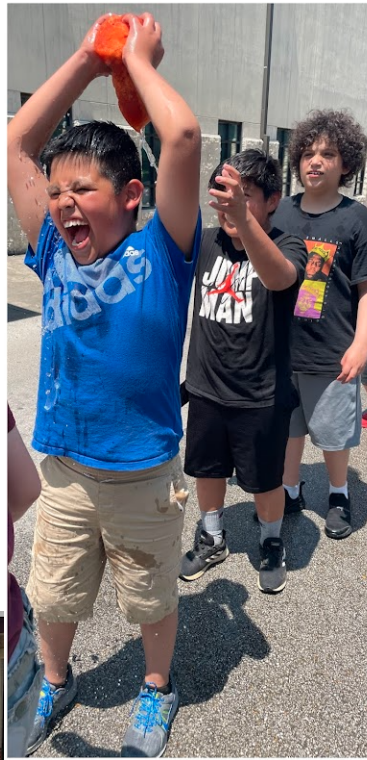
# School Highlights

For

## Mayfield Elementary – June 2022



## Field Day



Success!! The goal of field day is for students to enjoy a day of outdoor events, friendly competition in a safe environment and this year's field day fits the bill. The weather was great and students enjoyed races and relays, some of which involved water. Thanks to Coach Geyer for once again providing a variety of well planned stations. Thanks as well to all staff helped make this a great day for our students.

---

## CCS track meet

Congratulations to our 5th grade boys and girls who participated in the district wide track meet. The annual Janice White Memorial event took place at CMS and both of our teams won 2nd place overall.



---

## Beta Club Banquet



It was a lovely evening at Johnston Woods as members of the Mayfield Beta Club were officially inducted into the National Beta organization. Qualifications for membership are based on good grades and good behavior and these students easily made the cut.

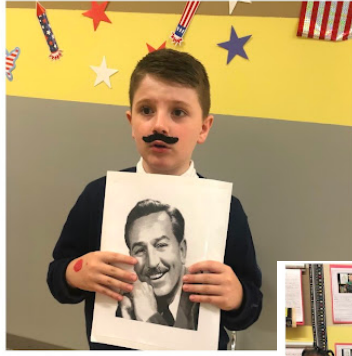


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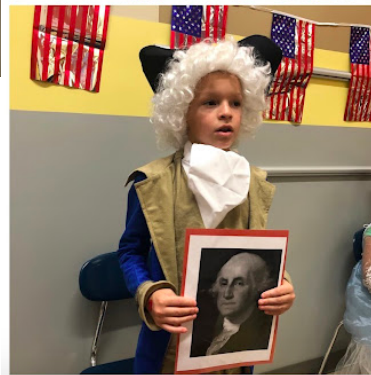
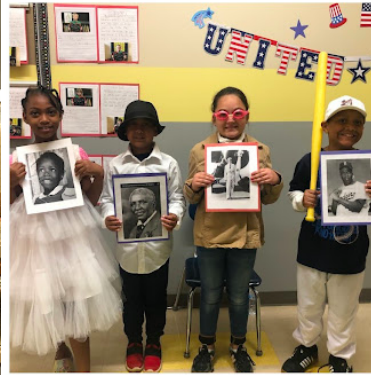
## Joshua Gary Art Display

Congratulations to Joshua Gary whose artwork has been selected for display to the community. The BCPEF ArtSmart program selects four pieces of art and they will be displayed on a billboard at the corner of North Lee Highway and Paul Huff during the month of June.

# Wax Museum



A plethora of famous people visited our school this week to recall their life and times. Visitors to the Wax Museum learned bits of history as our 2nd graders relayed what they had learned through research of their famous person.

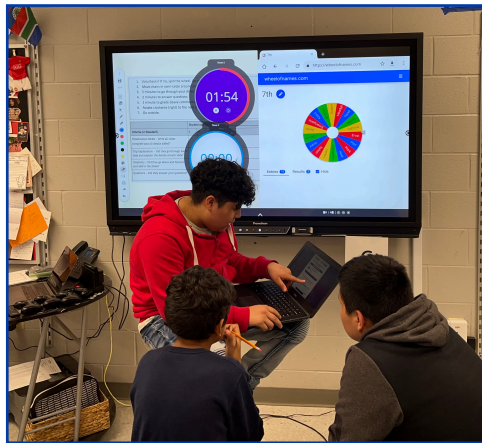


With a heavy emphasis on the standards of research, speaking and listening, and writing, students put a lot of time and effort into preparation for the event. They looked great and were very impressive.

# CLEVELAND MIDDLE SCHOOL

May  
2022

## Communication



**CMS students performed Annie, Jr. for all CCS Elementary schools and our Cleveland community**

**8th Grade students shared their end-of-the-year research projects to small groups of their peers**

**Students spent time talking and laughing at our annual Catch the Spirit event**

**CMS received STEM designation, focusing on 21st century skills like communication and teamwork**

**CMS celebrated student accomplishments by hosting awards ceremonies for parents and families**



# Portrait of a Graduate

## COLLABORATION

BLYTHE-BOWER ELEMENTARY SCHOOL HIGHLIGHTS

Using the Engineering Design Process, students at Blythe-Bower collaborate together to complete design challenges aligned with Tennessee State Standards

