ROANE COUNTY BOARD OF EDUCATION
POLICY COMMITTEE
Edward E. Williams Building

REGULAR AGENDA
June 18, 2026

I. **CALL TO ORDER**
II. **OLD BUSINESS**
II.1. #5.302 - SICK LEAVE (HOLD DUE TO LEGISLATIVE CHANGES)
III. **NEW BUSINESS**
III.1. #5.1151 - TELEWORK DURING EMERGENCIES
III.2. #1.400 - SCHOOL BOARD MEETINGS
III.3. #1.403 - AGENDAS
III.4. #1.905 - CHARTER SCHOOL RENEWAL
III.5. #2.100 - FISCAL MANAGEMENT GOALS
III.6. #2.200 - ANNUAL OPERATING BUDGET
III.7. #6.405 - MEDICINES
IV. **Dress Code**
V. **ADJOURNMENT**

Roane County Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Annually, in January	**Sick Leave**	**5.302**	**04/22/25**
		Rescinds: **5.302**	Issued: **08/17/23**

PROFESSIONAL PERSONNEL

Professional personnel shall earn one (1) day of sick leave for each month employed during the school year, and these days shall accumulate for an unlimited number of days.[1]

Sick leave shall be defined as: illness of a teacher from natural causes or accident, quarantine, or illness or death of a member of the immediate family of a teacher, including the teacher's wife or husband, parents, grandparents, children, grandchildren, brothers, sisters, mother-in-law, father-in-law, daughter-in-law, son-in-law, brother-in-law, and sister-in-law.[2]

A signed statement listing the cause of absence shall be provided by the employee on forms furnished by the Director of Schools and shall promptly be given to the immediate supervisor in support of all claims for sick leave pay. A falsified statement shall be grounds for dismissal.

Documentation from a physician may be required in support of any claim for sick leave pay.

The principal shall notify the Director of Schools' office at once if an employee is sick beyond the limit of his/her sick leave accumulation.

Permanent, cumulative sick leave records for each active professional employee shall be kept in the Director of Schools' office.

A teacher, upon employment, may transfer his/her accumulated sick leave from another Tennessee school district, provided that the Director of Schools of the district in which the accumulated leave was held provides notarized verification.[3]

SUPPORT PERSONNEL

Support personnel shall earn one (1) day of sick leave for each month an employee is employed.

Upon termination, an employee’s accumulated sick leave shall be verified to Tennessee Consolidated Retirement for service credit, i.e., 20 days shall equal one month service credit.

Support personnel who have been members of the Tennessee Consolidated Retirement System (TCRS) may request the transfer of their accumulated sick leave provided proper notarized verification can be obtained.

The immediate supervisor may require documentation from a physician stating the reason for absence.

BEREAVEMENT LEAVE

Employees are entitled to a maximum of three (3) days of leave in the event of the death of an immediate family member. This includes the employee's spouse, child, stepchild, daughter-in-law, son-in-law, parent, stepparent, sibling, father-in-law, mother-in-law, brother-in-law, sister-in-law, grandparent, or grandchild.

Bereavement days will be granted as follows for scheduled work days: A maximum of three (3) days will be granted to employees within a seven (7) day period from the date of death and/or date of memorial service. Employees shall be permitted to apply for additional days of sick leave for bereavement if the need exceeds the initial three (3) days allotted under this policy. The Director of Schools or Designee may require documentation to verify the cause or familial relationship involved in any bereavement leave claim.

Legal References

1. TCA 49-5-710(a)(1)
2. TRR/MS 0520-01-02-.04(2)
3. TCA 49-5-710(a)(5)
4. TCA 49-5-811
5. TCA 49-5-803
6. TCA 49-5-804; TCA 49-5-805
7. TCA 49-5-807
8. TCA 49-5-808(j), (m)
9. TCA 49-5-806(d)
10. TCA 49-5-801 *et seq.*

Cross References

Workers' Compensation 3.602
Orientation and Probation 5.107
Short Term Leaves of Absence 5.300
Family and Medical Leave 5.305
Physical Assault Leave 5.307

Click here to choose a school board.			
Monitoring: **Review: Annually, in January**	Descriptor Term: **Telework During Emergencies**	Descriptor Code: **5.1151**	Issued Date:
		Rescinds:	Issued:

General

Teleworking is a work arrangement where designated employees are allowed to perform their normal duties and responsibilities through the use of hardware and software at an alternate location from their normal work site.

The Director of Schools may require an employee to telework if the duties and responsibilities of the position are required during times of emergency. An employee's participation in the program will be determined by the length and duration of the emergency and will be both initiated and ended at the discretion of the supervisor and/or the Director of Schools. Telework outside of times of emergency is not permitted.

WORK ENVIRONMENT

Employees approved for telework shall maintain a dedicated and safe work environment.

An employee who teleworks shall not allow anyone other than district employees to utilize district provided services or equipment. Employees shall keep remote work and information confidential, in accordance with district policies, procedures, and applicable privacy laws.

Cross References

Emergency Closings 1.8011

Roane County Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Annually, in August	**Emergency Closings**	**1.8011**	**10/19/21**
		Rescinds: **1.8011**	Issued: **03/23/17**

General

The Board authorizes the Director of Schools to close schools in the event of hazardous weather, a public health emergency, or any other emergency which presents a threat to the safety of students, staff members, or school property.[1]

As soon as the decision to close schools is made, the Director of Schools will notify the public media and request that an announcement be made.

If school is not in session or is dismissed early due to snow or inclement weather, the Director of Schools in consultation with the principal(s) of the impacted school(s) shall determine if all scheduled activities in which students are involved shall be postponed or cancelled.

EMPLOYEE RESPONSIBILITIES

In the event of an emergency that requires closure of a school building, group of schools, or the entire district, the Director of Schools is authorized to continue to pay employees who are not able to physically report for duty as a result. These employees shall receive their regular wages. Such payments shall not exceed the number of days budgeted for each employee.

The Director or designee has the authorization by the Board to close the Central Office during inclement weather when it would be dangerous for personnel to report to work.

Unless the Central Office is closed, all twelve-month employees are expected to report to work as soon as they can safely arrive. If unable to get to work, the employee may take personal leave or vacation to cover the absence.

Legal References

1. TCA 49-6-3004(e)(1); TRR/MS 0520-01-02-.31(1)(a)(1)(i); TCA 58-2-101; Public Acts of 2021, Chapter No. 96

Cross References

Emergency Preparedness Plan 3.202
Telework During Emergencies 5.1151

Roane County Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Annually, in March	**Dress Code**	**6.310**	**10/19/21**
		Rescinds: **6.310**	Issued: **08/17/17**

The Roane County School Board believes that in keeping with the educational purposes of public education, students, school employees, and volunteers are expected to dress and groom themselves as individuals with a sense of responsibility and pride. Each student, employee, and volunteer is expected to keep his or her person and clothing neat and clean. It is expected that students, employees, and volunteers while exercising the right to dress and groom themselves in an individual way, will also show through their appearance a high degree of respect for the standards of decency, cleanliness, and style acceptable by the school.

When the principal or designee determines a student, employee, or volunteer is dressed or groomed in a manner which is in violation of this policy or may cause disruption or interfere with the instructional process, the principal shall take action. For students, this action may include options from conferencing with the student, requiring a change in clothing, parent contact, detention, up to and including suspension. Appropriate agencies may also be notified. For employees and volunteers, actions may include conferencing, a change in clothing, or being asked to leave the school or school event.

For the safety of all individuals, clothing brands, tattoos, stickers, or any material that exhibits written, pictorial, or implied references to illegal substances, drugs, tobacco, alcohol, negative slogans, vulgarities, or profanity or are designed to attract undue attention shall be prohibited. Any wearing apparel, brands, tattoos, stickers, or any other material that are sexually suggestive or that features crude or vulgar lettering or printing and/or pictures is prohibited. No item that depicts drugs, tobacco, alcohol, racial/ethnic slurs, violence, or gang affiliation shall be allowed.

The following is a partial list of restrictions in the Roane County School System.

Only appropriate attire may be worn at school. No sleep wear, lounge wear, or swim wear will be allowed.

Head wear:	Hats, bandanas, hoods, sweatbands, sunglasses, etc., are not to be worn in the building.
Piercing of other body parts:	Wearing of body piercing materials which are visible in or on any part(s) of the body (other than ears and/or a small nose or stud) is prohibited. Students may be required to remove any piercing material while at school or involved in a school activity.

No see-through or revealing clothing will be allowed. No undergarments may be visible at any time. Clothing that exposes the abdomen, buttocks, cleavage, naval areas, and/or waist is prohibited.

Top Wear:	Shirts, blouses, and dresses must completely cover the abdomen, back, and shoulders. Shirts or tops must cover the waistband of pants, shorts, or skirts with no midriff visible. Low-cut blouses, shirts, or tops or extremely tight tops, tube tops, or any top that exposes cleavage are prohibited. Frays, tears, or rips are not permitted.
Pants, shorts:	The waistband of clothing must be worn at the waist level. No oversized, baggy, or sagging attire will be permitted. If exercise pants or jeggings/leggings are worn, tops or dresses must extend to mid-thigh.
Skirts/dresses:	Skirts/dresses must be of age-appropriate modest length – top of the knee for grades 6-12.
Shorts:	Shorts must be of age-appropriate modest length –mid-thigh for students in grades 6-12.
Holes, rips, tears, or cuts:	Pants must not have holes, rips, frays, tears, or cuts above mid-thigh.
Shoes:	Appropriate street shoes must be worn at all times. Shoe cleats, shoe skates, bedroom shoes, excessively high heels, or any shoe that impairs the ability of a student to walk safely are prohibited.
Accessories:	No belts which are extra-long with excessive belt material hanging loosely will be permitted. Belt buckles with inappropriate symbols, designs, or insignia are prohibited. Wallet chains or large chains of any kind may not be worn. Jewelry of any kind that promotes inappropriate messages, contraband material, or could pose a safety hazard will not be permitted.
Graffiti:	There is to be no graffiti or symbols that relate to gang, drug, or cult activities on books, book bags, notebooks, or any other items carried by students on school grounds.
Special Dress Day:	Schools may develop special dress days for special occasions at the direction of the principal.
Extracurricular activities:	Students participating in school-sponsored extracurricular activities that require alternate dress are exempt from the dress code during the activity. School functions are community events and dress must reflect the appropriate community atmosphere.

Any item of clothing that is deemed to be disruptive to the instructional process may be prohibited and the student, employee, or volunteer will be asked to change.

Planned enhancements to this policy will be reported to the Director of Schools who will inform the Board.