

BOARD MEETING  
REVISED(2) AGENDA  
Cheatham County Board of Education

November 5, 2020

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, John Patrick, Tim Ray, James Gupton, John Louallen, and David Risner
5. Approval of Agenda
6. Public Forum – Opportunity for Community to Address Board (Maximum thirty [30] minutes)  
Follow-up on Last Month Comments
7. Presentations, Awards, and Recognitions

ACES	Tammy Retchless, RTI Interventionist
ECES	Annalisa Lewis, Teacher
KSES	Tammy Baker, Computer Teacher
PES	Alicia Wolfe, Computer Teacher
PVES	Abby Hagar, Teacher
WCES	August Malouf, Speech Language Pathologist
CMS	Susie Kephart, Dean of Students
HMS	Katie Pacifici, Front Desk Manager
SMS	Kelly Chitty, Speech Language Pathologist
CCCHS	Kathryn Van Mater, Teacher
HHS	Andrea Holley, Counselor
SHS	Becky Jackman, Librarian/Media Specialist
RA	Shannon Roberts, Attendance Secretary
Daycare	Sue Mullican, CMS Site Director
Daycare	Christy Davis, SMS Site Director
Finance	Angela Patterson, Finance & Operations Specialist
Nutrition	Nikki Myatt, ACES Cook
Transportation	Darlene Huff, Driver

8. Goal Update: ACES Principal Dr. Melinda Broyles

9. Executive Committee
10. Five Year Plan: Stacy Brinkley, Emily Staggs, Mary Miller, Dr. Joseph Jones
11. Elected Officials – Opportunity for Elected Officials to Address Board
12. Consent Agenda:
  - A) Minutes: October 1, 2020  
October 27, 2020
  - B) Approve for tenure: none
  - C) Disposal of surplus equipment/materials:
    - 1) SpEd Supervisor Green requests permission to discard the following items from all schools: 6 Macbook Air, 7 laptops, 8 desktops, 6 iPad, 4 fortes, 1 iPod set with cart, 4 printers, 1 softie bean bag, 1 figure 8 walking path and 1 balancer.
    - 2) PES Principal Emery requests permission to dispose of outdated curriculum.
    - 3) Federal Programs Director Judy Bell requests the approval to discard Title I equipment to clean up inventory.
  - D) School fees: none
  - E) School/Principal request: none
13. Budget and Finance:
  - A) Quarterly Report
  - B) Federal Project Carryover -
    - a) Title I - \$55,054.13
    - b) Title IA - \$14,544.00
    - c) Title II - \$66,342.87
    - d) Title III - \$3,780.03
    - e) Title IV - (-\$1,519.67)
    - f) IDEA - \$187,513.02
    - g) IDEA PS - \$37,628.56
  - C) 21<sup>st</sup> Century Grant - \$98,994.51
  - D) Connectivity Grant - \$17,700.00

E) Partnership Agreement between United Way of Greater Nashville and Cheatham County Board of Education - \$129,580.00

F) Bid for Bus Garage \$4,456,639.00 – Education Debt Funding Source Request

14. Old Business:

A) Revise on second reading Policy 1.407 School District Records

Page 1, beginning line 1 shall read: All requests to inspect or receive copies of records shall be submitted to the district's public records request coordinator, central office administrative assistant.<sup>6</sup> The public records request coordinator shall forward request for inspection or copies of records to the appropriate records custodian, Director of Schools' designee.

Line 18 shall read: Requests may be made in person or by telephone, fax, mail, or email.

Page 3, line 21 shall read: Central Office Administrative Assistant

B) Revise on second reading Policy 6.3041 Title IX & Sexual Harassment

Page 5, line 19 shall read: The Assistant Director of Schools and/or designee shall act as the decision-maker.

C) Revise on second reading Policy 3.202 Emergency Preparedness Plan

Line 7 shall be **deleted** that reads: Those procedures shall be in written form and distributed to all staff, students, and parents.

D) Revise on second reading Policy 4.406 Use of the Internet

Beginning line 6 shall read: Before any employee is allowed use of the district's internet or network access, the employee shall sign a written agreement, developed by the Director/designee that sets out the terms and conditions of such use. Any employee who accesses the district's network for any purpose agrees to be bound by the terms of that agreement, even if no signed written agreement is on file.

Line 24 shall be **deleted** that reads: Damaging computers, computer systems, or computer networks;

Page 2, line 11 shall be **deleted** that reads: Damaging computers, computer systems or computer networks;

Line 20 shall read: Use of the network that requires excessive bandwidth or causes a slowdown of the network such as streaming sites like Netflix, Hulu, Disney+, etc.

Page 3, line 1 shall read: Utilizing Child Internet Protection Act (CIPA) – complaint content filler that blocks or filters Internet access (for both students and adults) to material that is obscene, child pornography or harmful to students, or non-educations in nature;

E) Revise on second reading Policy 4.407 School and System Websites

Page 2, line 4 shall read: Individual student pictures may be published on the website only if the student's parent/guardian gives consent via the public recognition question on the district registration form.

Line 11 shall read: In such cases, the student's parent/guardian or eligible student must give consent via the public recognition question on the district registration form or give written consent.

Line 15 shall read: Any use of advertising or sponsorships that appears on a school website must be approved by the principal or the Director of Schools/designee.

Line 22, web page may read: website

15. New Business:

A) Revise on first reading Policy 3.200 Building and Grounds Management

Line 4 shall read: The following services are contracted: Custodial Services, Maintenance, and Grounds.

Line 6 shall read: The Director of Schools and/or designee will develop and implement a continuing program of maintenance of all district-owned buildings and grounds which shall provide for the following:

B) Revise on first reading Policy 3.2001 Energy Management Conservation

Line 15 shall read: The Director of Schools or designee will provide leadership and support for energy management and conservation.

C) Revise on first reading Policy 3.3001 Use of Cellular Phones

Entire policy shall be **deleted** that reads: Whenever possible, other methods of more economical, immediate communication shall be considered (i.e., use of pages or two way radios).

Line 7 shall be **deleted** that reads: Cellular phones provided to employees are for official school board business only and shall not be used for personal purposes except in cases of emergencies. If the monthly bill reflects charges greater than the customary minimum monthly bill, the excess portion shall become the responsibility of the employee to whom the cellular phone has been issued. If the employee wishes to dispute the portion of the monthly bill for which s/he is responsible, the employee may request and become financially responsible for obtaining a listing for phone use during the disputed period of time.

Line 14 shall read: The Director of Schools/designee shall develop procedures for cellular phone reimbursement in lieu of having a district issued cellular phone. These procedures shall be reviewed annually.

D) Revise on first reading Policy 3.404 Private Vehicles

Line 3 shall read: 1. To use a private vehicle for school purposes, the employee must have the written permission of the Director of Schools or designee and proof of vehicles liability insurance coverage in the following forms:

a. A copy of the insurance certificate issued to the insured indicating liability limits of at least \$100,000/300,000/50,000;<sup>1</sup> and

b. A specific permit for each trip involving students, including field trips.

Line 29 shall read: The volunteer parent drivers who use a private vehicle must provide proof of vehicle liability insurance coverage in the form of an insurance certificate issued to the insured indicating limits of at least \$100,000/300,000/50,000.<sup>1</sup>

E) Revise on first reading Policy 3.500 Food Service Management

Line 24 shall read: Procedures for implementing guidelines established by the State Department of Education, School Nutrition Program are on file in the district HACCP: Hazard Analysis Critical Control Points.

F) Revise on first reading (new) Policy 6.506 Students from Military Families

Policy shall read: General

The Director of Schools shall develop the necessary administrative procedures to ensure that students with parent(s)/guardians(s) in the armed services are identified and that appropriate and available services are provided for these students.<sup>1</sup>

RELOCATION OF MILITARY SERVICE MEMBER<sup>2</sup>

A student who does not currently reside within the school district shall be allowed to enroll if he/she is a dependent child of a service member who is being relocated to Tennessee on military orders. To be eligible for enrollment, the student will need to provide documentation that he/she will be a resident of the school district on relocation.

Within thirty of enrollment, the parent(s)/guardian(s) of the student shall provide proof of residency within the school district.

ABSENCES

Principals shall provide students with a one (1) day excused absence prior to the deployment of and a one (1) day excused absence upon the return of a parent/guardian service active military service.

Principals shall also allow up to ten (10) excused cumulative absences per year for students to visit a parent/guardian during a deployment cycle. The student shall provide documentation to the school as proof of his/her parent's/guardian's deployment. Students shall be permitted to make up school work missed during these absences.<sup>3</sup>

G) Revise on first reading Policy 3.301 Equipment and Supplies: Borrowing and Renting

Entire Policy shall be **deleted** that reads: Equipment and/or supplies may be borrowed or rented with the permission of the principal. Parties borrowing or renting such equipment shall be responsible for any damage. Staff members may borrow school equipment and materials at no cost when such use is directly related to their employment. Students may borrow school equipment and materials at no cost when such use is directly related to their studies or extracurricular activities. Vehicles, vocational-type equipment, and cleaning and maintenance equipment shall not be borrowed or rented for personal use by anyone. The director of schools shall develop procedures to ensure proper controls, monitoring, and returns of all borrowed or rented equipment or supplies. The director of schools shall annually prepare a schedule of rental fees to be approved by the Board.

H) Revise on first reading Policy 6.319 Alternative Education

Line 1 shall read: The Board shall operate an alternative school program and/or program for students in grades 1-12 who have been suspended or expelled from the regular school program.<sup>1</sup>

I) Policy 4.602 Class Ranking

J) 2020 LEA Compliance Report

K) Selection of TLN Representative

L) South Cheatham Utility District Utility Easement

16. Brief comments from Board Members

17. Announcements

18. Adjourn

INFORMATION:

1. Personnel Changes:

A. Retirements approved:

B. Administrative Positions approved:

C. Leave of Absence approved:

Julie Whittaker, WCES SLP, 9/7/20 – 10/16/20

Malina Taylor, Central Office, 9/28/20 – 10/26/20

Christina Dowlen, CMS SpEd assistant, 9/24/20 – 12/18/20

Sarah Kilgore, CMS faculty, 11/30/20 – 1/22/21

Kyle Quillen, SMS faculty, 11/10/20 – 11/23/20

Amzi-Lynn Spain, CCCHS counselor, 1/20/21 – 3/19/21

Jenny Opdenbrouw, KSES assistant, 11/20/20 – 12/18/20

D. Resignations approved:

Gwen Burns, ECI faculty, 10/20/20

Sharon Gilliam, PES cook, 5/25/20

E. Termination of Employment:

F. Transfers approved:

Laura Beth Bumpus, from CCCHS Nutrition cook to CCCHS Nutrition assistant manager, replaces Jerridene Tuberville, 10/1/20

Gary Morrison, from HMS 7<sup>th</sup> faculty to HMS 8<sup>th</sup> faculty, replaces Karley Miller, 10/19/20

Diane Lyle, from PVES Nutrition assistant manager to SHS Nutrition assistant manager, replaces Gina Daniels, 10/19/20

G. Elections/Placements approved:

Michael Johnson, SHS assistant football coach, non-faculty, 9/25/20

Curtis Copeland, CMS interim faculty, replaces Holli Granata, 9/28/20

Brandon Proctor, SMS interim faculty, replaces Paige Towle, 9/28/20

Davis Holland, CMS assistant boys' soccer coach, 9/25/20  
Justin Blue, CMS assistant wrestling coach, 9/25/20  
Jason Black, CCCHS yearbook sponsor, 9/25/20  
Andy Holley, SHS Nutrition cook, replaces Vickie Holland, 10/6/20  
Curtis Copeland, CMS head softball coach, 9/30/20  
Amy Shores, ACES general assistant (office), replaces Shannon Martin, 10/5/20  
Bailey Adkins, CCCHS assistant girls' soccer coach, volunteer, 10/7/20  
Wayne Camper, CMS assistant wrestling coach, non-faculty, volunteer, 10/8/20  
Wayne Camper, CCCHS assistant wrestling coach, non-faculty, volunteer, 10/8/20  
Cathryn Altdoerffer, PES SLP, replaces Jennifer Martin, 10/19/20  
Rebecca Sellers, HMS interim faculty, replaces Gary Morrison, 10/19/20  
Justin Steele, CMS assistant wrestling coach, non-faculty, volunteer, 10/18/20  
Abby Dodson, HMS Life Skills assistant, replaces Ashley Sitze, 10/19/20  
Tonia Stephens, SMS Nutrition cook, replaces Marilyn Rowland, 10/19/20  
Connie Weeks, SMS basketball concessions, 10/22/20  
Ryan Tapley, SMS head boys' soccer coach, 10/22/20  
Kyle Quillen, SMS basketball clock, 10/22/20  
Kristina Pardue, CMS assistant girls' basketball coach, 10/23/20  
Samantha Fry, SMS head softball coach, 10/27/20