

BOARD MEETING
REVISED AGENDA
Cheatham County Board of Education

September 5, 2019

Place: Educational Annex Building – Board Room

Time: 7:00 p.m.

1. Call to Order
2. Moment of Silence
3. Pledge of Allegiance
4. Roll Call: Christina Gilliam, Kimberly Messer, Jennifer Hamblin, James Gupton, John Louallen, and David Risner

Election of School Board Chairperson to serve through September 2020– Board Policy 1.200, Method of Election of Officers

Election of School Board Vice-Chairperson to serve through September 2020 – Board Policy 1.200, Method of Election of Officers

5. Approval of Agenda
6. Public Forum – Opportunity for Community to Address Board (Maximum thirty [30] minutes)
Follow-up on Last Month Comments- Both speakers were contacted as requested.
7. Presentations, Awards, and Recognitions

Angela Patterson and Bookkeepers

August Employees of the Month

| | |
|-------|--|
| ACES | Amy Carson, Teacher |
| ECES | Lori Speich, Teacher |
| KSES | Jennifer Crawford, Librarian |
| PES | Chelsa Cathey, Teacher |
| PVES | Kim Binkley, Attendance Secretary |
| WCES | Julie Whittaker, Speech Language Pathologist |
| CMS | Ashley Sullivan, Teacher |
| HMS | Allison Mueller, Teacher |
| SMS | David Casesa, Teacher |
| CCCHS | Scott Padgett, Teacher |

| | |
|----------------|---|
| HHS | Natalia Fallon, Librarian |
| SHS | Taylor McCullough, Teacher |
| RA | Robert Hoffman, Assistant |
| Daycare | Tiffany House, ACES Assistant Site Director |
| Nutrition | Christina West, WCES Cook |
| Transportation | Deona Ray, Bus Assistant |

8. Goal Update: HHS Principal Dr. Lee Rector
9. Executive Committee
10. Five Year Plan: Technology Supervisor, Will Lockert
11. Elected Officials – Opportunity for Elected Officials to Address Board
12. Consent Agenda:
 - A) Minutes: 7/25/19; 8/1/19
 - B) Approve for tenure: None
 - C) Disposal of surplus equipment/materials:
 - 1) SHS Principal Wenning requests permission to discard HP Deskjet 6940 printer, Sony DVD player, 5 Overhead projectors, Emerson VHS player, broken furniture, outdated curriculum materials, and 5 boxes of outdated library books and materials.
 - 2) Nutrition Supervisor Hopkins requests permission to discard 2 old TRUE milk boxes and one large mixer from WCES.
 - 3) SMS Principal Miller requests permission to discard the following items: 10 monitors, 4 towers, 5 printers, 2 DVD players, 3 carts, 1 VCR, 7 CPUs, 1 screen, 1 box of kindles and keyboards, and 3 bar stools.
 - 4) CCCHS Principal Wenning requests permission to discard obsolete or broken items: cassette player, laser disks, books, wooden stool, book case and boards.
 - 5) RA Principal Bringard requests permission to discard 3 broken student isolation desks, 3 broken chairs, 1 broken metal mail holder, and 1 broken horizontal file cabinet.
 - 6) CMS Principal Owen requests permission to discard broken/outdated items: student and office chairs, 1 laptop, 2 TV carts, 1 TV, miscellaneous items, keyboards, mice, broken furniture, study carols, etc.
 - 7) HHS Principal Rector requests permission to dispose of 30 broken student desks.

8) ECES Principal Boles requests permission to discard 31 wooden library chairs, 4 swivel desk chairs, 1 faux leather chair, 1 wooden desk, 8 metal student desks with wooden tops, 62 student chairs (plastic with metal legs/frame, 1 metal shipping frame, 1 rectangular white computer table, 1 metal/wooden top teacher's desk, and 1 media stand with swivel top.

9) Special Education Supervisor Green requests permission to dispose of the following items from all schools combined: 1 three way easel, 8 ipads, 1 stepstool, 1 color printer, 3 desktops, 4 ipod cart and ipod sets, 1 laptop, and 9 macbook airs.

10) PES Principal Emery requests permission to dispose of 2 old concrete picnic tables.

D) School fees: None

E) School/Principal request: None

13. Budget and Finance:

A) Federal Budget Amendments – carryover

- Title I - \$76,984.05
- ATSI - \$125,000.00
- Title II - \$56,495.73
- Title III- \$964.62
- Title IV- \$11,393.76
- SSAE- \$470.98
- IDEA B- \$114,325.94
- IDEA PS- \$18,376.22

B) Budget Amendment – County General Funding \$30,000

14. Old Business:

A) Revise on second reading Policy 1.406 Minutes

Line 5 shall read: *A copy shall be provided to all board members, the president of the local education association, and to each of the schools no more than thirty (30) days after approval by the Board.*⁴

Line 15, item 3 shall be **deleted** that reads: *Reports, documents, and objects relating to a formal motion may be omitted from the minutes if they are referred to and identified by title and date;*

Beginning line 16, items 4 and 5 shall be renumbered as items 3 and 4

Cross Reference shall be added: *Duties of Officers 1.201*

B) Revise on second reading Policy 1.804 Drug-Free Workplace

Title shall be changed to: *Alcohol & Drugs in the Workplace*

Beginning line 1 shall read: *Any employee who violates the terms of this policy shall be subject to disciplinary action, included but not limited to, suspension, dismissal, and/or referral for prosecution.*

Beginning line 11 shall read:

DEFINITIONS

“Workplace” shall include any school building or any school premise; any school-owned or any other school-approved vehicle used to transport students to and from school or school activities; and off-school property during any school-sponsored or school approved activity, event, or function.

“Illegal drugs” shall include any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, or any other controlled substance as defined by federal law.²

“Unauthorized drugs” shall include, but are not limited to, inhalants; any designer, synthetic, derivative, analogous, or “look-alike” substances that are manufactured, designed, or intended to resemble and/or mimic the effects of illegal drugs; any legally prescribed drugs being used in a manner for which they were not intended or prescribed including, but not limited to, the use of prescription drugs prescribed for another individual; and any lawful substances that could result in impairment of physical or mental capacity that is threatening to the health or safety of the employee or others.³

“Alcohol” shall include, but is not limited to, spirits, liquor, wine, beer, and any liquid containing alcohol as defined by state and federal law.⁴

ALCOHOL & DRUG-FREE WORKPLACE

No employee while on or in the workplace shall unlawfully manufacture, distribute, dispense, possess, use, or be under the influence of any illegal or unauthorized drugs¹ or any alcohol.⁵

Cross References shall include: *Supervision 5.108*

C) Revise on second reading Policy 2.403 Surplus Property Sales

Beginning line 1 shall read: The director of schools shall prepare a list of unusable items for Board approval.¹

Beginning line 8 shall read: Surplus property which has no value or has a value of less than five hundred dollars (\$500) may be disposed of without the necessity of bids. In order for such disposal without bids, the Director or Schools and the Board Chair shall agree in written form that the property is of no value or is of less value than five hundred dollars (500).²

If reasonable attempts to dispose of surplus properties fail to produce monetary return to the system, the Board shall approve other methods of disposal.³

Surplus equipment will be auctioned off by the district at the end of the school year. The Board shall approve all surplus equipment prior to the materials being disposed of at the end of the school year.

Lines 18-32 shall be **deleted** that read:

TEXTBOOKS

The Principal of schools shall prepare for the Director of Schools a list of unusable textbooks which shall include the following information: title, author, publisher, copyright date, subject, grade level, number of copies on hand, date or purchase and reason for disposal.

The Director of Schools shall declare the appropriate textbooks as surplus property and shall dispose of them in the following manner:

1. Principals shall provide a list of unusable textbook titles to staff members and encourage them to select copies for classroom use;
2. Students shall be given an opportunity to examine and claim books for their personal use;
3. The remaining books shall be offered for sale to local, state, and federal agencies with educational programs, various businesses, private schools, or individuals who wish to purchase the materials. All proceeds from the sale of these books must be used to supplement textbook purchasing funds; and
4. When all attempts to place the unusable textbooks have been exhausted, the Director of Schools may dispose of any of the methods provided by § 12-2-403(a)(1)-(4) or by other methods approved by the local board of education.

Page 2, end of line 2, legal reference shall read: 4

Cross References shall include:

Duties of Officers 1.201

Textbooks 4.401

D) Revise on second reading Policy 2.601 Fundraising Activities

Beginning page 2, line 19 shall read:

FUNDRAISING FOR NONEDUCATIONAL PURPOSES⁴

On approval of the principal, an employee may be authorized to raise and use funds for the following noneducational purposes:

1. Award recognition;
2. Employee morale;
3. Banquets;
4. Other situations at the principal's discretion

These funds shall be derived from vending machine revenue, donations, or approved fundraisers.

The Director of Schools shall develop administrative procedures regarding the receipt, disbursement, accounting, and auditing of these noneducational funds. The Director of Schools shall ensure that the procedures are consistent with board policy and state law and disseminate them to all employees.

Cross References shall be included:

Revenues 2.400

School Support Organization 2.404

Audits 2.703

Vendor Relations 2.809

E) Revise on second reading Policy 2.802 Payroll Procedures

Line 4 shall read: *2. All support personnel shall be paid in twelve monthly paychecks each year, with the following exceptions: part-time teacher daycare caregivers who are paid September through June.*

F) Revise on second reading Policy 3.202 Emergency Preparedness Plan

Beginning line 21 shall read:

AED DRILLS⁵

All schools shall conduct a CPR and AED drill to ensure awareness of the steps that shall be taken in the event of a medical emergency. The principal shall ensure that the drill occurs.

The Director of Schools shall develop the necessary administrative procedures on AED and CPR training, planning, notification and maintenance to comply with state law.

Line 27 shall be **deleted** that reads: *The principal shall regularly check the quantity, locations, and conditions of fire extinguishers and shall give all school personnel instructions on how to properly use fire extinguishers.*

Cross Reference shall be included: *Safety 3.201*

G) Revise on second reading Policy 4.605 Graduation Requirements

Page 1, line 8 shall read: *5. Pass a United States civics test.*³

Cross Reference shall be added: *Alternative Credit Options 4.209*

H) Revise on second reading Policy 4.700 Testing Programs

Beginning page 2, line 3 shall read:

a) Grades 3-5 – 10% of the student’s final average second semester

b) Grades 6-8 – 10% of the student’s final average second semester

Line 6 shall read: *The Cheatham County School System shall use the following methodology: cube root.*

Beginning line 10 shall read:

INTEREST INVENTORIES AND CAREER ASSESSMENTS⁶

Interest inventories shall be made available to 9th graders. These will include assessments such as the Kuder assessment, Myers-Briggs Type Indicator, the ASVAB, or the College Board Career Finder.

Career aptitude assessments shall be administered to 8th graders in order to inform the student’s high school plan of study.

Line 19 shall read: *Results of all group tests shall be recorded on the students’ permanent records and shall be made available to appropriate personnel in accordance with established board policies.*⁷

Legal reference end of line 23 shall read: 8

I) Revise on second reading Policy 5.200 Separation Practices for Tenured Teachers

Page 2, line 30 shall read: *3. The drafting of the teacher into military service by a selective service board.*

Page 2, beginning line 34 shall read: *Upon a breach of contract, the Board, upon a motion recorded in its minutes, may file a complaint with the State Board of Education and request the suspension of a teacher’s license. After the State Board of Education has provided the teacher an opportunity for defense during a hearing, the Commissioner of Education may suspend the license for no less than thirty (30) days and no more than three hundred sixty-five (365) days.*⁸

Page 3, beginning line 8 shall read: *Teachers who retire under TCRS may be employed up to one hundred twenty (120) days per year without loss of retirement benefits. Retired teachers may substitute teach for additional days if the Director of Schools certifies in writing to the Division of Retirement that no other qualified personnel are available to substitute teach.*⁹

J) Revise on second reading Policy 5.201 Separation Practices for Non-Tenured Teachers

Beginning line 16 shall read: *Under no circumstances shall the Director of Schools suspend a non-tenured teacher with pay. If reinstated, the non-tenured teacher shall be paid full salary for the period of suspension unless suspension without pay is deemed to be an appropriate penalty.*

Legal reference at end of line 24 shall be **deleted** that reads: 2

Page 3, end of line 6 shall be **deleted** that reads: *and*

Page 3, line 9 shall read: *3. The drafting of a teacher into military service by a selective service board.*

Page 3, legal reference at end of line 13 shall read: 6

Page 3, beginning line 14 shall read: *Upon a breach of contract, the Board, upon a motion recorded in its minutes, may file a complaint with the State Board of Education and request the suspension of a teacher's certificate. After the State Board of Education has provided the teacher an opportunity for defense during a hearing, the Commissioner of Education may suspend the certificate for no less than thirty (30) and no more than three hundred sixty-five (365) days.⁷*

Legal reference at end of line 30 shall read: 8

Legal reference at end of line 33 shall read: 9

K) Revise on second reading Policy 5.305 Family and Medical Leave

Page 1, line 31 shall read: *2. Teachers' Leave- In accordance with state law, any teacher who goes on maternity or paternity leave shall be allowed to use all or a portion of the teacher's accumulated sick or annual leave for maternity or paternity leave purposes.*

L) Revise on second reading Policy 5.605 Staff Gifts and Solicitations

Beginning line 3 shall read: *Individual employees of the Board will refrain from giving gifts to staff members who exercise administrative or supervisory jurisdiction over them.*

Employees may collect money for group gifts, subject to the approval of the principal.

Cross References shall include: *Gifts and Bequests 2.401*

Fundraising Activities 2.601

Cross Reference 6.701 shall be **deleted**.

M) Revise on second reading Policy 6.300 Code of Conduct

Beginning page 1, line 2 shall read: *Codes of conduct for students in pre-kindergarten or kindergarten shall utilize alternative disciplinary practices such as behavior probation and required parent meeting. In these grades, exclusionary discipline shall only be used as a measure of last resort.*

Line 25 shall read: *Minor victimization of any student (Harassment (Sexual, Racial, Ethnic, Religious), Bullying, Cyber-bullying, and/or Hazing)*

Page 4, line 36 shall read: *If the student's placement is to be changed, adequate notice of the charges shall be given to the student and his/her parent(s)/guardian(s) and his/her right to appear at a hearing.*

Page 2, line 39 shall be **deleted** that reads: *Complete and accurate reports are submitted to the Director of Schools.*

Page 5, lines 1, 3 and 4 shall be **deleted** that read: *The student is given a hearing before the disciplinary hearing authority.*

Expulsion

Alternative Schools

N) Revise on second reading Policy 6.308 Bus Safety and Conduct

Beginning line 25 shall read: *USE OF PHOTOGRAPHS AND VIDEO FOOTAGE*

Cameras or video cameras may be used to monitor student behavior on school buses transporting students to and from school or extracurricular activities. Photographs and video footage shall be used only to promote the order, safety, and security of students, staff and property.

Beginning page 2, line 1 shall read: *The district shall comply with all applicable state and federal laws related to photographs and video footage.³ These materials shall be maintained for four (4) days. Parent(s)/guardian(s) may submit requests to view photographs and video footage to the Director of Schools/designee, and a time shall be arranged for viewing. The Director of Schools/designee shall be present when parent(s)/guardian(s) are provided the opportunity to review photographs and video footage.⁴*

Cross References shall include:

Code of Conduct 6.300

Annual Notification of Rights 6.601

Inspection and Correction Procedure 6.602

Page 4, Cross Reference shall be included: *Public Hearings 1.401*

O) Use of Facility Policy 3.206

15. New Business:

A) SHS Softball Field

B) KSES Soccer Field

C) PV Athletic Association Lease

D) Revise on first reading policy 1.1061 Boardsmanship Code of Ethics

Policy Descriptor Term shall be changed to Boardsmanship Code of Conduct

Descriptor Code shall be changed to 1.2021

The word *Section* will be deleted on pages 1-3.

Page 1, line 7 shall read: *I will seek to provide equal educational opportunities for all children.*

Beginning line 16 shall read: *4. I will represent the Board and the school district to the public in such a way as to promote both interest and support.*

5. I will refer to other board members, staff, students, and the public with respect when using social media.

Line 24 shall read: *I will not criticize employees publicly but will express any relevant concerns to the director of schools for investigation and action if necessary.*

Beginning page 2, line 1 shall read: *1. I will understand that the Board makes decisions as a team and that individual board members may not commit the Board to any action.*

2. I will accept the will of the majority vote in all cases and give support to the resulting action.

3. I will work harmoniously with other board members without trying to dominate the Board or neglect my share of work.

Page 2, line 11 shall be renumbered to: 4

Page 2, line 13 shall be renumbered to: 5

Page 2, beginning line 24 shall read: *3. I will understand that the Board sets the standards for the school district through policy and that board members do not manage the district on a day-to-day basis.*

4. I will refer all complaints and concerns to the director of schools and abstain from individual counsel and action in regard to staff members.

Page 2, beginning line 31 shall read: *1. I will uphold the integrity and independence of the position.*

2. I will become familiar with federal and state education laws and school board policies.

Beginning page 3, line 1 shall read: *3. I will educate myself about my duties and responsibilities and current educational issues by individual student and through participation in programs providing needed information.*

4. I will continually advocate for the goals of the school district.

5. I will vote and act impartially for the good of the school district.

Line 8 item shall be renumbered as 6.

Page 3, line 11 shall read: *I will attend all board meetings and become informed concerning the issues to be considered at those meetings.*

8. I will model civility to students, employees, and all elements of the community by encouraging the free expression of opinion by all board members and engaging in respectful dialogue will fellow board members on matters being considered by the Board.

E) Revise on first reading policy 1.001 Role of the Board of Education

Beginning line 1 shall read: *The Board will oversee the operation of the school district in compliance with state and federal laws.*¹

The Board will function only when in session. The Board's required functions include, but are not limited, to the following:

GENERAL

*1. To develop and adopt a strategic plan in consultation with the Director of Schools;*²

*2. To adopt all policies required by state or federal law;*³

*3. To approve school zones;*⁴

*4. To approve the district calendar;*⁵

*5. To adopt district safety plans;*⁶

*6. To approve the closure of facilities; if needed;*¹

*7. To approve an insurance provider;*¹ and

*8. To approve/modify the agenda at the beginning of the board meeting.*¹

FISCAL

*1. To approve and adopt the budget;*¹

*2. To approve purchases outside the budget on a case-by-case basis in accordance with board policy.*¹

*3. To approve budget transfers;*⁷

*4. To adopt the district salary schedule;*⁸

*5. To approve a differentiated pay plan;*⁹

*6. To approve funding for the district maintenance plan and capital requests;*¹

*7. To approve the location and scope of new building projects;*¹ and

*8. To approve bids.*¹

INSTRUCTION AND STUDENTS

1. To adopt the curriculum;¹
2. To adopt textbooks;¹⁰
3. To review student disciplinary issues appealed to the Board and make a final determination;¹¹
4. To authorize or prohibit the use of corporal punishment;¹²
5. To approve or deny admission of student expelled from other school districts;¹³ and

PERSONNEL

1. To employ and evaluate the Director of Schools
 2. To grant tenure to eligible teachers;¹⁴ and
 3. To dismiss tenured teachers.¹⁵
- Cross References shall be included: *Duties of Board Members 1.202*
School District Planning 1.701

F) Revise on first reading policy 1.202 Duties of Board Members

Beginning line 1 shall read: *The duties of an individual board member are as follows:*

1. To take the oath of office to discharge faithfully the duties of the office;¹
2. To participate in State-mandated board training;²
3. To recognize that the Board is required to comply with the Open Meetings Law³ and that the Board only has authority to make decisions at official board meetings;
4. To understand that board members will receive information that is confidential per state or federal law and cannot be shared;
5. To adhere to the Boardsmanship Code of Conduct; and
6. To adhere to the Cheatham County Board of Education Code of Ethics.⁴

Cross Reference shall be included: *Boardsmanship Code of Conduct 1.1021*

G) Revise on first reading policy 1.808 Registered Sex Offenders

Lines 3-5 shall be **deleted** that reads: *Employment*

An individual listed by the state of Tennessee or any other state as a registered sex offender is ineligible for employment within the school district.

Beginning line 17 shall read: *A parent or legal guardian of a child who is enrolled in the school may attend a conference with school officials with the written permission of the school's principal.*

An offender may come within the 1,000 feet limit provided that the individual is dropping off or picking up a child or children enrolled in the school.

Line 26 shall read: *Principals shall speak with the parent upon learning of their status as a sex offender to communicate the restrictions of this policy and to establish open dialogue with the parent.*

H) Revise on first reading policy 1.901 Charter School Applications

Beginning line 7 shall read: *A prospective charter school sponsor shall send the Director of Schools notice of its intent sixty (60) days prior to February 1st of the year preceding the year in which the proposed charter school plans to begin operation as a charter school.*

Beginning line 15 shall read: *Applications shall be submitted to the Board and Department of Education on or before 4:30 p.m. on February 1st of the year preceding the year in which the proposed charter school plans to begin operation as a charter school. If the 1st of February falls*

on a Saturday, Sunday, or holiday on which the school district offices are closed, applications will be accepted on the next business day on or before 4:30 p.m.

Beginning Line 26 shall read: *At the board meeting in December of each year, the Director of Schools shall make a recommendation to the Board on which members of his/her administrative staff should be appointed to the team. The Board shall name the members of the team at its meeting in December of each year.*

Page 2, line 20 shall read: *The Board will receive an annual authorized fee of three percent (3%) of the annual per student state and local allocations or thirty-five thousand dollars (\$35,000), whichever is less.*⁵

Page 2, line 26 shall read: *The Board shall not provide services to charter schools that are not requested during the application process except for those services that are required under state or federal laws.*

I) Revise on first reading policy 1.903 Charter School Oversight

Beginning line 21 shall read: *The report shall provide an analysis of relevant data and include general recommendations, if applicable.*²

Beginning page 2, line 1 shall read: *1. A report on the progress of the school in achieving the goals outlined in the charter school agreement;*

2. A financial statement disclosing the financial health of the charter school, including the costs of the administration, instruction, and other spending categories of the school and

*3. A detailed accounting, including the amounts and sources, of all funds received by the charter school, other than the funds received per state law.*⁴

Page 2, legal reference at end of line 14 shall read: 5

Page 2, legal reference at end of line 17 shall read: 6

Beginning line 17 shall read: *By January 1, the Board shall submit an annual authorizer report to the Department of Education and the State Board of Education.*⁷

Page 2, lines 21-23 shall be **deleted** that read: *Following the fifth year of a charter school's initial period of operation or the fifth year of any renewal of a charter school agreement, the Board shall conduct an interim review of the charter school according to the guidelines developed by the Department of Education.*⁶

J) Revise on first reading policy 1.905 Charter School Renewal

Line 1 shall read: *Three (3) months prior to the date on which a charter school is required to submit a renewal application, the Director of Schools/designee shall submit a performance report to the charter school.*¹

Line 5 shall read: *No later than April 1 of the year prior to the year in which the charter school agreement expires, the governing body of a charter school shall submit a renewal application to the Board.*¹

Line 9 shall read: *The Board will make renewal decisions by February 1st in the year the charter school agreement expires.*

Line 12 shall read: *The Board shall make its renewal decision based on the renewal application, annual progress reports, and renewal performance report.*

Lines 14 through 23 shall be **deleted** that read:

*whether the charter school:*⁴

1. Met the Board's standards;

2. *Achieved the targets stated in the charter agreement;*
3. *Is organizationally and fiscally viable;*
4. *Has been faithful to their charter agreement and applicable law; and*
5. *Presents sound academic, financial, and organizational plans for the next charter term;*

K) Revise on first reading policy 1.906 Charter School Revocation

Lines 2-4 shall be **deleted** that read: *The Board shall revoke a charter agreement if the charter school is identified as a priority school under state law. Revocation shall take effect immediately following the school year in which the charter school is identified as a priority school.*¹

Legal reference at end of line 5 shall read: 1

Legal reference at end of line 17 shall read: 2

Legal reference at end of line 21 shall read: 3

Beginning line 22 shall read:

REVOCATION DUE TO PRIORITY STATUS

*The Board may revoke a charter school agreement if the charter school is identified as a priority school under state law. Revocation shall take effect immediately following the close of the school year in which the charter school is identified as a priority school.*⁴

The Board shall revoke a charter school agreement if the charter school is identified as a priority school for two consecutive cycles (beginning in 2017). Revocation shall occur immediately after the close of the school year in which the charter school is identified as a priority school for the second consecutive cycle.

L) Revise on first reading policy 6.200 Attendance

Beginning line 1 shall read: *Attendance is a key factor in student achievement, and therefore, students are expected to be present each day school is in session. The Director of*

Schools/designee shall develop appropriate administrative procedures to implement this policy.

Line 18 shall be deleted that reads: *4. Develop, recommend, and support a progressive Truancy Intervention Plan;*

Line 20, item 5 shall be renumbered as item 4

Line 23, item 6 shall be renumbered as item 5

Line 28 shall be **deleted** that reads: *All absences, tardies, and early checkouts are recorded daily (and for every class in middle and high school).*

Line 30 shall be **deleted** that reads: *Written documentation for all absences must be presented on the first day a student returns to school.*

Page 2, line 3 shall be **deleted** that reads: *(limit of two days per incident; documentation required); Immediate family is defined as parents, grandparents, and siblings (including those by blood, marriage, or adoption);*

Page 2, line 15 shall be **deleted** that reads: *CCSD recognizes that occasions may arise when a student has an opportunity to participate in a unique, once in a lifetime event that will result in school absences. Students and their families must meet with the principal in advance to determine if alternate educational plans/schedules are possible. Approval is at the discretion of the principal and his/her team. Family vacations do not meet the intent of this provision.*

Beginning page 3, line 6 shall read: *If a student is required to participate in a remedial instruction program outside of the regular school day where there is no cost to the parent(s)/guardian(s) and*

the school system provides transportation, unexcused absences from these programs shall be reported in the same manner.⁹

A student who is absent five (5) days without adequate excuse shall be reported to the Director of Schools/designee who will, in turn, provide written notice to the parent(s)/guardian(s) of the student's absence.

Page 3, line 14 shall read: *The Director of Schools/designee shall develop appropriate administrative procedures to implement this policy.*

Beginning page 3, line 20 shall read: *Tier I of the progressive truancy intervention plan shall include the following:*

- 1. A conference with the student and the student's parent(s)/guardian(s)*
- 2. An attendance contract, based on the conference, signed by the student, the parent(s)/guardian(s), and an attendance supervisor/designee. The contract shall include:
 - a. A specific description of the school's attendance expectations for the student;*
 - b. The period for which the contract is effective; and*
 - c. Penalties for additional absences and alleged school offenses, including additional disciplinary action and potential referral to juvenile courts; and**
- 3. Regularly scheduled follow-up meetings to discuss the student's progress.*

Beginning page 4, line 4 shall read: *NON-SCHOOL SPONSORED EXTRACURRICULAR ACTIVITY⁹*

A principal/designee may excuse a student to participate in non-school sponsored extracurricular activities. The principal shall document the approval in writing and shall excuse no more than ten (10) absences each school year. No later than seven (7) business days prior to the student's absence, the student shall provide documentation to the school as proof of the student's participation along with a written request for the excused absence from the student's parent/guardian. The request shall include the following:

- 1. Student's name and personal identification number;*
- 2. Student's grade;*
- 3. The dates of the student's absence;*
- 4. The reason for the student's absence; and*
- 5. The signatures of the student and parent/guardian.*

RELEASED TIME COURSE¹⁰

A principal/designee may excuse a student to attend a course in religious moral instruction for up to one (1) class period per school day. Students shall not be excused during any class which requires an examination for state or federal accountability purposes.

The student shall submit a written consent form signed by the student's parent/guardian prior to participation in the released time course. The principal/designee shall document the approval in writing. The student shall provide documentation to the principal/designee as proof of the student's participation in the time released course.

The district shall not be responsible for transporting students to and from the place of instruction. Upon submission of the student's transcript from the entity that provided the released time course, the student may be awarded one-half (1/2) unit of elective credit.

The Director of Schools shall develop procedures with secular criteria for determining whether credit shall be awarded.

Cross Reference shall be included: *Students from Military Families 6.506*

M) Two New Teachers at KSES & PVES

16. Brief comments from Board Members
17. Announcements
18. Adjourn

INFORMATION:

1. Personnel Changes:

- A. Retirements approved:

- B. Administrative Positions approved:

- Paul Boles, ECES interim principal, replaces Wendy Cox, 7/30/19

- C. Leave of Absence approved:

- Carlee Darnell, ACES faculty, 9/23/19 – 1/6/20

- Tracy Morrison, Transportation bus driver, 8/5/19 – 8/20/19

- Tammy Parker, WCES assistant, 10/7/19 – 10/25/19

- Karly Miller, HMS faculty, 8/19/19 – 10/11/19

- Taylor Newton, HHS assistant, 10/21/19 – 1/7/20

- D. Resignations approved:

- Meagan Spencer, County-wide/ HMS SLP, 5/24/19

- Candace Monk, SMS Nutrition cook, 5/22/19

- Steven Cook, CCCHS RTI faculty, 7/18/19

- Bradley Lockert, CCCHS cross country coach, 7/23/19

- Beth Nicholson, ACES faculty, 7/22/19

- Harold Stone, Transportation bus driver, 8/1/19

- Pamela Brown, PVES Daycare, 5/24/19

- Courtney Garrett, ECES Daycare site director, 8/16/19

- Jake Greer, County-wide IT technician, 8/9/19

- Shelbie McNeely, CMS Nutrition cook, 7/31/19

- Mary Alyson Ranallo, PVES faculty, 9/2/19

- Nathaniel Hudson, CCCHS faculty, 9/5/19

- Mark Stone, SHS ISS assistant, 8/14/19

- Katrina Roberts, CMS faculty, 7/31/19

- Sherry Davidson, Transportation bus assistant, 4/2/19

- Mallory Jennings, PVES Daycare caregiver, 8/20/19

- Candi Stoeber, CMS Nutrition manager, 9/13/19

- Kalynn Bearden, ACES RTI Interventionist, 8/23/19

- E. Termination of Employment:

- F. Transfer of Employment:

Wendy Cox, from ECES principal to Central Office interim Human Resources/ Student Services/ Policy supervisor, replaces Dr. Beth Batson, 7/30/19
Matt Chandler, from Transportation full-time bus driver to Transportation part-time bus driver, 8/1/19
Sandra Duke, from Transportation full-time bus driver to Transportation part-time bus driver, 8/1/19
Susan Hopkins, from Transportation full-time bus driver to Transportation part-time bus driver, 8/1/19
Stacy Scholl, from Transportation full-time bus driver to Transportation part-time bus driver, 8/1/19
Greg Smith, from Transportation full-time bus driver to Transportation part-time bus driver, 8/1/19
Chasity Herity, from Transportation full-time bus driver to Transportation part-time bus driver, 8/1/19
Anissa Owen, from Transportation full-time bus driver to Transportation part-time bus driver, 8/1/19
Kalynn Bearden, from ACES 3rd faculty to ACES RTI, 7/29/19
Michela Colter, from CMS 8th faculty to CMS 5th faculty, replaces Shelly Putty, 7/30/19
Tracy Morrison, from Transportation full-time bus driver to Transportation part-time bus driver, 8/1/19
Donna Jacobs, from school psychologist to Central Office preschool coordinator, replaces Robin Disney, 8/5/19
Jonathan Zebert, from CCCHS faculty to CMS faculty, replaces Brenda Hite, 8/3/19
Tara Fort, from ECES 1st faculty to ECES K faculty, 8/9/19
Gwen Dillahay, from PVES faculty to ECES faculty, replaces Amanda Willoughby, 7/29/19
Chelsea Cathey, from ACES faculty to PES faculty, 8/12/19
Lathan Turner, from HMS 6th social studies faculty to HMS 6th science faculty, replaces lost position, 8/1/19
Elizabeth Ramirez, from Transportation part-time bus driver to Transportation full-time bus driver, replaces Ashley Thomason hours, 8/5/19
Tammy Retchless, from ACES 2nd faculty to ACES RTI Interventionist, replaces Kalynn Bearden, 8/23/19
Margie Holland, from CMS Nutrition assistant manager to CMS Nutrition manager, replaces Candi Stoeber, 9/13/19

G. Elections/Placements approved:

Kelly Hernandez, SHS assistant girls' soccer coach, 7/31/19
Lea Hunter, SHS head volleyball coach, non-faculty, 7/31/19
Harmony Fisher, SHS assistant girls' soccer coach, non-faculty, 7/31/19
Shelbie McNeely, CMS Nutrition cook, replaces Angela Cunningham, 7/29/19
Bonnie Castor Reed, PVES faculty, replaces Jenny Alverson, 7/29/19
Gretchen Jacoway, PVES faculty, replaces Susan Brown, 7/29/19
Ashley Sitze, HMS assistant, replaces Julia Jones, 8/1/19
Bailey Adkins, CCCHS faculty, replaces Rachel Collins, 7/29/19
Bethany Pitt, PVES faculty, replaces Jennifer Gordon, 7/29/19

Janessa Grimm, County-wide SLP, 7/29/19
Deborah Winters, PVES Nutrition cook, replaces Tamika Carpenter, 7/29/19
Alexandria Betts, CMS full-time caregiver, replaces Morgan Fields, 7/29/19
Deanna Dunn, CCCHS faculty, replaces Laticia Jenkins, 7/30/19
Erica Beaty, PVES faculty, replaces Maghan Cox, 7/29/19
Regina Cornell, SHS counselor, replaces Kia Reaves, 7/24/19
Patricia Hart, ELL-central, replaces Amanda Bradley, 7/29/19
Matthew Haas, ACES faculty, replaces Corey Mixon, 7/29/19
Nathanael Raymer, Central Office/District computer technician, replaces Jake Greer, 8/12/19
Sandra Hicks, PVES faculty, replaces Tonya Bunch, 7/29/19
Chelsea Cathey, ACES faculty, replaces Beth Nicholson, 7/29/19
Andrea Williams, ACES faculty, replaces Hillary Langley, 7/29/19
Tracy Stout, SMS assistant, replaces Brandi Glasgow, 8/1/19
Wanda Kelly, PES assistant, replaces Kathy Rogers, 8/1/19
Lura Waxman, HMS assistant basketball cheer coach, volunteer, 8/1/19
Melanie Buchanan, HMS head basketball cheer coach, 8/1/19
Deidrah Edwards, HMS assistant football cheer coach, 8/1/19
Taylor Hummell, HMS head football cheer coach, 8/1/19
Alex Galistal, HMS head boys' soccer coach, 8/1/19
Mary Meadows, HMS head golf coach, 8/1/19
Maitlyn Grey, HMS assistant volleyball coach, non-faculty, 8/1/19
Andrea Holley, HMS head volleyball coach, 8/1/19
Ricky Woods, HMS head wrestling coach, 8/1/19
Johnny Neely, HMS assistant softball coach, non-faculty, volunteer, 8/1/19
Rob Greer, HMS head softball coach, non-faculty, 8/1/19
Lathen Turner, HMS head baseball coach, 8/1/19
Steve Neely, HMS assistant girls' basketball coach, non-faculty, 8/1/19
Devin Allen, HMS head girls' basketball coach, 8/1/19
Scott Marlow, HMS assistant boys' basketball coach, non-faculty, 8/1/19
Michael Wallace, HMS head boys' basketball coach, 8/1/19
Rob Greer, HMS assistant football coach, non-faculty, volunteer, 8/1/19
Clark Sewell, HMS assistant football coach, non-faculty, volunteer, 8/1/19
Devin Allen, HMS AD, 8/1/19
Charles Morehead, HMS head football coach, non-faculty, 8/1/19
Anita Ford, CMS split head cheer coach, 8/1/19
Savannah Jackson, CMS split head cheer coach, non-faculty, 8/1/19
Michael Carter, CMS AD, 8/1/19
Michael Carter, CMS head football coach, 8/1/19
Justin Blue, CMS assistant football coach, 8/1/19
Charlie Martin, CMS assistant football coach, non-faculty, 8/1/19
Jacob Stone, CMS head boys' basketball coach, non-faculty, 8/1/19
Fisher Bailey, CMS assistant boys' basketball coach, 8/1/19
Brett Waller, CMS assistant boys' basketball coach, 8/1/19
Michael Carter, CMS head girls' basketball coach, 8/1/19
Kristina Pardue, CMS assistant girls' basketball coach, 8/1/19

Brett Waller, CMS head baseball coach, 8/1/19
Kristyn Stone, CMS head softball coach, 8/1/19
Sarah Kilgore, CMS assistant softball coach, 8/1/19
Jeremy Boyd, CMS head wrestling coach, 8/1/19
Luke Miller, CMS assistant wrestling coach, 8/1/19
Kristyn Stone, CMS head volleyball coach, 8/1/19
Sarah Kilgore, CMS assistant volleyball coach, 8/1/19
Megan Hunter, CMS head boys/ girls' soccer coach, 8/1/19
Flipper Love, CMS assistant boys' soccer coach, 8/1/19
Brett Waller, CMS head boys/ girls' golf coach, 8/1/19
Becky Patenude, HMS girls' soccer coach, 8/1/19
Nathan Loxley, SHS assistant football coach, non-faculty, 8/1/19
Tonya Hunter, SHS assistant volleyball coach, non-faculty, volunteer, 8/1/19
Denny Petty, HHS assistant baseball coach, non-faculty, 8/5/19
Garrett Cox, HHS assistant boys' basketball coach, non-faculty, 8/5/19
Jonathan Lee Zebert, CCCHS faculty, replaces Shawn Moubray, 7/29/19
Kyle Graham, SHS assistant football coach, non-faculty, 8/6/19
Victoria Conley, PVES faculty, 8/6/19
Michael Rochelle, CCCHS faculty, 7/29/19
Dale Daniel, SMS head football coach, 8/7/19
Dale Daniel, SMS head boys' basketball coach, 8/7/19
Connie Weeks, SMS head girls' basketball coach, 8/7/19
Stanley Harrington, SMS AD, 8/7/19
Tara Smith SHS football/basketball assistant cheerleading coach, volunteer, 8/7/19
Debbie Burnett, SHS head dance coach, non-faculty, volunteer, 8/7/19
Baley Miles, SHS football/basketball assistant cheerleading coach, non-faculty, volunteer, 8/7/19
Baley Miles, SHS assistant dance coach, non-faculty, volunteer, 8/7/19
Debbie Burnett, SHS head football/basketball cheerleading coach, non-faculty, 8/7/19
Shelby Tinch, SHS AD, 8/7/19
Lauren Street, CCCHS drama teacher, 8/7/19
Rachel Cunningham, CCCHS football/basketball cheerleading coach, 8/7/19
Eric Turner, CCCHS assistant band director, 8/7/19
Kayla Fuqua, CCCHS assistant girls' soccer coach, 8/7/19
Susie Kephart, CCCHS head girls' soccer coach, 8/7/19
Christopher Miller, CCCHS assistant wrestling coach, 8/7/19
Jeremy Boyd, CCCHS head wrestling coach, 8/7/19
Kelly Lewis, CCCHS assistant volleyball coach, 8/7/19
Aaron Nicholson, CCHS head volleyball coach, 8/7/19
Michael Rochelle, CCCHS boys/girls' golf coach, 8/7/19
Christopher Miller, CCCHS head cross country coach, 8/7/19
Jaheenda Garrett, CCCHS head softball coach, 8/7/19
Christopher Miller, CCCHS assistant baseball coach, 8/7/19
Megan Hunter, CCCHS assistant girls' basketball coach, 8/7/19
Jim Gibbs, CCCHS head girls' basketball coach, 8/7/19
Bill Anderson, SHS assistant football coach, non-faculty, 8/7/19

Aaron Nicholson, CCCHS assistant boys' basketball coach, 8/7/19
Jeff Hobbs, CCCHS assistant football coach, 8/7/19
Jeremy Boyd, CCCHS AD, 8/7/19
Shane Green, SHS assistant football coach, non-faculty, 8/7/19
Nick Dugan, HMS assistant football coach, non-faculty, volunteer, 8/7/19
Doug Loope, HHS head football coach, 8/7/19
Gary Halstead, HHS assistant football coach, 8/7/19
Larry Turner, HHS concession, 8/7/19
Anita Defrancisca, HHS theater director/drama teacher, 8/7/19
Lacee Carter, HHS assistant cheer coach, 8/7/19
Candy Turner, HHS head football/basketball cheer coach, 8/7/19
Leann Ferguson, HHS assistant football/basketball cheer coach, 8/7/19
Kevin Downs, HHS co-head track coach, non-faculty, 8/7/19
Zach Douglas, HHS co-head boys' track coach, 8/7/19
Alex Galistel, HHS head girls' soccer coach, 8/7/19
Louis Jenkins, HHS assistant boys/girls soccer coach, non-faculty, volunteer, 8/7/19
Steve Wilson, HHS head boys' soccer coach, 8/7/19
Ricky Woods, HHS head wrestling coach, 8/7/19
Carolyn Stuart, HHS assistant volleyball coach, 8/7/19
Aleshia Beshears, HHS head volleyball coach, 8/7/19
Steve Wilson, HHS head golf coach, 8/7/19
Karly Miller, HHS head girls' basketball coach, 8/7/19
Barry Williams, HHS assistant basketball coach, non-faculty, 8/7/19
Robert Kreps, HHS head boys' basketball coach, 8/7/19
Zach Douglas, HHS weight trainer, 8/7/19
Chris Huffines, HHS assistant football coach, non-faculty, volunteer, 8/7/19
Kevin Downs, HHS assistant football coach, non-faculty, 8/7/19
Cathy Higgins, SMS Nutrition cook, replaces Candace Monk, 8/2/19
Trey Johnston, HHS assistant basketball coach, non-faculty, volunteer, 8/8/19
Brittany Paige Bartlett, Transportation bus driver, replaces Brenda Honeycutt, 8/1/19
Mark Stone, Transportation part-time bus driver, replaces LaDonna Prentice, 7/29/19
Elizabeth Lemons, CCCHS Nutrition cook, replaces Tamika Carpenter, 8/2/19
Lisa Young, SMS interim faculty, replaces Beth Stokes, 7/30/19
Lori Gray, PES assistant, replaces Taylor Gracia, 8/12/19
Darryl McKinney, SHS head boys/girls' golf coach, 8/9/19
Cody King, SHS head girls' basketball coach, 8/9/19
Steve Dodd, SHS head boys' basketball coach, 8/9/19
Caitlin Page, SHS drama teacher, 8/9/19
Justin Robison, SHS head football coach, 8/9/19
Justin Robison, SHS weight trainer, 8/9/19
Maggie Mason, SHS choir director, 8/9/19
Emily Warren, SHS head cross country coach, 8/9/19
Kyle Graham, SHS assistant football coach, non-faculty, 8/9/19
Dave Hart, CCCHS boys/girls' head tennis coach, non-faculty, 8/9/19
Andrew Gaskill, SHS head band director, 8/9/19

Noah Taggart, HHS band director, 8/9/19
Candice Davis, CCCHS interim faculty, replaces Sarah Dugger, 8/8/19
Jeremy Goodman, SHS faculty, replaces Suzanne Patterson, 8/12/19
Kristy Flair, CMS Daycare, part-time caregiver, replaces Robin Belew, 8/12/19
Zach Douglas, HHS assistant football coach, volunteer, 8/9/19
James Mitchell, HHS AD, 8/9/19
Kyle Quillen, SMS assistant football coach, 8/13/19
Brian Scruggs, SMS assistant boys/girls' basketball coach, non-faculty, 8/13/19
Josh Biggs, SMS assistant football coach, non-faculty, volunteer, 8/13/19
Laura Anderson SMS assistant football/basketball cheerleading coach, non-faculty, volunteer, 8/13/19
Star Hardin, SMS head dance coach, 8/13/19
Kyle Quillen, SMS JV basketball score keeper, 8/13/19
Glen Harlinger, SMS varsity basketball score keeper, 8/13/19
Glen Harlinger, SMS JV basketball run the clock, 8/13/19
Kyle Quillen, SMS basketball run the clock, 8/13/19
Connie Weeks, SMS football/basketball concessions, 8/13/19
Kelly Staggs, SMS head football/basketball cheer coach, 8/13/19
Matthew Shuff, SMS head wrestling coach, 8/13/19
Lindsay Jurek, SMS assistant volleyball coach, 8/13/19
Samantha Fry, SMS head volleyball coach, 8/13/19
Cory Hesselbacher, SMS head golf coach, 8/13/19
Abby Hager, SMS assistant softball coach, volunteer, 8/13/19
Connie Weeks, SMS assistant softball coach, 8/13/19
Donald Quillen, SMS assistant baseball coach, non-faculty, 8/13/19
Kyle Quillen, SMS head baseball coach, 8/13/19
Dale Daniels, SMS assistant girls' basketball coach, 8/13/19
Connie Weeks, SMS Assistant boys' basketball coach, 8/13/19
Gary Weeks, SMS assistant boys/girls' basketball coach, non-faculty, 8/13/19
Conrad Hunter, SMS assistant softball coach, non-faculty, volunteer, 8/13/19
Rachel Sneed, PV Daycare, part-time caregiver, replaces Brianna White, 8/14/19
Angela Salamy, HHS head cross country coach, 8/14/19
Kim Rogers, WCES faculty, replaces Lindsey Boyd, 8/15/19
K. C. Littlejohn, SHS assistant football coach, non-faculty, 8/14/19
Sydney Adams, PES Daycare, part-time caregiver, replaces Leah Buck, 8/15/19
Jennifer Lester-Bratton, CCCHS interim faculty, replaces Nathaniel Hudson, 8/20/19
Ashley Nicholson, ACES assistant, replaces Kayla Fuqua, 8/19/19
Nicole Hackett, PVES interim faculty, replaces Allyson Ranallo, 8/20/19
Jeffrey Goad, SHS assistant, new position, 8/12/19
Deena Proctor, SHS assistant, replaces Mark Stone, 8/19/19
Beth Nicholson, PVES interim faculty, new position, 8/26/19
Kayla Fuqua, CMS interim faculty, replaces Amber Boyd, 7/29/19
Tara Canterbury, SMS assistant dance coach, volunteer, 8/19/19
Tara Smith, SMS assistant dance coach, volunteer, 8/19/19
Christy Davis, SMS yearbook, 8/19/19

Jennifer Winters, SMS yearbook, 8/19/19
Katie Pacifici, assistant softball coach, non-faculty, 8/19/19
Katie Pacifici, assistant basketball coach, non-faculty, 8/19/19
Jeremy Davenport, SMS assistant wrestling coach, non-faculty, volunteer, 8/19/19
Andrea Hatfield, CCCHS head dance coach, non-faculty, 8/22/19
Anthony Hall, CCCHS assistant band coach, non-faculty, volunteer, 8/22/19
Bailey Atkins, CCCHS assistant girls' soccer coach, volunteer, 8/20/19
Brittany Meadows, PVES Daycare, part-time caregiver, replaces Mallory Jennings, 8/26/19
Brittney York, CMS Daycare, part-time caregiver, replaces Lori Gray, 8/21/29
Shonda Nixon, CMS Nutrition cook, replaces Angela Cunningham, 8/27/19
Jasmine Staten, HHS interim faculty, replaces Adrianna Tate, 8/26/19
Benton Puckett, CCCHS assistant football coach, non-faculty, volunteer, 8/26/19
Jake Cantrell, CCCHS assistant band, non-faculty, 8/26/19
Corey Hastings, CCCHS assistant football coach, non-faculty, volunteer, 8/26/19
Kristopher Justice, SHS assistant band director/ percussion instructor, non-faculty, 8/26/19
Mary Lindsey, SHS band percussion instructor, non-faculty, 8/26/19
Kristen Jefferson, SHS band color guard, non-faculty, 8/26/19
Lea Hunter, SMS head softball coach, non-faculty, 8/29/19
Harley Durham, CMS assistant, replaces Leah Williquette, 8/23/19