

Work Session

January 15, 2026 4:00 PM

Central Services Board Room

1. Call to Order/Moment of Silence/Pledge of Allegiance
2. Open Meetings
3. Community Comments
4. Excel Lighting Project Final Presentation
5. Bus Drivers (As Available)
6. DOS Evaluation
7. Strategic Plan
8. Budget Items
 - 8.A. Monthly Budget Topics
 - 8.B. Pay Scales
 - 8.C. Budget Plan
 - 8.D. Supplements
 - 8.E. Upper Cumberland Substitute Pay
 - 8.F. Substitute Cost Projections
 - 8.G. SPED Stipends
9. Projections for Reducing K-3 Class Size
10. '26-'27 Elementary Basketball Discussion
11. Data Accountability Presentation
12. Retreat—Convention

Discussion

Possible Dates: 1/26/26 OR 1/29/26 4-6 PM Location TBD

13. First Reading Policies for December & January
14. Second Reading Policies
15. First AND Second Reading Policies
16. Chief Financial Officer's Report
 - 16.A. Monthly Financial Report
 - 16.B. Monthly Sales Tax
 - 16.C. Budget Amendments
17. Consent Agenda, Voting Items & Informational Items
18. Adjournment

(*) Indicates Board Approval Required

5-Year Strategic Plan for Cumberland County Schools 2023-2028

Academics | Human Resource | Safety & Security

OUR MISSION

To inspire every student, every day towards academic achievements and excellence in life skills so they may reach their full potential.

OUR VISION

Cumberland County Schools are Engaged in an Innovative learning environment Empowering every student to achieve excellence in life, academics, arts, athletics, and activities.

Our Beliefs

- Education is the responsibility of families, students, teachers, and the community.
- Our focus is our students' success.
- Expectations and standards influence performance.
- Attendance is vital to learning success.
- Foster a positive school environment of belonging, trust, respect, and safety.
- Highly qualified, effective instructors and leaders are crucial to the success of our students.
- Cultural diversity is important to the success of every student.
- Athletics, Arts, Academics and Activities motivate students to excel in learning success.
- CCS will be equipped to serve the academic and non-academic needs of all students in their career pathways.



5-Year Strategic Plan for Cumberland County Schools 2023-2028

Academics

ACTION STEPS:

- 1-Test goals
- 2-K-12 Framework
- 3-Parental Involvement
- 4-Athletics, Arts & Activities



5-Year Strategic Plan for Cumberland County Schools 2023-2028

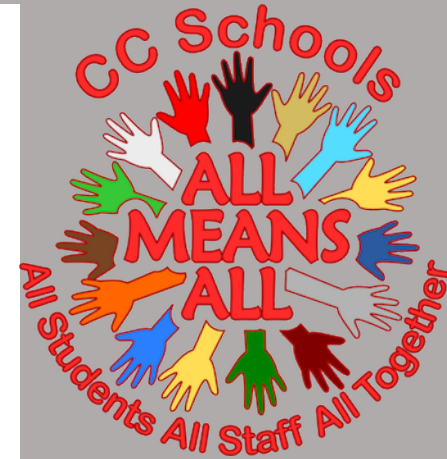
Academics/Test Goals

ACTION STEP:

1-Test goals/Focus

PERFORMANCE METRICS:

- 100 % of individual schools will meet Annual Measurable Objectives (AMO) in ELA and Math.
- 100 % of individual schools will achieve a growth index score of 3 or higher.
- K-2 focus
 - District analyzation of universal screening scores.
 - Additional first grade support.
 - Lower student/teacher ratio K-2



5-Year Strategic Plan for Cumberland County Schools 2023-2028

Academics/K-12 Framework

ACTION STEPS:

2-K-12 Framework (CCTE)

PERFORMANCE METRICS:

- Annually 1% increase in ACT Composite score.
- Annually 10% increase in the Ready Graduate Indicators with goal of being 100% by 2027-2028.
- Annually 2% increase in Graduation Rate to reach attainment of 100% by 2027-2028.
- 100% of students will attain at least 1 Industry Credential Reporting to State upon graduation by 2027-2028.
- Increase work-based learning enrollment by 10% annually.
- Maximize exposure to Industry 4.0 by 10% annually.



5-Year Strategic Plan for Cumberland County Schools 2023-2028

Academics/Parent Involvement

ACTION STEPS:

3-Parent Involvement

PERFORMANCE METRICS:

- Increase parental opportunities and participants for involvement at each school by 2% annually through essential family engagement events.
- Make available a parent resource room at Central Services with needed items for families and supports on an as needed basis.
- Director communication quarterly with families via Parent Square with topics and book suggestions.
- Birth to 3 initiatives-increase supports on district website and social media for this age group.



5-Year Strategic Plan for Cumberland County Schools 2023-2028

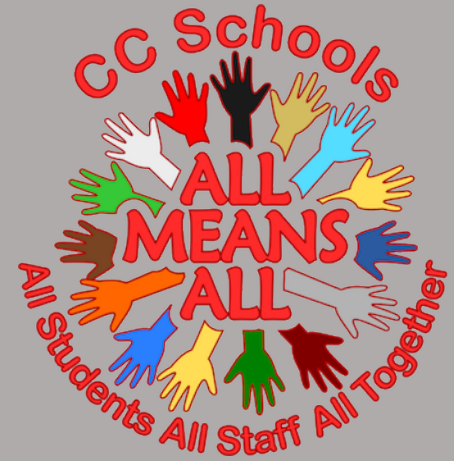
Academics/Athletics, Arts & Activities

ACTION STEPS:

4-Athletics, Arts & Activities

PERFORMANCE METRICS:

- Create athletic procedure to align with TMSAA membership guidelines and Board policy.
- Increase student participation in art displays and performances to include 2% of student population at each school through various activities.
- Strongly encourage each middle and high school student to participate in one extracurricular activity (athletics, band, drama, arts, etc.).



5-Year Strategic Plan for Cumberland County Schools 2023-2028

Academics/Middle School

ACTION STEP:

1-Middle Schools

PERFORMANCE METRICS:

- Analyze possibility of utilizing middle schools.



5-Year Strategic Plan for Cumberland County Schools 2023-2028

Human Resources

ACTION STEPS:

- 1-Recruitment
- 2-Retention



5-Year Strategic Plan for Cumberland County Schools 2023-2028

Human Resources/Recruitment

ACTION STEP:

1-Recruitment

PERFORMANCE METRICS:

- To recruit all necessary employees to the district.
- Attend a minimum of 2 career fairs annually.
- Improve teacher salary and benefits.
- Substitute availability improvements.



5-Year Strategic Plan for Cumberland County Schools 2023-2028

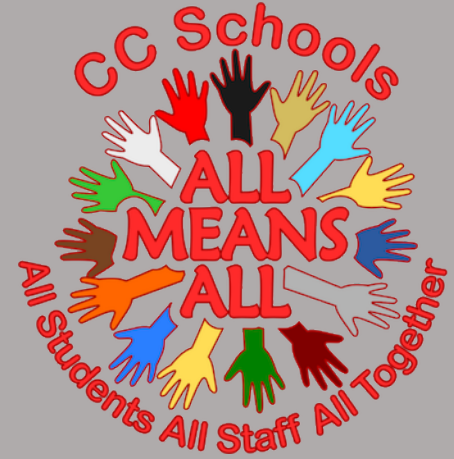
Human Resources/Retention

ACTION STEP:

1-Retention

PERFORMANCE METRICS:

- Increase retention of staff from 78% to 80%.
- Conduct new employee orientation to better equip employees for the demand of the job and retain for future years.
- Provide necessary professional development (PD) for all jobs annually.



5-Year Strategic Plan for Cumberland County Schools 2023-2028

Safety and Security

ACTION STEPS:

- 1-Safety Training
- 2-Safety Plans



5-Year Strategic Plan for Cumberland County Schools 2023-2028

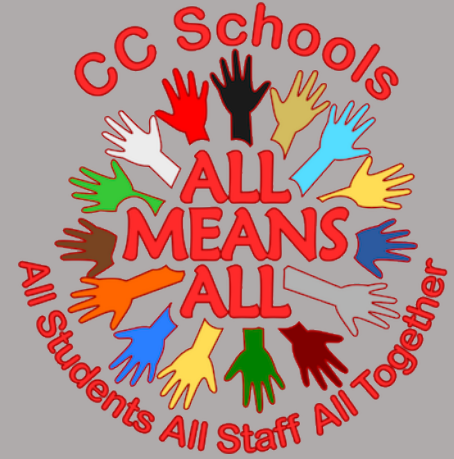
Safety and Security/Safety Training

ACTION STEP:

1-Safety Training

PERFORMANCE METRICS:

- 100% staff (classified and certified) trained on necessary emergency drills and trainings, and trauma informed strategies at the local, state and federal levels.
- 100% staff (classified and certified) trained and understand the utmost importance of locked doors, interior and exterior, and consequences.
- Develop a priority list with Homeland Security, by school.



5-Year Strategic Plan for Cumberland County Schools 2023-2028

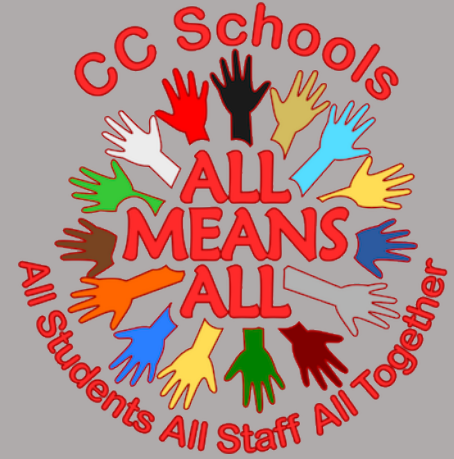
Safety and Security/Safety Plan

ACTION STEP:

1-Safety Plan

PERFORMANCE METRICS:

- 100% schools complete and submit the district required standardized safety plan by deadline.
- Based on availability of funding and recommendations from Homeland Security, upgrade 2 buildings annually.
- Develop a prioritized list with Homeland Security by school.





Budget Discussions by Month

Month	Budget Topic
September	Bus Drivers
October	Furniture/Mower/Playground -Academics
November	Supplements -Maintenance and Capital Schedules
January	Pay Scales and Insurance Supplements
February	Athletic Schedules
March	Maintenance and Capital Schedules



**Cumberland County Schools
Budget Plan
2026-2027**

December 1, 2025	Principal Budget Prep Sheet sent to Principals
December 4, 2025	Budget Calendar distributed to Board Members
December 15, 2025	Statement of Expenditures sent to Supervisors to Develop Itemized Departmental Budget Request
January 2026	Salary Schedules and Supplements updated
January 30, 2026	Itemized Departmental Budget Request due
February 9 & 11, 2026	Principal Allotment Meetings
February 16 & 19, 2026	Itemized Departmental Budget Request Meetings
February 26, 2026	Board Approve Salary Schedules and Supplements
March 12, 2026	Budget Draft #1 Presented to the Board
April 16, 2026	Any necessary budget revisions presented
April 23, 2026	Board Approves Final 2026-2027 Budget
April 27, 2026	Approved Budget to Cumberland County County Commission

Athletic/Extracircular Supplement

2025-2026	\$	435,926.99
2024-2025	\$	447,005.27
2023-2024	\$	425,241.03

Athletic Base Supplements			Base Supplement Amount						
Revised 8/5/25	Per School	District Total	Year 1-4	Year 5-9	Year 10-14	Year 15-19	Year 20-24	Year 25-29	Year 30+
High School									
Archery	1	2	\$500	\$550	\$605	\$666	\$732	\$805	\$886
Band Director	1	2	\$3,400	\$3,740	\$4,114	\$4,525	\$4,978	\$5,476	\$6,023
Band Assistant	1	2	\$1,700	\$1,870	\$2,057	\$2,263	\$2,489	\$2,738	\$3,012
Baseball Head Coach	1	2	\$3,400	\$3,740	\$4,114	\$4,525	\$4,978	\$5,476	\$6,023
Baseball Assistant	2	4	\$1,900	\$2,090	\$2,299	\$2,529	\$2,782	\$3,060	\$3,366
Basketball Head Coach	2	4	\$5,100	\$5,610	\$6,171	\$6,788	\$7,467	\$8,214	\$9,035
Basketball Assistant	2	4	\$2,900	\$3,190	\$3,509	\$3,860	\$4,246	\$4,670	\$5,138
Basketball JV Head Coach	2	4	\$3,100	\$3,410	\$3,751	\$4,126	\$4,539	\$4,993	\$5,492
Basketball JV Assistant Coach	2	4	\$1,800	\$1,980	\$2,178	\$2,396	\$2,635	\$2,899	\$3,189
Bowling	1	2	\$1,400	\$1,540	\$1,694	\$1,863	\$2,050	\$2,255	\$2,480
Cheer Varsity	1	2	\$3,400	\$3,740	\$4,114	\$4,525	\$4,978	\$5,476	\$6,023
Cheer Asst Coach	1	2	\$1,900	\$2,090	\$2,299	\$2,529	\$2,782	\$3,060	\$3,366
Chess	1	2	\$500	\$550	\$605	\$666	\$732	\$805	\$886
Choir	1	2	\$800	\$880	\$968	\$1,065	\$1,171	\$1,288	\$1,417
Color Guard	1	2	\$500	\$550	\$605	\$666	\$732	\$805	\$886
Cross Country	1	2	\$1,200	\$1,320	\$1,452	\$1,597	\$1,757	\$1,933	\$2,126
Dance	1	2	\$800	\$880	\$968	\$1,065	\$1,171	\$1,288	\$1,417
Drama	1	2	\$500	\$550	\$605	\$666	\$732	\$805	\$886
FB Head Coach	1	2	\$5,100	\$5,610	\$6,171	\$6,788	\$7,467	\$8,214	\$9,035
FB Off Coord	1	2	\$3,400	\$3,740	\$4,114	\$4,525	\$4,978	\$5,476	\$6,023
FB Def Coord	1	2	\$3,400	\$3,740	\$4,114	\$4,525	\$4,978	\$5,476	\$6,023
FB Asst	5	10	\$3,000	\$3,300	\$3,630	\$3,993	\$4,392	\$4,832	\$5,315
Fishing Coach	1	2	\$1,500	\$1,650	\$1,815	\$1,997	\$2,196	\$2,416	\$2,657
Girls Flag Football Head Coach	1	2	\$3,000	\$3,300	\$3,630	\$3,993	\$4,392	\$4,832	\$5,315
Girls Flag Football Assistant	1	2	\$1,500	\$1,650	\$1,815	\$1,997	\$2,196	\$2,416	\$2,657
Golf Head Coach	2	4	\$1,500	\$1,650	\$1,815	\$1,997	\$2,196	\$2,416	\$2,657
Soccer Head Coach	2	4	\$3,400	\$3,740	\$4,114	\$4,525	\$4,978	\$5,476	\$6,023

Athletic Base Supplements			Base Supplement Amount						
Revised 8/5/25	Per School	District Total	Year 1-4	Year 5-9	Year 10-14	Year 15-19	Year 20-24	Year 25-29	Year 30+
Soccer Asst Coach	4	8	\$1,900	\$2,090	\$2,299	\$2,529	\$2,782	\$3,060	\$3,366
Softball Head Coach	1	2	\$3,400	\$3,740	\$4,114	\$4,525	\$4,978	\$5,476	\$6,023
Softball Asst Coach	2	4	\$1,900	\$2,090	\$2,299	\$2,529	\$2,782	\$3,060	\$3,366
Student Council	1	3	\$500	\$550	\$605	\$666	\$732	\$805	\$886
Tennis	1	2	\$1,700	\$1,870	\$2,057	\$2,263	\$2,489	\$2,738	\$3,012
Track Head Coach	1	2	\$3,400	\$3,740	\$4,114	\$4,525	\$4,978	\$5,476	\$6,023
Track Asst Coach	1	2	\$1,900	\$2,090	\$2,299	\$2,529	\$2,782	\$3,060	\$3,366
Volleyball Head Coach	1	2	\$3,400	\$3,740	\$4,114	\$4,525	\$4,978	\$5,476	\$6,023
Volleyball Asst Coach	1	2	\$1,900	\$2,090	\$2,299	\$2,529	\$2,782	\$3,060	\$3,366
Wrestling Head Coach	1	2	\$3,400	\$3,740	\$4,114	\$4,525	\$4,978	\$5,476	\$6,023
Wrestling Asst Coach	2	4	\$1,900	\$2,090	\$2,299	\$2,529	\$2,782	\$3,060	\$3,366
Yearbook	1	2	\$1,000	\$1,100	\$1,210	\$1,331	\$1,464	\$1,611	\$1,772
Phoenix Yearbook	1		\$500	\$550	\$605	\$666	\$732	\$805	\$886
Middle School/County Wide									
Baseball Head Coach MS	1	2	\$750	\$825	\$908	\$998	\$1,098	\$1,208	\$1,329
Basketball Head Coach Boys		2	\$2,300	\$2,530	\$2,783	\$3,061	\$3,367	\$3,704	\$4,075
Basketball Asst Coach Boys		2	\$2,000	\$2,200	\$2,420	\$2,662	\$2,928	\$3,221	\$3,543
Basketball Head Coach Girls		2	\$2,300	\$2,530	\$2,783	\$3,061	\$3,367	\$3,704	\$4,075
Basketball Asst Coach Girls		2	\$2,000	\$2,200	\$2,420	\$2,662	\$2,928	\$3,221	\$3,543
Bowling		2	\$500	\$550	\$605	\$666	\$732	\$805	\$886
Cross Country		2	\$500	\$550	\$605	\$666	\$732	\$805	\$886
Cheer Head Coach MS		2	\$3,000	\$3,300	\$3,630	\$3,993	\$4,392	\$4,832	\$5,315
Cheer Assistant MS		2	\$1,500	\$1,650	\$1,815	\$1,997	\$2,196	\$2,416	\$2,657
FB Head Coach MS	1	2	\$2,300	\$2,530	\$2,783	\$3,061	\$3,367	\$3,704	\$4,075
FB Asst Coach MS	3	6	\$2,000	\$2,200	\$2,420	\$2,662	\$2,928	\$3,221	\$3,543
Golf Girls Head Coach		2	\$500	\$550	\$605	\$666	\$732	\$805	\$886
Golf Boys Head Coach		2	\$500	\$550	\$605	\$666	\$732	\$805	\$886

Athletic Base Supplements			Base Supplement Amount						
Revised 8/5/25	Per School	District Total	Year 1-4	Year 5-9	Year 10-14	Year 15-19	Year 20-24	Year 25-29	Year 30+
Golf County Wide	1	2	\$500	\$550	\$605	\$666	\$732	\$805	\$886
Soccer Girls Head Coach		2	\$750	\$825	\$908	\$998	\$1,098	\$1,208	\$1,329
Soccer Girls Asst Coach		2	\$500	\$550	\$605	\$666	\$732	\$805	\$886
Soccer Boys Head Coach		2	\$750	\$825	\$908	\$998	\$1,098	\$1,208	\$1,329
Soccer Boys Asst Coach		2	\$500	\$550	\$605	\$666	\$732	\$805	\$886
Soccer County Wide	1	2	\$750	\$825	\$908	\$998	\$1,098	\$1,208	\$1,329
Softball Head Coach MS	1	2	\$750	\$825	\$908	\$998	\$1,098	\$1,208	\$1,329
Tennis		2	\$500	\$550	\$605	\$666	\$732	\$805	\$886
Track and Field		4	\$500	\$550	\$605	\$666	\$732	\$805	\$886
Volleyball MS	1	2	\$750	\$825	\$908	\$998	\$1,098	\$1,208	\$1,329
Wrestling Girls Head Coach		2	\$500	\$550	\$605	\$666	\$732	\$805	\$886
Wrestling Boys Head Coach		2	\$500	\$550	\$605	\$666	\$732	\$805	\$886
Elementary									
Archery	1	9	\$500	\$550	\$605	\$666	\$732	\$805	\$886
Band	1	9	\$600	\$660	\$726	\$799	\$878	\$966	\$1,063
Basketball Middle (6-8) Head Co	2	18	\$2,000	\$2,200	\$2,420	\$2,662	\$2,928	\$3,221	\$3,543
Basketball Elementary (3-5) Co	2	18	\$500	\$550	\$605	\$666	\$732	\$805	\$886
Cheer Varsity	1	9	\$1,200	\$1,320	\$1,452	\$1,597	\$1,757	\$1,933	\$2,126
Cheer JV	1	9	\$400	\$440	\$484	\$532	\$586	\$644	\$709
Chess	1	9	\$500	\$550	\$605	\$666	\$732	\$805	\$886
Cross Country	2	18	\$500	\$550	\$605	\$666	\$732	\$805	\$886
Cross Country Coordinator		1	\$500	\$550	\$605	\$666	\$732	\$805	\$886
Yearbook	1	9	\$500	\$550	\$605	\$666	\$732	\$805	\$886



Upper Cumberland Substitute Pay

	Average	High	Low
Certified	\$101.89	\$175	\$75
Classified	\$85.83	\$120	\$75

Substitute Cost Projection

Full School Year (180 days) Scenarios

Based on August-October 2025

Usage

Retired Teacher Sub Costs Based on 180 Days

Pay Rate	Total Cost
Current: \$100	\$77,400
Option 1: \$125	\$96,750
Option 2: \$150	\$116,100

Certified Sub Costs Based on 180 Days

Pay Rate	Total Cost
Current: \$85	\$21,726
Option 1: \$100	\$25,560
Option 2: \$125	\$31,950

Classified Sub Based on 180 Days

Pay Rate	Total Cost
Current: \$75	\$358,560
Option 1: \$90	\$430,272
Option 2: \$100	\$478,080

Combined Cost Summary

Scenario	Retired	Certified	Classified	Total Cost
Current Rates	\$77,400	\$21,726	\$358,560	\$457,686
Option 1 Rates	\$96,750	\$25,560	\$430,272	\$552,582
Option 2 Rates	\$116,100	\$31,950	\$478,080	\$626,130



**Cumberland County Schools
Comprehensive Development Classroom Teachers &
Special Day School Teachers**

Number/ Type	\$1000.00	\$1500.00	\$2000	\$2500	\$3000
16-CDC	\$16,000.00	\$24,000.00	\$32,000.00	\$40,000.00	\$48,000.00
2-SDS	\$2,000.00	\$3,000.00	\$4,000.00	\$5,000.00	\$6,000.00
TOTAL	\$18,000.00	\$27,000.00	\$36,000.00	\$45,000.00	\$54,000.00

School	Kindergarten	First Grade	Second Grade	Third Grade	Total Students K-3	Total Teachers K-3	New Teacher Needed	Cluster Average	New Cluster Average
Brown	17	24	17	17					
Brown	14	23	17	19					
Brown	16	23	16	21					
Total	47	70	50	57	224	12	1	18.7	17.2
Crab Orchard	17	20	19	14					
Crab Orchard	17	20	17	15					
Crab Orchard				16					
Total	34	40	36	45	155	8**1 CSR	0	19.4	19.4
Homestead	20	18	23	21					
Homestead	21	18	21	18					
Homestead	19	18	21	17					
Homestead		18		16					
Total	60	72	65	72	269	14	1	19.2	17.9
Martin	14	20	20	24					
Martin	15*	19	18	22					
Martin	12	22	18	24					
Martin	14	19	18						
Total	55	80	74	70	279	14**1 CSR	1	19.9	18.6
North Cumberland	20	25	19	25					
North Cumberland	17	23	19	25					
North Cumberland	17		15						
Total	54	48	53	50	205	10	2	20.5	17.1
Pleasant Hill	18	20	22	16					
Pleasant Hill	19	23	17	17					
Pleasant Hill	18	22	19	21					
Total	55	65	58	54	232	12	1	19.3	17.8
Pine View	21	14	23	17					
Total	21	14	23	17	75	4	1	18.8	15.0
South Cumberland	13	21	21	23					
South Cumberland	15	20	19	21					
South Cumberland	15	22	20	22					
Total	43	63	60	66	232	12	2	19.3	16.6
Stone	16	21	18	23					
Stone	15	21	19	21					
Stone	15	21	19	22					
Total	46	63	56	66	231	12	2	19.3	16.5

# New Teachers Needed	Avg Annual Pay	Total Wages	Total Benefits	Total Annual Increase for 11 New Teachers
8	\$ 54,288.00	\$ 434,304.00	\$ 275,222.99	\$ 709,526.99
3	See Chart	\$ 165,088.00	\$ 75,838.27	\$ 240,926.27
			Total	\$ 950,453.26

New Teacher Assts	Avg Annual Pay	Total Wages	Total Benefits	Total Annual Increase for 11 New Teachers
7	See Chart	\$ 116,736.62	\$ 88,459.09	\$ 205,195.71

****For one teacher**

Average Teacher Salary 25-26	Social Security/Medicare	State Retirement	Life Insurance C-95.00 NC - 48	Medical Insurance	Dental Insurance \$360.00	Totals
\$54,288.00	\$4,153.03	\$4,750.20	\$95.00	\$15,684.00	\$338.04	\$79,308.27

**Medical and Dental insurance calculated on new rates effective 01/01/26.

Teacher Rate	Social Security/Medicare	State Retirement	Life Insurance C-95.00 NC - 48	Medical Insurance	Dental Insurance	Totals
\$36,449.28	\$2,788.37	\$3,280.44	\$95.00	\$7,842.00	\$169.02	\$50,624.11
\$24,144.00	\$1,847.02	\$2,172.96	\$95.00	\$7,842.00	\$169.02	\$36,270.00
\$24,144.00	\$1,847.02	\$2,172.96	\$95.00	\$7,842.00	\$169.02	\$36,270.00
Total for the 3 new teachers for remainder of 25-26						\$123,164.10
**Teacher Assistants added 25-26; Prorated						
T.A. RATE *Remainder 25-26	Social Security/Medicare	State Retirement	Life Insurance C-95.00 NC - 48	Medical Insurance	Dental Insurance	Totals
\$9,896.04	\$757.05	\$865.90	\$48.00	\$4,758.00	\$169.02	\$16,494.01
\$9,987.67	\$764.06	\$873.92	\$48.00	\$4,758.00	\$169.02	\$16,600.67
\$11,087.23	\$848.17	\$970.13	\$48.00	\$4,758.00	\$169.02	\$17,880.56
\$10,537.45	\$806.11	\$922.03	\$48.00	\$4,758.00	\$169.02	\$17,240.61
\$10,170.93	\$778.08	\$889.96	\$48.00	\$4,758.00	\$169.02	\$16,813.98
\$13,161.40	\$1,006.85	\$1,151.62	\$48.00	\$4,758.00	\$169.02	\$20,294.89
\$9,804.41	\$750.04	\$857.89	\$48.00	\$4,758.00	\$169.02	\$16,387.35
Total for the 7 new teacher assts for remainder of 25-26						\$121,712.07
**Grand Total for 3 new teachers and 7 assistants for 25-26						\$244,876.17

Teacher Rate	Social Security/Medicare	State Retirement	Life Insurance C-95.00 NC - 48	Medical Insurance	Dental Insurance	Totals
\$65,088.00	\$4,979.23	\$5,857.92	\$95.00	\$15,684.00	\$338.04	\$92,042.19
\$50,000.00	\$3,825.00	\$4,500.00	\$95.00	\$15,684.00	\$338.04	\$74,442.04
\$50,000.00	\$3,825.00	\$4,500.00	\$95.00	\$15,684.00	\$338.04	\$74,442.04
Total for the 3 new teachers for 26-27						\$240,926.27
**Teacher Assistants added 25-26; Full Salary/Benefits for 26-27						
T.A. RATE	Social Security/Medicare	State Retirement	Life Insurance C-95.00 NC - 48	Medical Insurance	Dental Insurance	Totals
\$16,676.66	\$1,275.76	\$1,459.21	\$48.00	\$9,516.00	\$338.04	\$29,313.67
\$16,676.66	\$1,275.76	\$1,459.21	\$48.00	\$9,516.00	\$338.04	\$29,313.67
\$16,676.66	\$1,275.76	\$1,459.21	\$48.00	\$9,516.00	\$338.04	\$29,313.67
\$16,676.66	\$1,275.76	\$1,459.21	\$48.00	\$9,516.00	\$338.04	\$29,313.67
\$16,676.66	\$1,275.76	\$1,459.21	\$48.00	\$9,516.00	\$338.04	\$29,313.67
\$16,676.66	\$1,275.76	\$1,459.21	\$48.00	\$9,516.00	\$338.04	\$29,313.67
\$16,676.66	\$1,275.76	\$1,459.21	\$48.00	\$9,516.00	\$338.04	\$29,313.67
\$16,676.66	\$1,275.76	\$1,459.21	\$48.00	\$9,516.00	\$338.04	\$29,313.67
Totals						\$116,736.62
						\$8,930.35
						\$10,214.45
						\$336.00
						\$66,612.00
						\$2,366.28
Total for the 7 new teacher assts for remainder of 25-26						\$205,195.71
**Grand Total for 3 new teachers and 7 assistants for 26-27						\$446,121.98

2025-2026	
TISA Accountability Items/Cost	
Item	Cost
3rd Grade County-Wide PLCs	\$0
Benchmark/Test Analyses	\$0
HQIM (CKLA)	\$0
Interventionists	\$174,563.00
Web	\$0
Retention Meetings	\$0
Total	\$174,563.00

Additional Personnel 25-26	
7 Teacher Assistants	\$121,712.07
3 Teachers	\$123,164.10
Total	\$244,876.17

2026-2027	
TISA Accountability It	
Item	
3rd Grade County-Wide PLCs	
Benchmark/Test Analyses	
HQIM (CKLA)	
Interventionists	
Universal Screening Tool-AIMS Web	
Meetings	
Total	

Additional Personnel 26-	
7 Teacher Assistants	
3 Teachers	
Total	

The number of teacher assistants included was based on the RTI numbers; therefore, it may change for th
The total amount of the TISA Accountability is 50% of the interventionist pay-because they work will

Items/Cost

Cost

\$0

\$0

\$0

\$185,000 estimate

\$0

\$0

\$185,000 estimate

-27 estimates

\$205,193.71

\$240,926.72

\$446,120.43

for the 2026-2027 school year.

For all students in K-8.



Cumberland County Schools
Accountability
2024-2025

ELA Achievement/Growth

ELA-Achievement			
	23-24	24-25	
3rd	38.7	33.1	-5.6
4th	39.5	45	5.5
5th	35.7	35.5	-0.2
6th	36.9	37.9	1
7th	39.6	36.6	-3
8th	32	30.7	-2.7
ENG I	29.2	37	7.8
ENG II	46.8	51.3	4.5
District	37.2	38.5	1.3

Literacy-Growth		
	23-24	24-25
3rd	2	3
4th	3	3
5th	3	3
6th	3	3
7th	3	5
8th	4	3
ENG I	1	1
ENG II	1	3
District	1	3

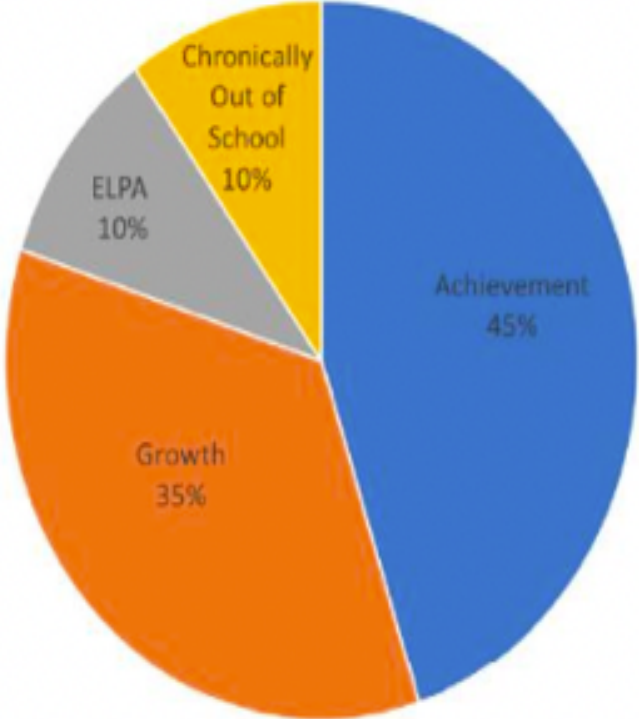
Math Achievement/Growth

Math-Achievement			
	23-24	24-25	
3rd	42.3	40.2	-2.1
4th	36.2	39.5	3.3
5th	44.5	45.4	0.9
6th	42.9	44.9	2
7th	40.5	44.6	4.1
8th	46.2	44.2	-2
Alg I	26	30.6	4.6
Alg II	26.3	34.1	7.8
GEO	34	35.3	1.3
District	37.6	39.9	2.3

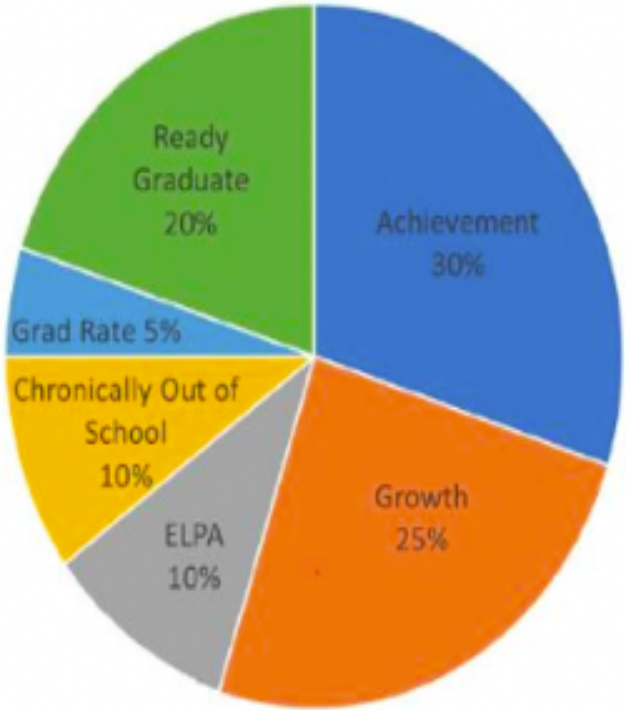
Math-Growth		
	23-24	24-25
3rd	5	5
4th	1	1
5th	5	5
6th	5	5
7th	1	2
8th	3	3
Alg I	3	4
Alg II	2	3
GEO	2	3
District	5	3

Federal Accountability

K-8 Schools

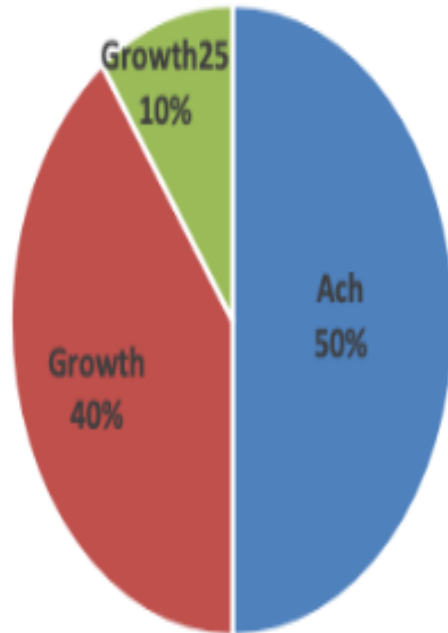


High Schools

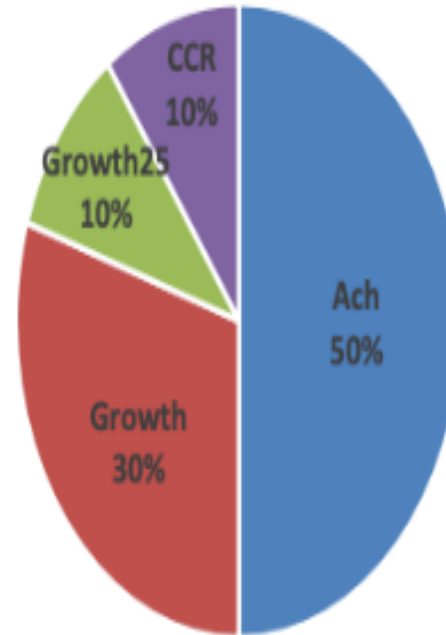


State Accountability (School Letter Grade)

K-8 Schools

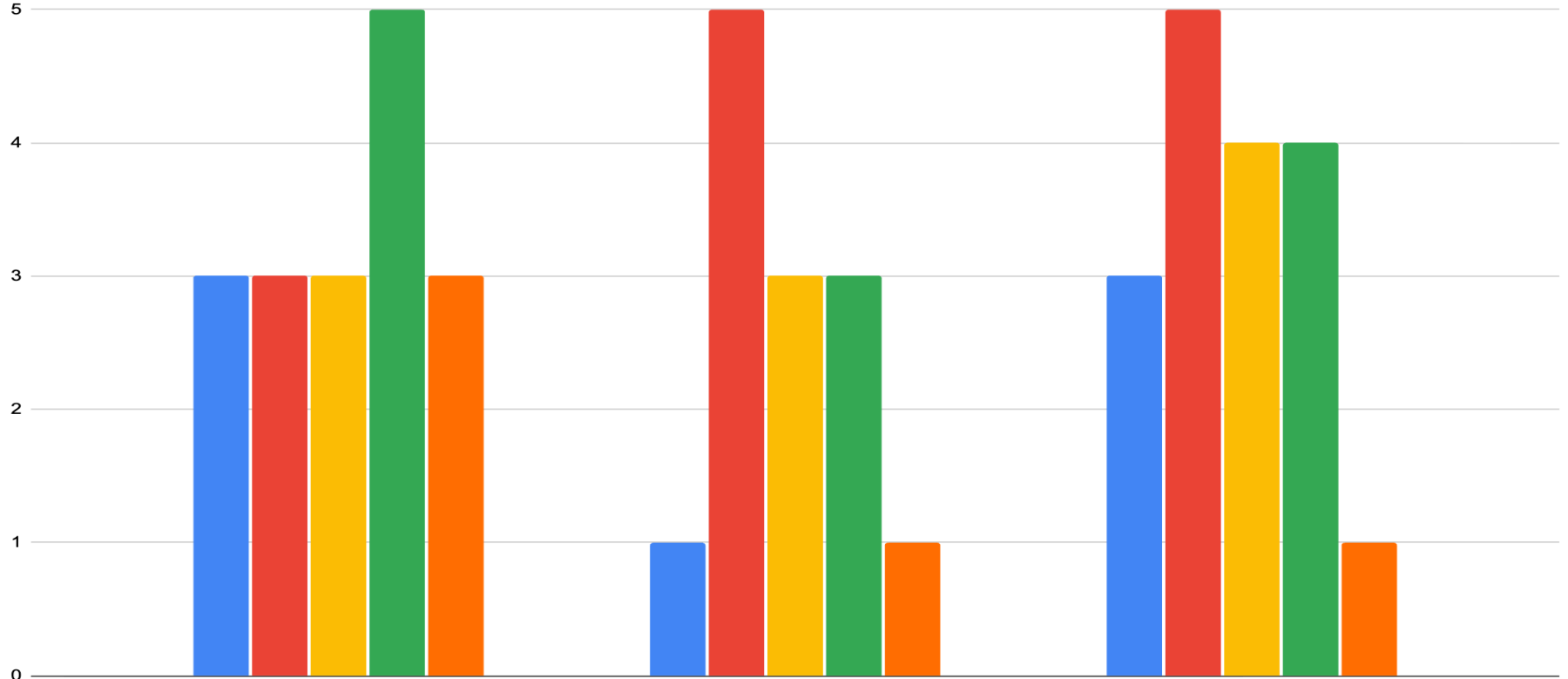


High School



TVAAS

Literacy Numeracy Literacy & Numeracy Science Social Studies



2024-2025 Overall 4

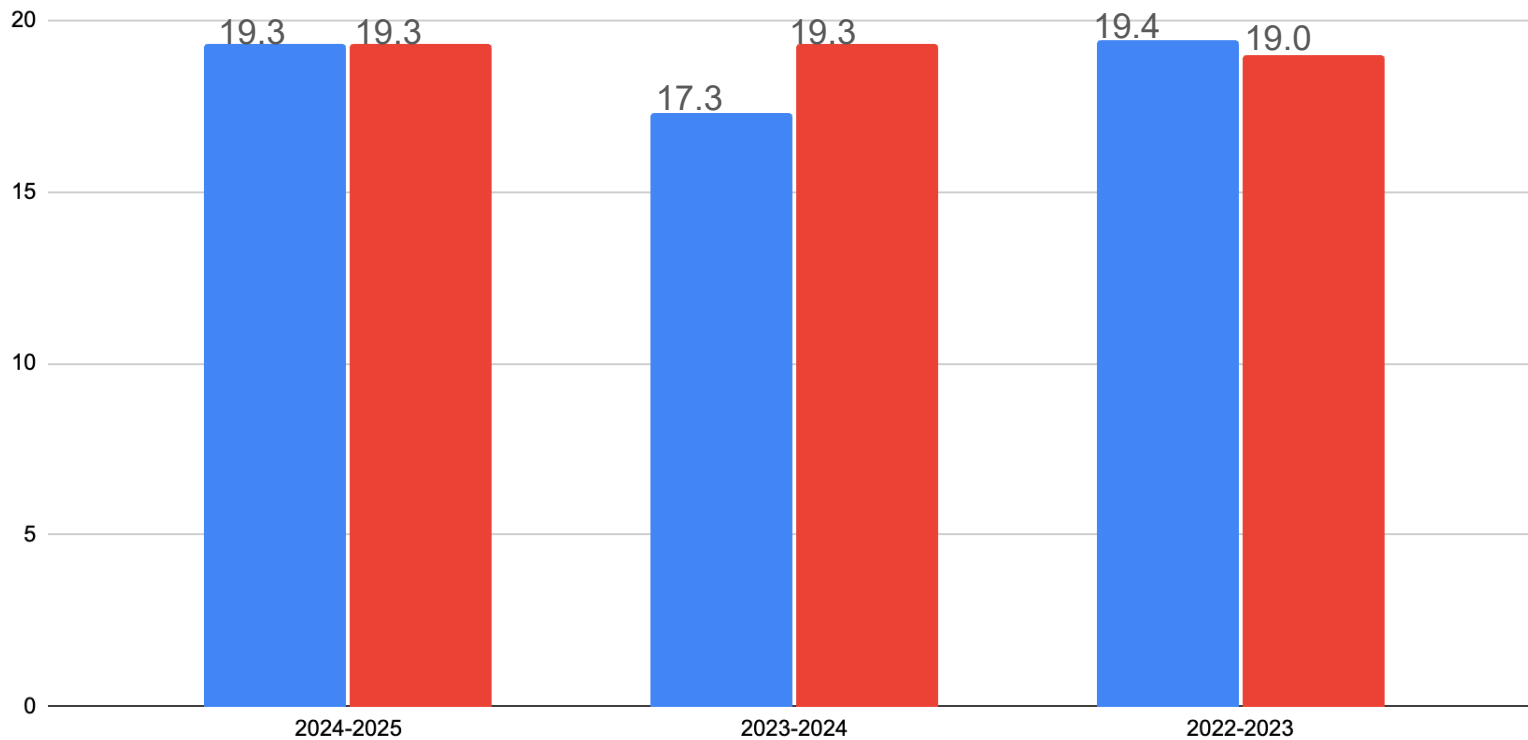
2023-2024 Overall 1

2022-2023

Overall 1

ACT

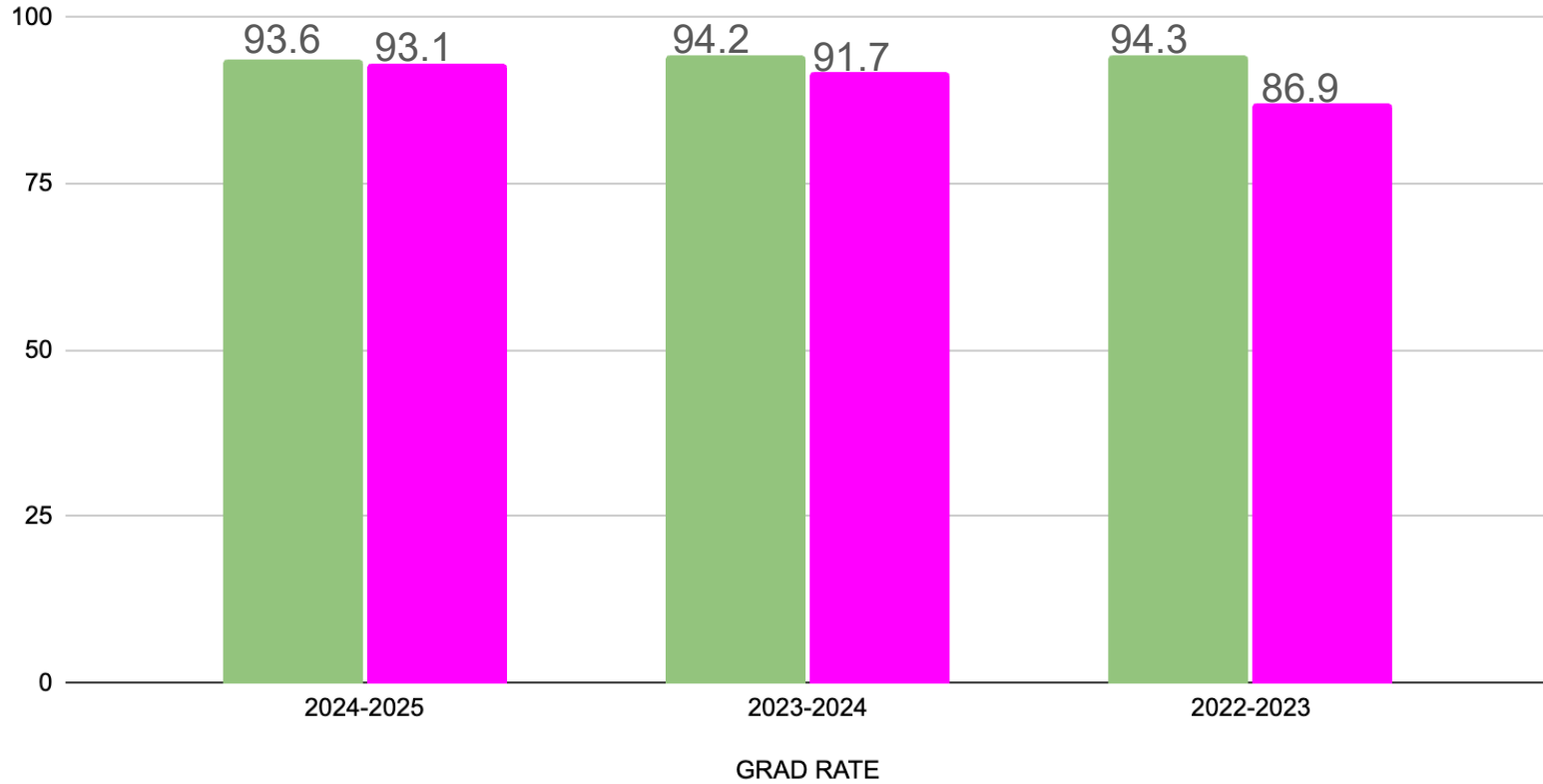
DISTRICT STATE



ACT SCORES

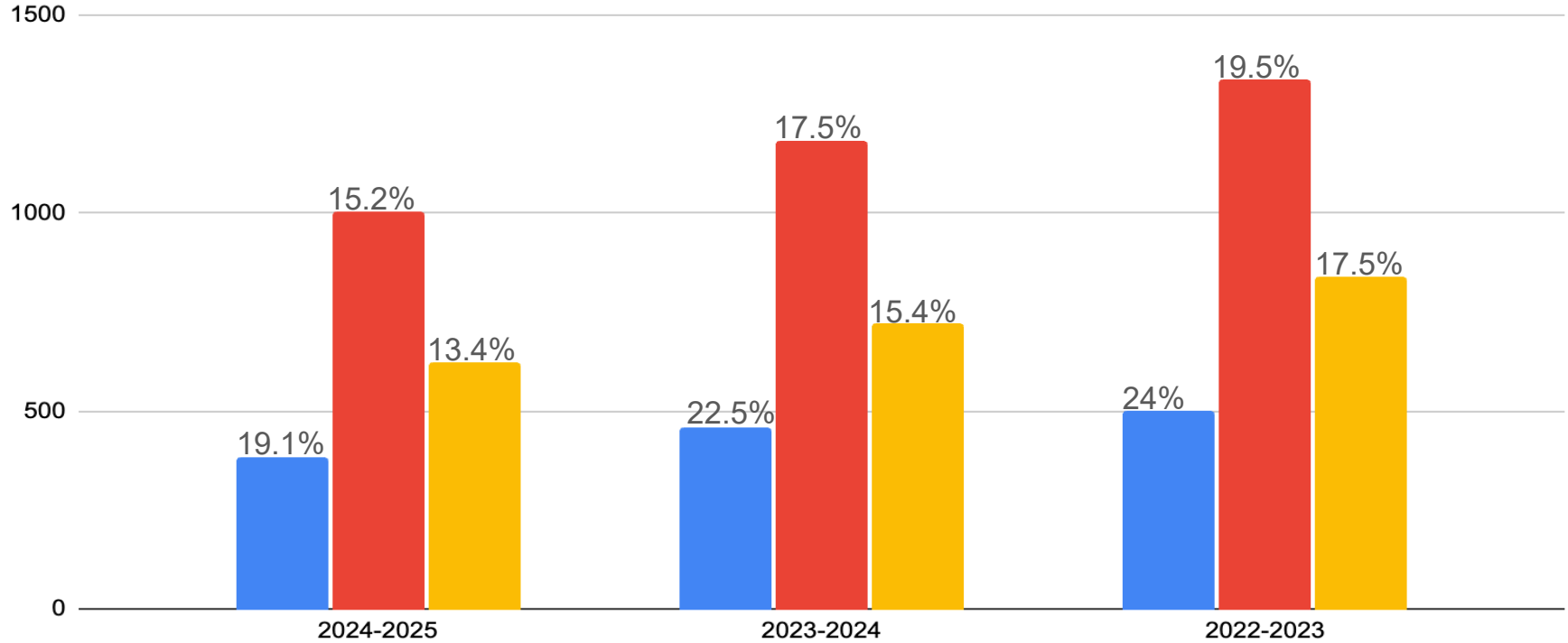
STATE and FEDERAL GRAD RATE

STATE FEDERAL



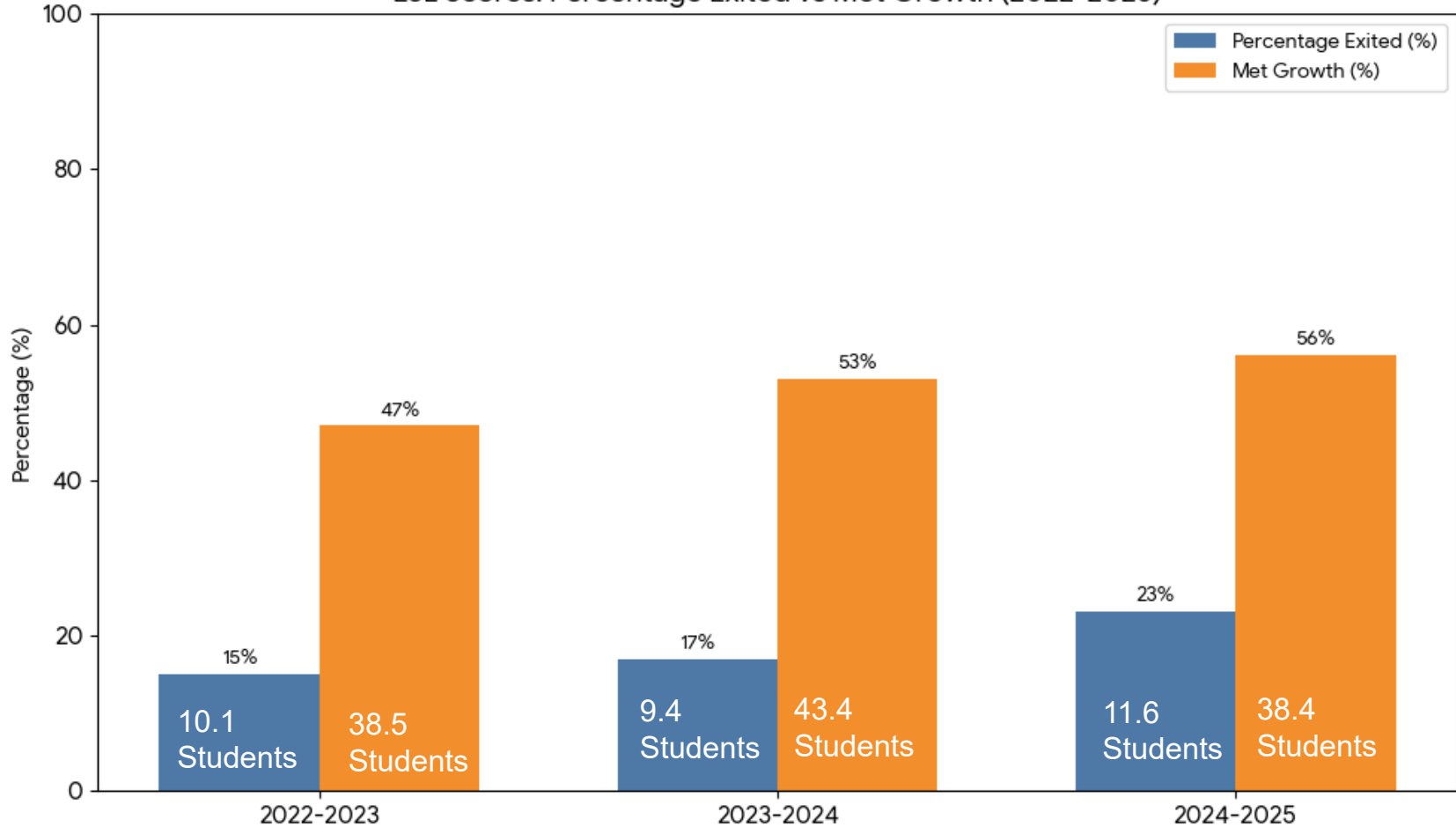
CHRONIC ABSENTEEISM

9-12 ALL GRADES K-8

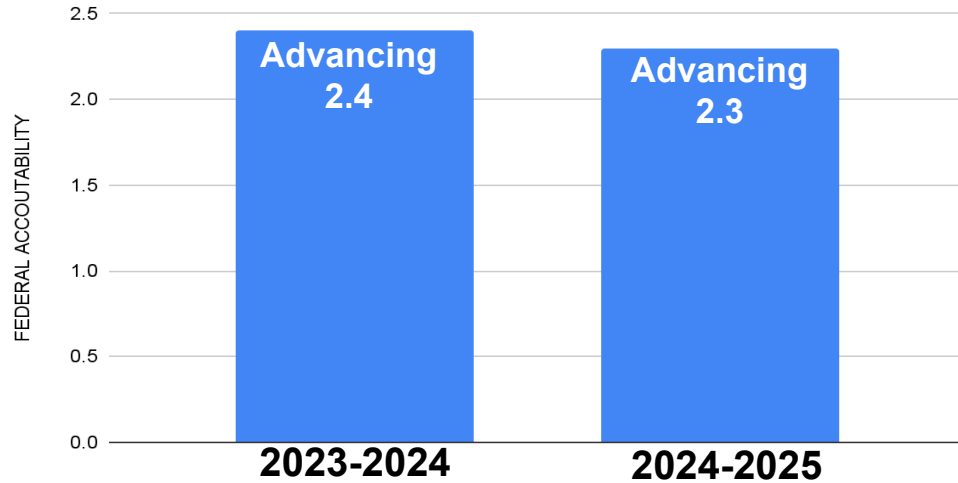


9-12, ALL GRADES and K-8

ESL Scores: Percentage Exited vs Met Growth (2022-2025)

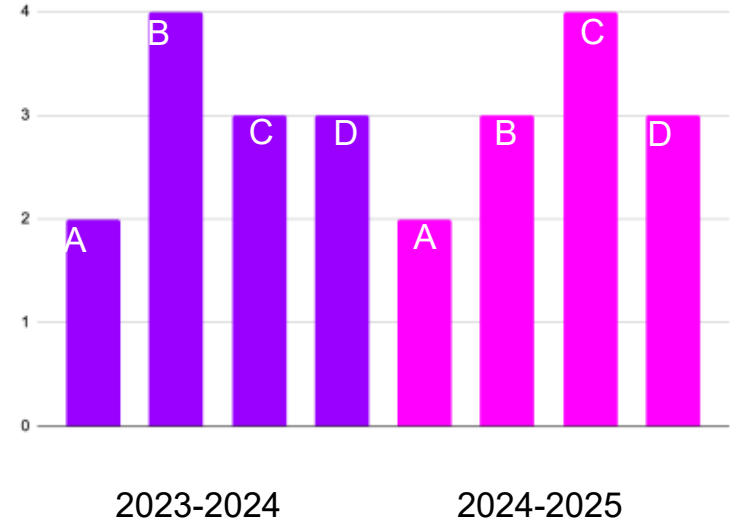


FEDERAL ACCOUTABILITY



2 Reward Schools
Crab Orchard & South Cumberland
2 Designated TSI (Target Support & Intervention)
1 Exited TSI
1 Exited ATSI (Additional Target Support & Intervention)

State Accountability



2 "A" Schools
Martin Elementary & South Cumberland

Cumberland County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Buildings and Grounds Management	Descriptor Code: 3.200	Issued Date: 05/25/23
		Rescinds: 3.200	Issued: 06/22/17

1 All school properties shall be maintained in good physical condition: safe, clean, sanitary, and as
2 comfortable and convenient as the facilities will permit or the use requires.

3 The Director will develop and implement a continuing program of maintenance of all district-
4 owned buildings and grounds.

5 The following are the responsibilities of the maintenance supervisor:

- 6
- 7 1. Improvement and maintenance of school buildings and grounds;
- 8
- 9 2. Repairs, including repairs of equipment, and painting; and
- 10
- 11 3. Disposal of obsolete equipment.
- 12 4. To provide adequate custodial training and programs for building maintenance custodians;
- 13

14 The following are responsibilities of building principals:

- 15 1. To implement adequate custodial [schedules and responsibilities](#);
- 16
- 17 2. To oversee the operation of the school plant and require that personnel assigned to the
- 18 building keep it in a safe, clean, healthy, and pleasant condition;
- 19
- 20 3. To make continuing checks for hazardous conditions, including safety and operation of
- 21 equipment, and prevention of hazardous situations caused by carelessness; and
- 22
- 23 4. To request, on a timely basis, appropriate maintenance and repairs through appropriate
- 24 channels.

Cumberland County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Curriculum Development	Descriptor Code: 4.200	Issued Date: 08/26/21
		Rescinds: 4.700	Issued: 01/07/08

1 *General*

2 Under the leadership and direction of the supervisors of instruction, a unified curriculum shall be
3 developed for ~~in~~ each subject area, for grades K-12, and presented to the Board for adoption.¹

4 The curriculum shall include those subjects and topics required by state and federal laws and
5 regulations.² It shall foster respect and appreciation of the cultural diversity found in our country and
6 an awareness of the rights, duties, and responsibilities of each individual as a member of a pluralistic
7 society.

8 Teachers in each school shall participate in the system-wide development of the curriculum in their
9 appropriate subject areas. Assignments for curriculum development in the elementary grades will be
10 made by the principal. The curriculum will be revised and updated regularly through in-service
11 programs and curriculum planning sessions with changes subject to approval by the Board.

12 Experimentation with newer concepts of curriculum design, scheduling, and instructional techniques is
13 encouraged but must have prior approval of the principal. An experimental program requires the
14 approval of the Director, the Board, the Commissioner of Education, and the State Board of
15 Education.¹

16 **IMPLEMENTATION**

17 The primary responsibility for ensuring the effective operation of the curricular programs and activities
18 shall be delegated to the Director of Schools.

19 The school principals shall be responsible for administering the established instructional programs of
20 their respective schools.

Legal References

1. TCA 49-1-302(a)(1)-(3), (8); TRR/MS 0520-01-03-.03
2. TCA 49-6-1001, *et seq.*; TCA 49-6-1201, *et seq.*; TCA 49-6-1301-1302

Cross References

Evaluations of Instructional Programs 4.702
In-Service & Staff Development Opportunities 5.113
Staff Rights & Responsibilities 5.600
Staff Time Schedules 5.602

Cumberland County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: <h2 style="text-align: center;">Class Size Ratios</h2>	Descriptor Code: 4.201	Issued Date: 07/25/24
		Rescinds: 4.201	Issued: 01/26/23

1 **General¹**

2 ~~Pupil teacher ratios shall not exceed the averages outlined in state law. Further, class sizes shall not~~
 3 ~~exceed the maximum allowed by state law.~~

4 Cumberland County Schools will adopt the following class size requirements which meet or exceed the
 5 expectations of the State of Tennessee per state law.

6

Grade Level	Average Class Size	Maximum Class Size
K-3	18	20
4-6 Grade	25	30
7-12 Grade	30	35

7

8 The average class size for a grade level unit (such as the unit K-3) shall not exceed the stated average,
 9 although individual classes within the grade level unit may exceed the average. No class in the grade
 10 level unit shall be over maximum class size.

11

12 **WAIVERS**

13

14 Waiver requests for the K-3 unit shall be approved by the Cumberland County Board of Education
 15 after thorough review of the ability to meet TISA Accountability requirements in the K-3 unit and the
 16 and full study of the capacity capability of each individual facility.

17 The Director of Schools/designee may seek a waiver from the Commissioner of Education to extend
 18 the career and technical education (CTE) classes in grades six through twelve (6-12) as long as these
 19 class sizes do not exceed the maximum class size set for CTE. For grades six through eight (6-8), the
 20 class size may be extended, but the class size and average must not exceed those for general education
 21 classes in grades seven through twelve (7-12). ²

22 If a natural disaster results in the enrollment of displaced students, the Commissioner of Education
 23 may grant a waiver from the maximum class sizes.

24 The Director of Schools shall apply for additional waivers as needed in compliance with state law.

Legal References

1. [TCA 49-1-104; TRR/MS 0520-01-02-.31\(4\)](#)
2. [TCA 49-1-104\(g\); Public Acts of 2024, Chapter No. 712](#)

Cross References

Graduation Requirements 4.605
Waivers of Statute, Rules, and Regulations 4.607
Religious Content of Courses 4.804
Student Goals 6.100
Student Concerns 6.305

Cumberland County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: <h2 style="text-align: center;">Special Education</h2>	Descriptor Code: 4.202	Issued Date: 01/26/23
		Rescinds: 4.202	Issued: 02/26/09

1 The Board shall provide access to a free appropriate public education (FAPE) to all ~~disabled~~ children
 2 with disabilities, ages 3-21, inclusive, residing within the jurisdiction of the school system. The plan for
 3 ~~implementation of~~ implementing appropriate instruction and special education services shall be
 4 developed and maintained in accordance with the current *Rules, Regulations, and Minimum Standards*
 5 of the State Board of Education,¹ and all applicable state² and federal³ law including the *Individuals with*
 6 *Disabilities Education Act (IDEA)*.

7 The Board shall develop and periodically update a local plan for providing special education services
 8 for ~~disabled~~ students with disabilities. ~~Specifically, the Board assures that:~~

- 9 ~~1. All disabled children living within the school system have available to them a free, appropriate~~
 10 ~~public education which emphasizes special education and related services to meet their unique~~
 11 ~~needs; and~~
 12 ~~2. The rights of disabled children and their parents are protected.~~

13 The plan shall aim toward meeting the following objectives:

- 14 1. To carry out a comprehensive screening and assessment plan emphasizing the early identification
 15 and evaluation of ~~disabled~~ students with disabilities.
 16 2. To use the Individual Education Program (IEP-Team) for reviewing assessment, formulating
 17 programming, and determining placement for every disabled student, including review of
 18 proposed suspensions when appropriate, in accordance with the State Board of Education *Rules,*
 19 *Regulations, and Minimum Standards*;
 20 3. To ensure that placements are made which educate disabled children with non-disabled to the
 21 maximum extent appropriate in the schools these children would normally attend if not disabled
 22 and with age-appropriate peers;
 23 4. To provide each disabled child with an individual educational program (IEP) specifically
 24 designed to meet his unique needs;
 25 5. To provide continuing evaluation of the progress of each child with a disability ~~disabled child's~~
 26 ~~progress~~, including at least annual review of his IEP and complete re-evaluation at least every
 27 three (3) years;
 28 6. To ensure that procedural safeguards required by state and federal laws are adhered to;
 29 7. To involve parents of ~~disabled~~ children with disabilities in a meaningful dialogue with school
 30 personnel which will begin with initial referral and continue throughout the student's educational
 31 career; and
 32 8. Adhere to mandated procedures for isolation or restraints of students.⁴

Legal References:

1. TRR/MS 0520-1-3-.09(3)(b)
2. TCA 49-10-101 et. seq.
3. Education of Individuals with Disabilities 20 U.S. C. Sections 1400-1485. Section 504 of the Rehabilitation Act of 1973. (Note: 504 of the Rehabilitation Act of 1973 has been interpreted by the courts to include individuals with contagious diseases to be handicapped.
4. TCA 49-10-1301-1306

Cross Reference:

Special Education Students 6.500

Cumberland County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Special Programs	Descriptor Code: 4.206	Issued Date: 02/23/23
		Rescinds: 4.206	Issued: 10/28/21

1 All special programs shall be under the general supervision of the appropriate supervisor.

2 **REMEDIAL INSTRUCTION**

3 The remedial program will ~~concentrate mainly~~ **focus primarily** on ~~improvement of~~ **strengthening**
4 reading and math skills for ~~the most educationally needy~~ students **with the greatest academic support**
5 **needs**. Various materials will be used to supplement the work being done in the classroom.

6 Instructional assistants will assist students in reading and math, working under the direction of the
7 regular classroom teacher.

8 **HOMEBOUND INSTRUCTION¹**

9 The Homebound Instruction Program is for students who, because of a medical condition are unable to
10 attend the regular instructional program¹. The homebound instruction program shall consist of three (3)
11 hours of instruction per week for a period of time determined, on a case-by-case basis, by the district.

12 To qualify for the Homebound Program, a student shall have a medical condition that will require the
13 student will be absent for a minimum of ten (10) consecutive instructional days or for an aggregate of
14 at least ten (10) instructional days for a student who has a chronic medical condition. The student shall
15 be certified by his/her treating physician as having a medical condition that prevents him/her from
16 attending regular classes. The services provided the homebound student shall reflect the student's
17 capabilities and be determined by the homebound instructor, after consultation with appropriate
18 professional staff of the student's assigned school.

19 Recertification shall be obtained after the expiration of each period of homebound instruction if the
20 student's treating physician certifies, in writing, that the student has a medical condition that prevents
21 him/her from returning to the regular classes.

22 **HOMEBOUND PROGRAM FOR PREGNANT STUDENTS^{1,2}**

23 The homebound instruction program for pregnant students shall consist of a minimum of three (3)
24 hours of instruction per week for a period of six (6) weeks.² When provided, such homebound
25 instruction shall consist of two (2) visits per week, each visit lasting for one and one-half (1-1/2) hours.

26 The student's physician shall recommend, in writing, the six-week period for which the student shall be
27 eligible for homebound instruction.

1 A homebound instruction program for longer than the six (6) week period shall only be provided to a
2 student who is certified in writing by her physician as having health complications arising from the
3 pregnancy that prevent her from returning to regular classes.

4 **ABANDONED AND NEGLECTED STUDENTS**

5 The district will provide a free appropriate public education to all abandoned and neglected students
6 within the county.

7 **DELINQUENT AND INCARCERATED STUDENTS**

8 The district will provide educational services for delinquent and incarcerated students within the
9 county.
10

Legal References

1. TCA 49-10-1101; TRR/MS 0520-01-02-.10
2. TRR/MS 0520-01-13-.01(d)(1)

Cross References

Alternative Credit Options 4.209
Virtual Education Program 4.212
Student Communicable Diseases 6.403
Acquired Immune Deficiency Syndrome 6.404

Cumberland County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Virtual Education Program	Descriptor Code: 4.212	Issued Date: 06/19/25
		Rescinds: 4.212	Issued: 01/26/23

1 *General*

2 The Cumberland County virtual education program is a course or series of courses offered by [the](#)
3 school district to provide students a broader range of educational opportunities through the use of
4 technology. Utilizing this program is temporary and shall not replace a student's regular instructional
5 program.¹

6 Class size ratios for the virtual education program shall comply with the requirements as outlined in
7 state law.²

8 Virtual education programs³ shall be made available to students for the following purposes:

- 9 1. Academic remediation, enrichment, or providing students access to a wider range of courses;
- 10
- 11 2. Continuity of educational service for students who are homebound;⁴
- 12
- 13 3. Continuity of educational service for students who are quarantining;⁵
- 14
- 15 4. Continuity of educational service for students enrolled in an alternative school;⁶
- 16
- 17 5. Continuity of educational service when the district utilizes remote instruction due to dangerous
18 or extreme weather conditions, a serious outbreak of illness affecting or endangering students
19 or staff, or during the administration of end of course examinations or other examinations as
20 allowed per state law; or⁷
- 21
- 22 6. Continuity of educational service when the district utilizes hybrid instruction due to dangerous
23 or extreme weather conditions, or an emergency, as determined by the Director of Schools.⁸

24 **ELIGIBILITY AND PARTICIPATION REQUIREMENTS**

25 Students shall be eligible to utilize a virtual education program if participating in one of the above
26 educational opportunities. The following factors shall also be taken into consideration when
27 determining eligibility:

- 28 1. Attendance;
- 29
- 30 2. Grades;
- 31

1 3. Technology survey; and

2
3 4. Other, as determined by district procedures.

4
5 The Director of Schools shall work with the Board’s attorney to draft an enrollment agreement for
6 students from other school districts that want to attend virtual education program courses.

7 **ATTENDANCE**

8 Student attendance in the virtual education program shall adhere to the general requirements of board
9 policy 6.200 and any relevant administrative procedures.

10 Methods of confirming student attendance shall include two or more of the following:

11 1. Students participating in a phone call with a teacher, with parent/guardian support as
12 appropriate for the age of the student;

13
14 2. Students participating in synchronous virtual instruction;

15
16 3. Students completing work in a learning management system;

17
18 4. Students submitting work via hard-copy or virtual formats; or

19
20 5. Other, as determined by district procedures.

21 **REMOVAL FROM VIRTUAL EDUCATION PROGRAM**

22 A student may be removed from the virtual education program or denied future enrollment in a virtual
23 education program based on disciplinary issues, attendance issues, or poor academic performance.

24 Before a student is removed based on poor academic performance, the following interventions shall
25 occur:

26 1. Notification of parent/guardian;

27
28 2. One-on-one assessment conducted by the principal/designee regarding any learning needs and
29 academic performance; and

30
31 3. Other, as determined by district procedures.

32 **ENROLLMENT AGREEMENT**

33 The Director of Schools shall work with the Board’s attorney to draft an enrollment agreement for
34 students from other school districts that want access to virtual education program courses.

Legal References

1. [TRR/MS 0520-01-03-.05\(2\)](#)
2. [TCA 49-1-104\(h\); State Board of Education Policy 3.206](#)
3. [TCA 49-16-101; TRR/MS 0520-01-03-.05\(2\)\(a\)](#)
4. [TRR/MS 0520-01-02-.10; TRR/MS 0520-01-09-.07](#)
5. [TRR/MS 0520-01-13-.01\(1\)\(c\)](#)
6. [TRR/MS 0520-01-02-.09; TCA 49-6-3402\(i\)](#)
7. [TCA 49-6-3004\(i\)](#)
8. [Public Acts of 2025, Chapter No. 484](#)

Cross References

Emergency Closings 1.8011
Homebound Instruction 4.206
Credit Recovery 4.210
Alternative Education 6.319

Cumberland County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Family Life Education	Descriptor Code: 4.213	Issued Date: 07/25/24
		Rescinds: 4.213	Issued: 01/26/23

1 A family life education program shall be implemented within the school district in compliance with state
2 law.¹

3 A parent/guardian who chooses not to have a student participate in the family life education program
4 shall submit such request in writing to the principal. A student who is excused from the program shall
5 be assigned alternative health activities and shall not be penalized academically.

6 **FAMILY LIFE INSTRUCTION**

7 The curriculum for the family life education program shall, in a manner that is age-appropriate and
8 factually and medically accurate, including the following: ²

- 9 1. Teach the skills needed to make healthy decisions in all aspects of marriage and family life;
- 10 11 2. Encourage sexual health by helping students understand how the whole person is affected by
12 sexual activity as well as other risk behaviors;
- 13 14 3. Provide information about human reproduction, including conception, birth, and prenatal care,
15 as well as the process of adoption and its benefits;
- 16 17 4. Provide information on the family unit and the responsibilities and consequences related to sexual
18 activity, including the challenges of single teen parenting;
- 19 20 5. Promote only sexual risk avoidance through abstinence and the positive results of avoiding sexual
21 activity;
- 22 23 6. Provide instruction on the detection, intervention, prevention, and treatment of child sexual
24 abuse, including such abuse that may occur in the home, and human trafficking in which a victim
25 is the child, and internet crimes against children;
- 26 27 7. Provide instruction on the prevention of dating violence;
- 28 29 8. Encourage communication between parent(s)/guardian(s) and students; and
- 30 31 9. Address the legal aspects of sexual activity with emphasis on the rights of the student; and

1

2 10. Include the presentation of high-quality, computer-generated animation or high-definition
3 ultrasound of at least three (3) minutes in duration that shows the development of the brain, heart,
4 and other vital organs in early fetal development per state academic standards.³

5 Instruction in topics related to sexual activity are not age-appropriate for students in grades kindergarten
6 through five (K-5) and shall not be taught as part of the family life curriculum. This does not prohibit
7 instruction on detection, intervention, prevention, and treatment of child sexual abuse and human
8 trafficking of children.⁴

9 The family life education program shall be reviewed annually to assure that the prohibited items of
10 instruction, as provided for in state law,⁵ are not included in curriculum.

11 **TRAINING ON INSTRUCTION**

12 Personnel involved in instruction will conduct such instruction with maturity and discretion. Personnel
13 providing family life instruction shall receive training prior to presenting such instruction.

14 **REPORTING²**

15 At the beginning of each school year, the Director of Schools shall provide the contact information to
16 the Department of Children's Services of each employee or trained professional providing
17 instruction on family life curriculum related to child sex abuse, human trafficking, and internet crimes.
18 The Director shall also report on the curriculum selected by the Board of Education.

Legal References

1. [TCA 49-6-1302](#)
2. [TCA 49-6-1304; Public Acts of 2024, Chapter No. 571](#)
3. [Public Acts of 2024, Chapter No. 795](#)
4. [Public Acts of 2024, Chapter No. 970](#)
5. [TCA 49-6-1304\(b\)](#)

Cumberland County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Use of Copyrighted Materials	Descriptor Code: 4.404	Issued Date: 01/26/23
		Rescinds: 4.404	Issued: 02/06/97

1 In order to define the fair and reasonable use that employees may make of copyrighted work for
2 educational purposes without the permission of the copyright owner and to reduce the risk of copyright
3 infringement, the Board shall require the following:

- 4 1. All employees shall adhere to the provisions of the United States Code regarding the copying
5 and/or the use of all copyrighted materials,¹
6
- 7 2. In the case of computer software, the ethical and practical problems caused by computer software
8 piracy shall be taught in all computer courses;
9
- 10 3. The Director of Schools shall establish specific regulations regarding the copying, distribution
11 and use of copyrighted materials for instructional purposes; and
12
- 13 4. The ~~principal of each school~~ **Director of Schools** shall establish practices which will enforce this
14 policy at the school level.

Legal Reference:

1. Title 17 of the U.S.C.A.

Cross References:

Web Pages 4.407

Cumberland County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Web Pages	Descriptor Code: 4.407	Issued Date: 01/26/23
		Rescinds: 4.407	Issued: 06/01/00

1 CONTENT STANDARDS

2 In order to take advantage of the opportunities the Internet provides, the Board authorizes the creation
3 of school and/or district web pages on the Internet. Only those web pages maintained in accordance with
4 Board policy and established procedures shall be recognized as official representations of the district or
5 individual schools. All information on a school or District web page must accurately reflect the mission,
6 goals, policies, program and activities of the school and district. The web page must have a purpose
7 which falls within at least one of three categories:

- 8 1. Support of curriculum and instruction — intended to provide links to Internet resources for
9 students, parents, and staff in the district.
- 10 2. Public information —intended to communicate information about the schools and district to
11 students, staff, parents, community, and the world at large; and
- 12 3. District technology support —intended to provide and respond to instructional and
13 administrative technology needs of students and staff.

16 All material on a school [website](#) shall be either original to the school, in the public domain or posted
17 with the express permission of its rightful owner. This includes, but is not limited to, text, graphics,
18 pictures, video, sounds, music, characters, logos and trademarks. Web page publications shall follow all
19 applicable copyright laws and guidelines.

20 [Websites](#) developed under contract for the school district or within the scope of employment by district
21 employees are the property of the school district.

22 PRIVACY STANDARDS

- 23 1. Because Internet publications are available to the entire world, special care shall be taken to
24 protect the privacy of students and staff. Web pages may not include personally identifying
25 information regarding a student¹ such as: telephone numbers, addresses, names of other family
26 members, names of friends, [email](#) addresses, specific location of a student at any given time,
27 grades or any other academic information. No confidential information shall be published on or
28 linked to the [website](#).
- 29 2. Student work may be published on web pages only with written consent of the student's
30 parent/guardian or the eligible student before each incident of publication. ~~The authoring student
31 shall also sign a copyright consent form.~~

1 3. Links to student e-mail accounts are prohibited.
2

3 4. Pictures of students may be included only under the following conditions:
4

- 5 ● Individual student pictures may be published on the [website](#) only with written consent of the
6 student's parent/guardian or eligible student.
- 7 ● Pictures of groups of students involved in a school-related activity may be published without
8 consent; however, the students shall only be identified by the group name.
- 9 ● Students shall not be individually identified in pictures unless there is a special reason for
10 doing so, such as recognition for receiving an award. In such cases, the student's
11 parent/guardian or eligible student must give written consent.

12 **ADVERTISING/SPONSORSHIPS**

13 Any use of advertising or sponsorships that appears on a school [website](#) must be approved by the school
14 web administrator, the principal, or the Director of Schools/designee. Guidelines for approval shall be
15 established by the Director of Schools/designee and must be consistent with the Board's policies and
16 guidelines used in other school and district publications.

17 **ADMINISTRATIVE PROCEDURES**

18 The Director of Schools shall develop administrative procedures for development of web pages including
19 content, quality and consistency standards and shall designate an individual(s) to be responsible for
20 maintaining the official district web page and monitoring all district web page activity. A building
21 principal shall make such designation for an individual school. Schools or departments who wish to
22 publish a web page must identify the webmaster's name, [email](#) address and phone number on the web
23 page.

24 **CONCERNS/COMPLAINTS**

25 As with any instructional materials or publication used by or representing the school or district, the
26 building principal, or Director of Schools, respectively, is ultimately responsible for accuracy and
27 appropriateness of the information made available on the [website](#). Concern about the content of any
28 page(s) created by students or staff should be directed to the building principal or the Director of Schools'
29 office when related to the district [website](#). If the concern is not resolved, persons who wish to file a
30 formal complaint shall submit a written request for reconsideration of instructional material.

Legal Reference:

1. 20 U.S.C.A. 1232 g (a)(5)(A)(B)

Cross References:

- Reconsideration of Instructional Materials 4.403
- Use of Copyrighted Materials 4.404
- Employee-Developed Materials 4.405

Cumberland County Board of Education

Monitoring: Review: Annually, in December	Descriptor Term: Parent and Family Engagement	Descriptor Code: 4.502	Issued Date: 02/23/23
		Rescinds: 4.502	Issued: 01/26/23

1 GENERAL EXPECTATIONS FOR PARENT ENGAGEMENT

2 The Board is committed to increasing and ensuring the involvement of parents and other family
3 members in the education of students.

4 The Board shall implement the following as required by federal or state laws or regulations:¹

- 5 • ~~The school district shall annually work with parents in evaluating and potentially revising the~~
6 ~~provisions of this policy in improving the quality of schools. Such an evaluation shall strive to~~
7 ~~identify any barriers to greater participation by parents (with particular attention to parents who~~
8 ~~are economically disadvantaged, are disabled, have limited English proficiency, have limited~~
9 ~~literacy, or are of any racial or ethnic minority background).~~ ~~The school district and its schools~~
10 ~~to the extent practicable shall provide full opportunities for the participation of parents with~~
11 ~~limited English proficiency, parents with disabilities, parents experiencing homelessness, and~~
12 ~~parents of migratory children, including providing information and school reports in an~~
13 ~~understandable and uniform format and including alternative formats upon request, and, to the~~
14 ~~extent practicable, in a language parents understand.~~
- 15 • The school district shall annually assess, through consultation with parents, the effectiveness of
16 the Parent and Family Engagement Policy and determine what action needs to be taken, if any,
17 to increase parental and community participation.
- 18 • The school district shall provide the coordination, technical assistance, and other necessary
19 support to assist individual schools with planning and implementing parental involvement
20 activities.
- 21 • The school district shall involve parents with the development of required educational or
22 improvement plans.
- 23 • The school district shall coordinate and integrate parental involvement strategies with those
24 associated with other federal or state programs.
- 25 • The school district shall put into operation activities and procedures for the involvement of
26 parents in all of its schools.² Those programs, activities, and procedures will be planned and
27 operated with meaningful consultation with parents.
- 28 • The school district shall ensure that activities and strategies are implemented to support this
29 policy and included in the district plan.

- 1 • The district improvement plan shall include strategies for parental participation in the district's
2 schools, which are designed to improve parent and teacher cooperation in such areas as
3 homework, attendance, discipline, and higher education opportunities for students.

- 4 • The district plan shall include procedures to enable parents to learn about the course of study of
5 their children and have access to all learning materials.

- 6 • The district plan shall identify opportunities for parents to participate in and support classroom
7 instruction in the school. Such opportunities include, but are not limited to, organizing
8 fundraising activities, volunteering as a field trip chaperone, assisting in the library, computer
9 lab, or on the playground, offering after-school clubs, and recycling clothes.

- 10 • If the school district's plan is not satisfactory to parents, the school district shall submit parental
11 comments regarding the plan to the State Department of Education as required.

- 12 • The school district shall ensure Title I schools are in compliance with the *Every*
13 *Student Succeeds Act*.

14 The Director of Schools shall develop and implement any procedures necessary to accomplish the
15 goals of this policy.

16 **SCHOOL LEVEL POLICY**

17 Each school shall submit to the Director of Schools and Board, for review and comment, its Title I
18 school parent involvement policy, which must meet state and federal requirements, including a school-
19 parent compact. This school level policy shall be developed jointly with and distributed to parents of
20 participating students. A copy of these documents shall be retained in the district office and made
21 available on the school's (if applicable) and school system's website.

22 **SUPPORT FOR PROGRAM**

23 If the Title I allocation is \$500,000 or more to the school system, then at least one percent (1%) of that
24 allocation shall be reserved for the purpose of promoting parent involvement. Parents of students
25 participating in the Title I programs shall be consulted on the use of these funds.

26 **FAMILY-SCHOOL PARTNERSHIPS¹**

27 Families and community members should be engaged in the education of students based on the
28 following standards:

- 29 • Families are welcomed into the school community.

- 30 • Families and school staff should engage in regular and meaningful communication about
31 student learning.

- 32 • Families and school staff work together to support student learning and development.

- 1 • Families are informed and encouraged to be advocates for students.
- 2 • Families are full partners in the decisions that affect children and families; and
- 3 • Community, civic, and business resources are made available to strengthen school programs,
- 4 family practices, and student learning.

5 Schools shall establish and develop programs and practices that enhance family engagement and
6 address the specific needs of students and families. Decisions affecting students, schools, and
7 established school procedures shall always be made within the parameters of legal and Board of
8 Education policies. The programs and practices will be comprehensive and coordinated and will
9 include the following goals:¹

- 10 I. Assist families in developing skills and techniques to support their children's learning.
- 11 II. Promote clear, two-way communication between school and family about school issues,
12 instructional programs, and children's progress.
- 13 III. Identify and reduce barriers to family engagement, including such barriers as those of economic
14 concerns, disabilities, limited English proficiency, limited literacy, or issues related to cultural
15 diversity.
- 16 IV. Inform, involve, and train family members, where appropriate, in voluntary instructional and
17 support roles at school.
- 18 V. Provide information about community and support services for children and families.
- 19 VI. Include families in decision-making affecting schools and programs when consistent with law
20 and board policy.
- 21 VII. Provide professional development for teachers and staff on ways to work effectively with
22 parents, families, and volunteers.
- 23 VIII. Provide access to the family engagement policy for each family and post the policy in each
24 school.

Legal References

1. Every Student Succeeds Act, Pub.L. 114-95, Dec. 10, 2015, 129 Stat. 1802; State Board of Education Policy 4.207; TCA 49-2-305; 20 USCA § 6318
2. TCA 49-6-7001

Cross References

- English Learners 4.207
Homeless Students 6.503

Cumberland County Board of Education

Monitoring: Review: Annually, in December	Descriptor Term: Grading System	Descriptor Code: 4.600	Issued Date: 07/25/24
		Rescinds: 4.600	Issued: 04/25/24

1 The Director of Schools shall develop an administrative procedure to establish a system of grading and
2 assessment for evaluating and recording student progress and to measure student performance in
3 conjunction with ~~board-adopted content~~ Tennessee Academic standards for grades K-8. The
4 grading/assessment system shall follow all applicable statutes and rules and regulations of the State
5 Board of Education. The grading/assessment system shall be uniform district-wide at comparable grade
6 levels, except that the Director of Schools shall have the authority to establish and operate ungraded
7 and/or unstructured classes in grades K-3 according to state rules and regulations.¹

8 The Director of Schools shall submit a copy of the grading, reporting and assessment systems to the
9 Board before the system is implemented. These guidelines shall be communicated annually to students
10 and parents/guardians.

11 Conduct grades are based on behavior and shall not be deducted from scholastic grades.

12 The report cards shall indicate the information necessary to communicate effectively with the parents
13 concerning their child's academic progress, conduct, and attendance. For students in grades kindergarten
14 through eight (K-8), the student's score on the most recently administered universal reading screener
15 shall also be provided on or with the report card along with the results of a dyslexia screener, if
16 applicable.

17 Report cards communicating student academic progress or status (grades) and attendance will be
18 provided to parents on a regular basis (9 weeks).

19 **GRADING SYSTEM: GRADES NINE - TWELVE (9-12)²**

20 Schools teaching grades nine through twelve shall use the uniform grading system established by the
21 State Board of Education. Using the uniform grading system, students' grades shall be reported for the
22 purposes of application for post-secondary financial assistance administered by the Tennessee Student
23 Assistance Corporation.

24 Subject-area grades shall be expressed by the following letters with their corresponding percentage
25 range:

- 26 • A (90-100)
- 27 • B (80-89)
- 28 • C (70-79)
- 29 • D (60-69)
- 30 • F (0-59)

1 Letter grades transferred into the Cumberland County School System will be converted to numerical
 2 grades for figuring class rank and scholarship purposes. Each letter grade will be assigned a numerical
 3 grade that falls within the mid-point of the grade scale used in this system.

4 Transfer Scale: A+ = 100; A = 95; A- = 90; B+ = 89; B = 85; B- = 80; C+ = 79; C = 75; C- =
 5 70; D+ = 69; D = 65; D- = 60; F = 59

6 This grading system shall be uniform throughout the school system for each grade.

7
 8 ~~Final Grade notification~~— The following courses shall include the addition of ~~listed~~ percentage points
 9 ~~to each term grade added to grades~~ used to calculate the semester average.

- 10 • Honors courses-(3) three percentage points;
- 11 • Local **Dual Credit**, and Statewide Dual Credit, ~~Capstone~~-Industry Certification ~~Aligned~~-(4) four
 12 percentage points; and
- 13 • Advanced Placement, Cambridge International, College Level Exam Program (CLEP),
 14 International Baccalaureate Courses, and Dual Enrollment Courses-(5) five percentage points.

15 GPA calculations will be called Lottery GPA and Local Weighted GPA. The Lottery GPA will be
 16 based on a 4.0 scale. The Local Weighted GPA will be based on a 5.0 scale. **Weights will be added as**
 17 **outlined as outlined below:** ~~Teachers will continue to add additional points to the final grade of the~~
 18 ~~course, and the following guidelines will be adhered to:~~

19 **Weighting Scale**

Course Type	A (90– 100)	B (80– 89)	C (70– 79)	D (60– 69)	F (Below 60)
Regular Course	4.0	3.0	2.0	1.0	0.0
Honors Course	4.5	3.5	2.5	1.5	0.0
AP / IB / Dual Enrollment / SDC/ LDC	5.0	4.0	3.0	2.0	0.0

- 20 • ~~One half (1/2) quality point shall be added to the numerical quality point value corresponding to~~
 21 ~~the letter grade received for the honors course.~~
- 22 • ~~One (1) quality point shall be added to the numerical quality point value corresponding to the~~
 23 ~~letter grade received in a Statewide Dual Credit Course, Dual Enrollment Course, or an Advanced~~
 24 ~~Placement Course.~~

25 **LOTTERY SCHOLARSHIPS³**

1 Each school counselor shall provide incoming ~~freshman~~ freshmen with information on college core
2 courses required for lottery scholarships as well as necessary criteria (grade point average, ACT, and
3 SAT score, etc.) that must be met in order to receive a scholarship.

4 Seniors may apply for the Tennessee HOPE Scholarship by completing the Free Application for Federal
5 Student Aid (FAFSA). The FAFSA is available at the guidance office or online at www.fafsa.ed.gov.
6 Students shall be made aware of all applicable FAFSA deadlines and encouraged to submit application
7 in a timely manner.

8 Elementary school counselors should explain the HOPE Scholarship and its requirements to their
9 students and impress upon them the benefits of making good grades.

10 **LOTTERY SCHOLARSHIP DAY**

11 Each school year, prior to scheduling courses for the following school year, schools teaching students
12 in grades 8-11 shall conduct a lottery scholarship day for students and their parents.⁴

Legal References

1. [TCA 49-2-203\(b\)\(16\)](#); [TCA 49-2-301\(b\)\(1\)\(H\)](#)
2. [TRR/MS 0520-01-03-.02](#); [State Board of Education Policy 3.301](#); [TCA 49-6-407](#)
3. [TCA 49-4-904](#), [905](#), [907](#)
4. [TCA 49-4-932\(f\)](#)

Cross References

Alternative Credit Options 4.209
Credit Recovery 4.210
Reporting Student Progress 4.601
Honor Roll, Awards, & Class Ranking 4.602
Promotion and Retention 4.603
Transcript Alterations 4.608

Cumberland County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Reporting Student Progress	Descriptor Code: 4.601	Issued Date: 06/19/25
		Rescinds: 4.601	Issued: 02/23/23

1 Student progress reports shall be provided at least once every 4.5 weeks during the school year. The
2 reporting procedure shall be in writing and shall be uniform for all reporting periods during each school
3 year.¹ Each report shall be signed by the parent(s)/guardian(s) and returned promptly to the school. The
4 Director of Schools shall develop a reporting procedure that includes how parents can access this
5 information online.¹

6 Student progress reports shall indicate the students' ~~conduct~~, attendance and academic progress and other
7 information necessary to communicate effectively with the parents/guardians. For students in grades
8 kindergarten through eight (K-8), the student's score on the most recently administered universal reading
9 screener shall also be included along with the results of a dyslexia screener, if applicable.²

10 In addition to the regular progress reports, principals and teachers are encouraged to confer, as early in
11 the grading period as possible, with parents/guardian(s) on the educational progress of their children.
12 Teachers shall consult with parents/guardian(s) of students who are working at an unsatisfactory level or
13 whose performance shows a sudden deterioration. Parents/guardian(s) shall be notified by the teacher
14 as early in the school year as possible if the retention of a student is being considered.

15 PARENT CONFERENCES

16 At least two (2) times during the school year, conferences shall be scheduled in which
17 parent(s)/guardian(s) and teachers may discuss any pertinent problems or other matters of concern
18 regarding the development and education of each student. These scheduled conferences shall not use any
19 portion of the 180 days of classroom instruction.³ The Director of Schools shall be responsible for
20 scheduling and coordinating system wide conferences.

21 Conferences shall be physically accessible to all students and parent(s)/guardian(s).⁴

Legal References

1. [TRR/MS 0520-01-03-.03\(5\); TCA 49-6-901](#)
2. [Public Acts of 2025, Chapter No. 330](#)
3. [TCA 49-6-7002](#)
4. [28 CFR § 36.201](#)

Cross References

School Calendar 1.800
Section 504 & ADA Grievance Procedures 1.802
Grading System 4.600
Promotion and Retention 4.603
In-Service and Professional Learning Opportunities 5.113
Staff Time Schedules 5.602
Attendance 6.200
Withdrawals 6.207

Cumberland County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Graduation Recognition/Latin Classification	Descriptor Code: 4.602	Issued Date: 04/25/24
		Rescinds: 4.602	Issued: 07/27/23

~~1 Final grade average earned in each class grades 9, 10, 11 and the first semesters of grade 12 are used in~~
~~2 determining final class standing. All grades earned in grades 9, 10, 11 and the first semester of grade 12~~
~~3 are considered for determining final class standing.~~ This standing is based on the local weighted GPA.

4 GPA calculations will be called **unweighted**/Lottery GPA and local weighted GPA. The
5 **unweighted**/Lottery GPA will be based on a 4.0 scale. The local weighted GPA will be based on a 5.0
6 scale. The local weighted GPA will be calculated on all course work using the Cumberland County
7 Grading Scale. GPA will also be calculated using the Tennessee Uniform Grading Scale for Lottery/Hope
8 Scholarship purposes (to be called **unweighted**/ Lottery GPA). Both the Cumberland County local
9 weighted GPA and the **unweighted**/Lottery GPA will appear on the official transcript. Upon request by
10 the student, that student's class rank will be released for the purpose of scholarships and/or extended
11 education.

12 In the determination of academic recognition, Cumberland County Schools will utilize the following
13 Latin system based on local weighted GPA:

14	Summa Cum Laude	4.25 and above
15	Magna Cum Laude	4.00 – 4.24
14	Cum Laude	3.75-3.99

~~15 All grades earned in grades 9, 10, 11 and the first semester of grade 12 are considered for determining~~
~~16 final class standing.~~

17 The valedictorian and salutatorian will be chosen using the following criteria:

18

19 Student must qualify for the highest Latin System honor award at the respective high school.

20

21 Student must meet the benchmarks on the ACT (benchmarks: Math 22, Science 23, English
22 18, Reading 22) or equivalent on the SAT.

23

24 Valedictorian and salutatorian will have the two highest numerical averages of the final course
25 grades in the top half of the Summa Cum Laude graduating class.

26

27 The student must have been enrolled and in physical attendance 2 of the 4 semesters
28 immediately preceding their senior year.

29

30 In the event multiple students meet all ~~of~~ the aforementioned criteria and a tie still exists, the
31 highest achieved ACT composite controls.

Version Date: March 6, 2024

Cross References

Grading System 4.600

Graduation Requirements 4.605

Cumberland County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Promotion and Retention	Descriptor Code: 4.603	Issued Date: 01/23/25
		Rescinds: 4.603	Issued: 07/25/24

1 *General*

2 All promotion and retention decisions shall be made on a case-by-case basis and comply with state and
3 federal law. All decisions shall be made in consultation with a student's IEP and/or 504 team, if
4 applicable.¹

5 Students who have difficulty in achieving the requirements for promotion may be considered for
6 retention. Schools shall identify these students by February 1st. Factors used to identify students for
7 retention shall include:²

- 8 1. Ability to perform at the current grade level;
- 9
- 10 2. Results of local assessments, screening, or monitoring tools;
- 11
- 12 3. State assessments, as applicable;
- 13
- 14 4. Home Literacy Reports;³
- 15
- 16 5. Overall academic achievement of the student;
- 17
- 18 6. Likelihood of success with more difficult material if promoted to the next grade;
- 19
- 20 7. Attendance record; and
- 21
- 22 8. The student's maturity.

23 Students may be identified for retention after the February 1st deadline if the delay in identifying a
24 student is due to:⁴

- 25 1. Date of enrollment; or
- 26
- 27 2. Additional information acquired after results of local assessment, screening, or monitoring are
28 released.

29 **VOLUNTARY RETENTION⁵**

30 A parent/guardian of a student enrolled in kindergarten through second grade may choose to retain
31 his/her student in the current grade level if:

- 1 1. The student has a documented academic or behavioral delay; and
- 2
- 3 2. The parent/guardian believes that retention may benefit the student.

4 This information shall be submitted in writing within thirty (30) days of the end of the school
5 year. The district shall send written notice to the parent/guardian confirming whether the student is
6 eligible for retention under state law.

7 **PROMOTION PLANS⁶**

8 When a student is identified for retention, the student's parent(s)/guardian(s) shall be notified within
9 fifteen (15) calendar days, and an individualized promotion plan shall be developed to help the student
10 avoid retention. The plan shall be developed in coordination with the student's teachers, IEP or 504
11 team, if applicable, and may also include input from the student's parent(s)/guardian(s), school
12 counselor, or other appropriate school personnel.

13 Promotion plans shall incorporate evidence-based strategies, including expectations and measurements
14 that will verify whether a student has made sufficient progress to be promoted to the next grade level,
15 and be tailored to the student's learning needs. Promotion plans for the students in third and fourth
16 grade will include additional requirements for promoting students in these grades. A copy of the plan
17 will be provided to the student's parent(s)/guardian(s), and the school shall offer the opportunity for a
18 parent-teacher conference to discuss the plan. If a student is not making progress on the promotion
19 plan, then the strategies shall be modified. Parent(s)/guardian(s) shall be provided with any changes to
20 the promotion plan.

21 A student who demonstrates sufficient academic progress according to his/her promotion plan shall be
22 promoted to the next grade level unless retention is required per additional requirements for students in
23 third and fourth grade.⁷

24 If a student has not demonstrated sufficient academic progress according to his/her promotion plan by
25 the end of the school year, the student shall be eligible to enroll in a summer reading or learning
26 program, if available. Parent(s)/guardian(s) shall be notified of a decision for retention at least ten (10)
27 calendar days prior to the start of the next school year if the student was enrolled in a summer program.
28 However, if the student wasn't enrolled in a summer program, the parent(s)/guardian(s) shall be
29 notified of a decision for retention at least thirty (30) calendar days prior to the start of the next school
30 year.⁸

31 **RETENTION⁷**

32 A student may be retained when such retention is in the best interest of the student or when retention is
33 required per additional requirements for students in third and fourth grade.

34 *Decision of Retention – General⁹*

35 If a student is retained, the Director of Schools/designee shall develop an individualized academic
36 remediation plan within thirty (30) calendar days after the beginning of the next school year. A copy of
37 the plan shall be provided to the student's parent(s)/guardian(s) within ten (10) calendar days of its
38 development. This plan shall include at least one of the following strategies:

- 1 1. Adjustment to the current instructional strategies or materials;
- 2
- 3 2. Additional instructional time;
- 4
- 5 3. Individual tutoring;
- 6
- 7 4. Modification to the student’s classroom assignment to ensure the student received
- 8 instruction from a teacher with a level of overall effectiveness of above expectations (level
- 9 4) or significantly above expectations (level 5); or
- 10
- 11 5. Attendance or truancy interventions.

12 A student shall not be retained more than once in any grade. The progress of students who are retained
13 shall be closely monitored and reported to parent(s)/guardian(s) at least three (3) times during the
14 school year in which the student is retained. The Director of Schools shall develop procedures to
15 ensure appropriate recordkeeping of students who are retained.

16 *Decision of Retention – Third Grade*¹⁰

17 Third grade students shall not be promoted to the next grade unless they are determined to be
18 proficient (i.e., receive a performance level rating of “~~on track~~” or “~~mastered~~” **met or exceeded**
19 **expectations**) in English language arts (ELA) based on the student’s most recent TCAP test.

20 Students who are not proficient in ELA may still be promoted if the following conditions are met:

- 21 1. A student in third grade receiving a performance level rating of “approaching” on the ELA
22 portion of the student’s most recent TCAP test may be promoted if:
 - 23
 - 24 a. The student is an English language learner and has received less than two (2) full years
25 of ELA instruction;
 - 26 b. The student was previously retained in grades K-3;
 - 27 c. The student is retested before the next school year and scores proficient in ELA;
 - 28 d. The student attends a learning loss bridge camp before the next school year, maintains a
29 ninety percent (90%) attendance rate, and demonstrates adequate growth on the post-
30 test at the end of the camp;
 - 31 e. The student receives tutoring for the entirety of the next school year in accordance with
32 state law; or
 - 33 f. Beginning with the 2023-2024 school year, the student demonstrates proficiency in
34 ELA standards by scoring within the fiftieth percentile on the most recently
35 administered state-provided benchmark assessment and the district provides tutoring
36 services to the student during the entire fourth grade school year and notifies the
37 student’s parent/guardian, in writing, of the benefits of enrolling the student in summer
38 programming.
- 39
- 40 2. A student in third grade receiving a performance level rating of “below” on the ELA portion of
41 the student’s most recent TCAP test may be promoted if:
42

- 1 a. The student is an English language learner and has received less than two (2) full years
2 of ELA instruction;
- 3 b. The student was previously retained in grades K-3;
- 4 c. The student is retested before the next school year and scores proficient in ELA; or
- 5 d. The student attends a learning loss bridge camp before the next school year, maintains a
6 ninety percent (90%) attendance rate, and receives tutoring for the entirety of the next
7 school year in accordance with the state law.

8 *Decision of Retention – Fourth Grade*¹⁰

9 Students in the following categories may be promoted to fifth grade if they demonstrate adequate
10 growth on the fourth-grade ELA portion of the TCAP test:

- 11 1. A student who was promoted to the fourth grade due to receiving tutoring for the entirety of the
12 fourth-grade school year; and
- 13
- 14 2. A student who was promoted to fourth grade due to attending a learning loss bridge camp while
15 maintaining a ninety percent (90%) attendance rate and receiving tutoring for the entirety of the
16 fourth grade school year.

17 If a student that was promoted to fourth grade under one of the provisions above does not demonstrate
18 adequate growth on the fourth-grade ELA portion of the TCAP test, then the following shall occur:

- 19 1. The student's principal shall convene a conference consisting of the following parties: the
20 student's parent(s)/legal guardian, the student's ELA teacher, and the student's principal.
- 21
- 22 2. The conference shall review the student's fourth grade ELA performance to determine if the
23 student should be promoted to fifth grade.
- 24
- 25 3. At the conclusion of the conference, a majority of the parties shall agree to one of the
26 following:
 - 27 a. The student will be promoted to fifth grade and be assigned a tutor for the entirety of
28 the student's fifth-grade year; or
 - 29 b. The student will be retained in fourth grade. A student shall not be retained more than
30 once in fourth grade.

31 *Decision of Retention – Students with Disabilities*¹¹

32 Retention and promotion decisions shall be made on a case-by-case basis and in consultation with the
33 student's IEP and/or 504 team to determine whether the student's performance on the ELA portion of
34 TCAP was due to the student's disability. The school district shall not retain a student with a disability
35 or a suspected disability that impacts their ability to read.

36 **APPEALS**^{8,12}

37 When a student is identified for retention, the parent(s)/guardian(s) shall be notified about the decision
38 to retain the student and provided with information on the right to appeal the decision. Appeals shall be
39 made to a committee appointed by the principal within 10 business days. The student and his/her

1 parent(s)/guardian(s) shall be provided written or actual notice of the appeal hearing and shall be given
 2 the opportunity to address the committee. The committee shall conduct a hearing within 10 business
 3 days to determine if the student will be promoted and issue such decision within 10 business days. Upon
 4 notification of the committee decision, the principal shall send written notification to the Director of
 5 Schools/designee and the parent(s)/guardian(s). The notification shall advise parent(s)/guardian(s) of
 6 their right to appeal such action within 10 business days to the Director of Schools/designee.

7 The appeal shall be heard no later than ten (10) business days after the request for appeal is received. A
 8 decision shall be issued within 10 business days.

9 Within five (5) business days of the Director of Schools/designee rendering a decision, the student's
 10 parent(s)/guardian(s) may request a hearing by the Board, and the Board shall review the record.
 11 Following the review, the Board may affirm or overturn the decision of the Director of Schools/designee.
 12 The action of the Board shall be final.

13 For students where retention is required per the additional requirements for students in third and fourth
 14 grade, parent(s)/guardian(s) may appeal this decision in accordance with state law.¹³

Legal References

1. [20 USCA § 1400 et seq.](#); [29 U.S.C. § 794 \(Section 504\)](#); [TRR/MS 0520-01-03-.16](#); [TCA 49-6-3115](#)
2. [TRR/MS 0520-01-03-.16\(5\)](#)
3. [TCA 49-1-905\(e\)](#)
4. [TRR/MS 0520-01-03-.16\(4\)](#)
5. [TCA 49-6-314](#); [TRR/MS 0520-01-03-.16\(6\)](#)
6. [TRR/MS 0520-01-03-.16\(6\)](#)
7. [TRR/MS 0520-01-03-.16\(6\)\(f\)](#)
8. [TRR/MS 0520-01-03-.16\(6\)\(e\)](#)
9. [TRR/MS 0520-01-03-.16\(6\)\(g\)](#)
10. [TRR/MS 0520-01-03-.16\(7\)](#)
11. [29 U.S.C. § 794 \(Section 504\)](#); [20 USCA § 1400 et seq.](#); [TRR/MS 0520-01-03-.16\(7\)\(e\)](#); [Public Acts of 2024, Chapter No. 989](#)
12. [TRR/MS 0520-01-03-.16\(3\)](#); [TRR/MS 0520-01-02-.17\(7\)](#); [TCA 49-6-3102\(e\)\(1\)](#)
13. [TRR/MS 0520-01-03-.16\(7\)\(f\)](#)

Cross References

Credit Recovery 4.210
 Grading System 4.600
 Reporting Student Progress 4.601
 Attendance 6.200
 Student Assignments 6.205
 Homeless Students 6.503
 Student Records 6.600

Cumberland County Board of Education

Monitoring: Review: Annually, in December	Descriptor Term: Graduation Requirements	Descriptor Code: 4.605	Issued Date: 07/27/23
		Rescinds: 4.605	Issued: 10/28/21

1 *General*

2 The program of studies shall include areas required by the State Board of Education.

3 Before high school graduation, every student shall:¹

- 4 1. Achieve the specified twenty-two (22) units of credit; (For Phoenix and Special Education) 27
5 units of credit for Cumberland County High School and Stone Memorial High School (**Note: The**
6 **minimum state requirement for graduation is twenty-two (22) units of credit**).
- 7 2. Take the required end of course exams;
- 8 3. Have satisfactory records of attendance and conduct;
- 9 4. Take the American College Testing (ACT) or Scholastic Assessment Test (SAT) prior to
10 graduation;² and
- 11 5. Pass a United States civics test.³

12 **SPECIAL EDUCATION STUDENTS**⁴

13 Special education students, who earn the prescribed twenty-two (22) credit minimum shall be awarded
14 a regular high school diploma.

15 Students who have received the below diplomas shall continue to make progress towards a regular high
16 school diploma until the end of the school year in which they turn twenty-two (22) years old.

17 *Special Education Diploma*

18 A special education diploma shall be awarded to students who have not met the requirements for a regular
19 high school diploma but have:⁵

- 20 1. Completed four (4) years of high school;
- 21 2. Made satisfactory progress on their Individualized Education Program (IEP); and
- 22 3. Maintained satisfactory records of attendance and conduct.

23 *Occupational Diploma*

24 Special education students who do not meet the requirements for a regular high school diploma may be
25 awarded an occupational diploma if the student has:^{1,4}

- 26 1. Completed at least four (4) years of high school;
- 27 2. Made satisfactory progress on their IEP;
- 28 3. Maintained satisfactory records of attendance and conduct;

- 1 4. Completed the occupational diploma Skills, Knowledge, and Experience Mastery Assessment
- 2 (SKEMA);
- 3 5. Has two (2) years of paid or non-paid work experience.

4 The decision to attain an occupational diploma shall be made at the conclusion of the student's 10th grade
5 year or two (2) academic years prior to the expected graduation date.

6 *Alternate Academic Diploma*

7 Special education students who do not meet the requirements for a regular high school diploma may be
8 awarded an alternate academic diploma if the student has:⁴

- 9 1. Completed at least four (4) years of high school;
- 10 2. Participated in the high school alternate assessments;
- 11 3. Earned the prescribed twenty-two (22) credit minimum;
- 12 4. Made satisfactory progress on their IEP;
- 13 5. Maintained satisfactory records of attendance and conduct; and
- 14 6. Completed a transition assessment that measures postsecondary education and training,
15 employment, independent living, and community involvement.

16 **STUDENT LOAD**

17 All full time students in grades 9-12 shall be enrolled each semester in subjects that produce a minimum
18 of five (5) units of credit for graduation per year. Students with hardships and gifted students may appeal
19 this requirement to the director of schools and then to the board.⁶

20 **EARLY GRADUATION⁷**

21 Student has met all Tennessee and Cumberland County Board of Education requirements for graduation.

22 **“MOVE ON WHEN READY” EARLY GRADUATION⁷**

23 High school students shall be permitted to complete an early graduation program. Students intending to
24 graduate early shall inform the school principal of this intent prior to the beginning of 9th grade or as
25 soon thereafter as the intent is known.

26 In order to graduate early, students must meet the following requirements:

- 27 1. Earn the required seventeen (17) credits [which are outlined in the state's high school policy](#)
28 [2.103 II.2.a](#);
- 29 2. Achieve a [the required](#) benchmark score for each required end-of-course exam;
- 30 3. Attain ~~a~~ [an unweighted](#) cumulative Grade Point Average (GPA) of at least 3.2 on a 4.0 scale;
- 31 4. Meet the minimum ACT or SAT benchmark score;
- 32 5. Obtain a qualifying benchmark score on a world language proficiency assessment; and
- 33 6. Complete at least two (2) ~~types of the following courses:~~ [early postsecondary courses](#).
 - 34 ~~a. Advanced Placement (AP);~~
 - 35 ~~b. International Baccalaureate (IB);~~
 - 36 ~~c. Dual enrollment; or~~

- 1 d. ~~Dual credit.~~
- 2 The director of schools shall develop administrative procedures to ensure that the early graduation
- 3 program is conducted in accordance with state law.

Legal References

1. TCA 49-6-6001; State Board of Education Policy 2.103; TRR/MS 0520-01-03-.06
2. TCA 49-6-6001(b); State Board of Education Policy 2.103
3. TCA 49-6-408; State Board of Education Policy 2.103
4. TRR/MS 0520-01-03-.06; State Board of Education Policy 2.103
5. TCA 49-6-6005; State Board of Education Policy 2.103
6. TRR/MS 0520-01-03-.06
7. TCA 49-6-8103; State Board of Education Policy 2.103

Cross References

Class Size Ratios 4.201
Alternative Credit Options 4.209
Graduation Recognition/Latin Classification 4.602

Cumberland County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Graduation Activities	Descriptor Code: 4.606	Issued Date: 01/26/23
		Rescinds: 4.606	Issued: 05/23/20

- 1 Students who have met all graduation requirements may participate in graduation activities.¹
- 2 Students are expected to participate in all graduation activities, and graduation apparel shall be
3 determined by the administration of each school and shall be the personal expense of each student. Any
4 fees required for graduation ceremonies shall be waived for students who are eligible to receive free or
5 reduced-price lunches, and in such cases, the school [system](#) shall assume responsibility for payment of
6 fees.²
- 7 Graduation ceremonies shall be physically accessible to all students, their parent(s)/guardian(s), and
8 other interested citizens.³
- 9 Students who do not wish to participate in graduation activities shall notify the school ~~principal~~ [counselor](#)
10 in writing at least five (5) days prior to the day of graduation. Non-participating students shall receive
11 their diplomas or certificates from the principal's office within one (1) week of the day of graduation.
- 12 Graduation activities organized by district employees shall not be religious in nature.⁴ The content of
13 any students' speeches shall not reflect the endorsement, sponsorship, position, or expression of the
14 school, employees, or Board.
- 15 The Director of Schools shall develop procedures to ensure that students are recognized at graduation
16 ceremonies for the following achievements.⁵
- 17 ● Honors;
 - 18 ● State Honors;
 - 19 ● State Distinction;
 - 20 ● District Distinction;
 - 21 ● Tri-Star Scholar;
 - 22 ● Student receiving a TN Seal of Bi-literacy;
 - 23 ● Students voluntarily completing at least ten (10) hours of community service each semester the
24 student is in attendance at a public high school; ([Tennessee Scholar](#))
 - 25 ● Students receiving a gold or platinum medal on National Career Readiness Certificate;
 - 26 ● Students graduating with a district-developed work ethic distinction; and
 - 27 ● Middle College

Legal References

1. TCA 49-6-405(b)(2)
2. TCA 49-2-114
3. 28 CFR § 36.201
4. *Lee v. Weisman*, 505 U.S. 577(1992), 112 S. Ct. 2649, 120 L. Ed. 2d 467 (1992)
5. State Board of Education Policy 2.103; TCA 49-6-6010

Cross References

Section 504 & ADA Grievance Procedures 1.802
Student Fees and Fines 6.709

Cumberland County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Testing Programs	Descriptor Code: 4.700	Issued Date: 02/22/24
		Rescinds: 4.700	Issued: 10/26/23

1 *General*

2 The board shall provide for a system-wide testing program which shall be periodically reviewed and
3 evaluated. The purposes of the program shall be to:

- 4 1. Assist in promoting accountability;
- 5
- 6 ~~2. Determine the progress of students;~~
- 7
- 8 3. Assess the effectiveness of the instructional program and student learning;
- 9
- 10 4. Aid in counseling and guiding students in planning future education and other endeavors;
- 11
- 12 5. Analyze the improvements needed in each instructional area;
- 13
- 14 6. Assist in the screening of students with learning difficulties;¹
- 15
- 16 7. Assist in placing students in remedial programs;
- 17
- 18 8. Provide information for college entrance and placement; and
- 19
- 20 9. Assist in educational research by providing data.²

21 ~~The Director of Schools shall be responsible for planning and implementing the program which~~
22 ~~includes:~~

- 23 1. Determining specific purposes for each test;
- 24
- 25 2. Selecting the appropriate test to be given;
- 26
- 27 3. Establishing procedures for administering the test;
- 28
- 29 4. Making provisions for interpreting and disseminating the results;
- 30
- 31 5. Maintaining testing information in a consistent and confidential manner; and
- 32
- 33 6. Ensuring that results are obtained as quickly as possible, especially when placement in a special
34 learning program might be necessary.

1 State-mandated student testing programs shall be undertaken in accordance with guidelines published
2 by the State Department of Education.³

3 **WEIGHTING TCAP SCORES**

4 TNReady⁴ and End of Course (EOC)⁵ scores shall be included in students' final grades as follows:

- 5 1. Grades 3-5 – 10%
- 6 2. Grades 6-8 – 10%
- 7 3. Grades 9-12 – 15%

8 The Cumberland County_School System shall use the following methodology: target score method.

9 The Director of Schools may exclude these scores from students' final grades if results are not received
10 by the district at least five (5) instructional days before the end of the course.^{4,5}

11 Cumberland County Schools will use a Target Score Methodology for End of Course Score
12 conversions from raw scores to scaled scores. The Tennessee Department of Education has provided
13 the district with average raw score data for both the state and the district. Because the students
14 testing in the fall are not always as diverse as the system population it was decided that the state
15 average raw score would be used as a baseline score. That baseline score, the state average, will be
16 assigned a scaled score of (79). The max raw score and the baseline score will then be used to find a
17 scale factor for each test. These numbers will be used in the formula below to develop a conversion
18 table for each exam. The scaled score will count as 15% if the final grade of the course.

19 Scaled Score = $[(\text{Raw Score}/\text{Max Raw Score})/(\text{Scale Factor})]*100$

20 **INTEREST INVENTORIES AND CAREER ASSESSMENTS⁶**

21 Interest inventories shall be made available to middle schoolers. These will include assessments such
22 as the Kuder assessment, Myers-Briggs Type Indicator, the ASVAB, or the College Board Career
23 Finder.

24 Career aptitude assessments shall be administered to 7th and 8th graders in order to inform the student's
25 high school plan of study. Upon receiving the results from these assessments, the school shall provide
26 students with information on any available career and technical education opportunities in which the
27 student is eligible to participate in.

28 **TESTING INFORMATION AND PARENTAL CONSENT**

29 Any test directly concerned with measuring student ability or achievement through individual or group
30 psychological or socio-metric tests shall not be administered by or with the knowledge of any
31 employee of the district without first obtaining written consent of the parents or guardian(s).²

32 Results of all group tests shall be recorded on students' permanent records and shall be made available
33 to appropriate personnel in accordance with established procedures.⁷

1 No later than July 31st of each year, the Board shall publish on its website information related to state
2 and board mandated tests that will be administered during the school year. The information shall
3 include:⁸

- 4 1. The name of the test;
- 5
- 6 2. The purpose and use of the test;
- 7
- 8 3. The grade or class in which the test will be administered;
- 9
- 10 4. The tentative date or dates that the test will be administered;
- 11
- 12 5. The time and manner in which parents and students will be notified of the results of the test;
- 13
- 14 6. How parent(s)/guardian(s) can access the questions and answers on their student's state-
15 required tests; and
- 16
- 17 7. If a board mandated test, how the test complements and enhances student instruction and
18 learning and how it serves a purpose distinct from state-required tests.

19 Testing information shall also be placed in student handbooks or other school publications that are
20 provided to parents on an annual basis.

21 **TESTING TRANSFER STUDENTS FOR GRADE PLACEMENT OR AWARDING CREDIT⁹**

22 Students transferring from a Category IV church-related school, Category V private school, or home
23 school shall be awarded credit upon completion of a written exam. These exams shall be approved,
24 administered, and graded by the school's principal/designee. Upon request from a parent/guardian,
25 student scores from a nationally standardized achievement test in the relevant subject shall be accepted
26 as a substitute for these exams.

27 For students in grades one through eight (1-8), the exam shall only cover the last grade completed. For
28 students in grades nine through twelve (9-12), the exam shall only cover the last course completed by
29 the student (for example, if a student has completed English I, II, and III, the examination shall only
30 cover English III).

31 The Director of Schools shall provide notice to parent(s)/guardian(s) of these exams.

1 **HIGH SCHOOL CREDIT EXAM FOR ELIGIBLE COURSES¹⁰**

2 A student in grades nine through twelve (9-12) may receive credit for an eligible course in which the
3 student is not enrolled but attains a qualifying score on the eligible course's credit exam. The
4 qualifying scores for these exams shall be presented to the Board at the July board meeting.

5 The Director of Schools/designee shall be responsible for determining which eligible courses will have
6 a credit exam and shall provide high school students each semester the opportunity to take a credit
7 exam for an eligible course offered. Each eligible course's credit exam shall be administered to any
8 student seeking course credit during the first two weeks of the school year as determined by the
9 principal. Before taking a credit exam, the student shall be notified of the qualifying score needed to
10 receive credit for the eligible course and the grade that will be included in his/her overall grade point
11 average if the student achieves a qualifying score on the credit exam. A student may only take a credit
12 exam once.

13 A student may take up to four (4) exams, earning no more than four (4) credits that will be applied to
14 the student's graduation requirements and be included in the student's overall grade point average.

15 The Director of Schools/designee shall provide information on these exams to the Department of
16 Education at the end of the school year per state law.

Legal References

1. [TCA 49-10-108](#)
2. [20 USCA § 1232\(g\)](#)
3. [TRR/MS 0520-01-03-.03\(11\)](#)
4. [TCA 49-1-617](#); [State Board of Education Policy 2.102](#)
5. [TRR/MS 0520-01-03-.03\(10\)](#); [State Board of Education Policy 2.103](#); [TCA 49-1-617](#)
6. [TCA 49-6-412](#)
7. [TCA 10-7-504\(a\)\(4\)\(A\)](#)
8. [TCA 49-6-6007](#); [State Board of Education Policy 2.102](#); [State Board of Education Policy 2.103](#)
9. [TRR/MS 0520-07-01-.03\(3\)](#)
10. [Public Acts of 2023, Chapter No. 269](#); [State Board of Education Policy 2.103](#)

Cross References

Student Surveys, Analyses, and Evaluations 6.4001
Student Records 6.600

Cumberland County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Maintaining Test and Data Security	Descriptor Code: 4.701	Issued Date: 02/23/23
		Rescinds: 4.701	Issued: 02/28/19

1 Annually, the Director of Schools will designate a System Testing Coordinator who shall be
2 responsible for administering, monitoring and maintaining security of all tests to be administered
3 within the school system. The principal of each school shall serve as or designate a Building Testing
4 Coordinator who shall be responsible for the administrating, monitoring and maintaining security of all
5 tests given in his/her school. Test security procedures shall adhere to guidelines issued by the State
6 Department of Education.¹

- 7 1. All personnel involved in testing shall sign the Testing Code of Ethics and submit at the district
8 office for documentation.
9
- 10 2. All personnel involved in testing shall be trained and the related documentation retained for
11 system records. The training shall include: State Test Security Law, State Test Security
12 Guidelines, local policy and test administration procedures.
13
- 14 3. Inventory verification procedures shall be implemented for all paper test materials including
15 modified format and Braille test forms.
16
- 17 4. Handling of any paper test materials shall be restricted to authorized personnel only. Test
18 materials shall be stored in a centrally located locked room that is inaccessible to unauthorized
19 personnel.
20
- 21 5. Check-in and checkout process shall be established and inventory control shall be ensured for
22 each test session as well as at the school and system level during the testing window. Test
23 materials shall be returned immediately after each test session and when the entire test session
24 is completed.
25
- 26 6. Paper test materials printed for homebound or students with disabilities shall be secured after
27 the test has been transcribed.
28
- 29 7. All personnel shall be prohibited from obtaining knowledge of test items or passages before,
30 during, and after testing.
31
- 32 8. Discussion of the test content or specific test items with students, parents, or professional
33 colleagues is prohibited to protect the validity of the test.
34
- 35 9. A secure, yet positive, environment for testing shall be created.
36
- 37 10. Appropriate signage shall be placed outside of test setting to limit interruptions (e.g., Do Not
38 Disturb—Testing in Progress).

- 1 11. Electronic communication devices (cell phones, pagers, PDAs, tablets, etc.) are NOT allowed in
2 the test setting [unless the student's IEP or 504 requires](#).
- 3
- 4 12. Proper calculator use shall be ensured as outlined in the Test Administration Manual, making
5 sure that calculators are cleared before and after administration of each test.
6
- 7 13. Testing personnel shall confirm each student has logged in using their own online testing ticket
8 for every testing session.
9
- 10 14. A photo ID may be required if administrators are not responsible for normal classroom
11 instruction.
12
- 13 15. Test Administrators and Proctors are to carefully adhere to all test administration and
14 accommodation instructions.
15
- 16 16. Appropriate schedules shall be followed as set by the state, district, and school.
17
- 18 17. Appropriate time limits shall be outlined in all test directions.
19
- 20 18. Test Administrators and Proctors are required to remain with students and be observant and non-
21 disruptive throughout the testing session.
22
- 23 19. Test Administrators and Proctors are to be trained on appropriate observation protocol:
24
 - 25 a. Be aware of student activity during testing;
 - 26 b. Do not read or do other activities that take attention away from students;
 - 27 c. Turn off all electronics, including cell phones, iPads, etc.; and
 - 28 d. Computers should only be used for accessing the test site.
- 29 20. The coaching of students in any way during State assessments is prohibited. Students are to
30 respond to test items without assistance from anyone.
31
- 32 21. The reading of test items and passages by anyone other than the students being tested is
33 prohibited, unless indicated in the test instructions or accommodations [or as an accommodation](#)
34 [in an IEP or 504](#).
35
- 36 22. Secure assessment materials (including pilot or field test materials) shall not be read, reviewed, or
37 analyzed at any time before, during, or after test administration.
38
- 39 23. Test items are not to be reproduced, duplicated, or paraphrased in any way, for any reason, by
40 any person.
41
- 42 24. Standard copyright laws must be maintained at all times.
43
- 44 25. Test materials shall not be copied (including taking photos with cell phones, iPads, etc.), filed, or
45 used directly in instructional activities.
46

- 1 26. Specific excerpts or paraphrased portions of the test may not be used for classroom examples or
2 instruction.
- 3
- 4 27. Confidentiality of student-specific accountability demographic information and test results must
5 be maintained at all times.
- 6
- 7 28. Test security concerns are to be documented on a Potential Breach of Security Request form. Any
8 potential breach of security is to be reported. **Please note:** Failure to report a potential breach of
9 security compromises the integrity of the testing process and should be treated as a breach of
10 testing security.

11 **State Test Administration Security Protocols**

- 12 29. Do not allow students to take the same subtest of the same TNReady assessment twice.
- 13
- 14 30. If students are found with ANY electronic devices, including but not limited to cell phones,
15 smartphones, smart watches, iPods, PDAs etc. during testing OR during breaks, their test score
16 will be nullified. The best practice would be for students to leave devices at home or in their
17 lockers on the day of testing. Alternately, test administrators should collect electronic
18 communication devices prior to testing and return them when all students have submitted their
19 tests. All personal devices must be turned off to prevent additional load on your wireless
20 infrastructure.
- 21
- 22 31. If test administrators or proctors are found with ANY electronic devices, including but not
23 limited to cell phones and smartphones, and smart watches during testing OR at any time when
24 test information is accessible, this violation will be treated as a breach of testing security. The
25 only exception is the desktop or laptop computer being used to administer online testing, which
26 may not be used for other purposes during test administration.
- 27
- 28 32. Students should not be placed in a test session with a test administrator or proctor who is a family
29 member. In addition, with the exception of Home School students in grade 5 (or in special
30 circumstances grades 3 or 4), the parent/guardian may not be present in the student's testing
31 room.
- 32
- 33 33. Any monitoring software that would allow test content on student workstations to be viewed or
34 recorded on another computer during testing must be turned off.

35 Any employee found to have not followed security guidelines shall be placed on immediate
36 suspension, and such actions shall be grounds for dismissal. Such actions shall be grounds for
37 revocation of state license.²

38 The Director of Schools shall report a breach of security to the State Department of Education's Office
39 of Accountability and any testing irregularity to the Division of State Testing within 24 hours of such
40 events. In any class, grade, and/or school where a security breach is strongly suspected or verified,
41 central office staff shall be present during subsequent tests for a period of one year. However, if the
42 offender is no longer employed by Cumberland County Schools, monitoring is not required.

1 **Data Security**

- 2 Data designated as embargoed by the Department of Education may be shared with personnel as
3 determined by the Director of Schools as set forth in procedure. Personnel shall not share embargoed
4 data with external parties.³

Legal References

1. TRR/MS 0520-01-03-.03(7)(b)
2. TCA 49-1-607
3. State Board of Education Policy 2.600

Cumberland County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Prayer and Period/Moment of Silence	Descriptor Code: 4.805	Issued Date: 01/26/23
		Rescinds: 4.805	Issued: 02/06/97

1 There shall be no school-sponsored or school-directed public prayer at any school-sponsored or school-
2 directed activity¹, but a period of silence² may be observed. [A moment of silence is permissible at extra-](#)
3 [curricular activities \(including sports, graduation ceremonies, etc.\)](#)

4 The principal will develop a procedure that at the beginning of each school day students are called to
5 order and announce a moment of silence is to be observed. [Tennessee State law requires that a period](#)
6 [of silence shall be observed each school day. No other action shall be taken by a teacher other than to](#)
7 [maintain silence for the full time. Teachers or other school officials must supervise students during the](#)
8 [moment of silence.](#)

Legal References:

1. *Lee v. Weisman*, 505 U.S. 112 S. Ct.2649, 120 L. Ed.2d 467 (1992)

Cross Reference:

Student Equal Access 4.802

2. TCA 49-6-1004

Cumberland County Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: <h2 style="text-align: center;">Accelerated and Advanced Credit</h2>	Descriptor Code: 4.6012	Issued Date: 12/01/22
		Rescinds:	Issued:

1 Students enrolled in grades 9-12 who have taken the equivalent of a high school level course in the
 2 middle grades may earn high school credit toward graduation,¹ except in American History. ² High
 3 school credit will be given only for those courses normally taught within the Cumberland County
 4 School System or having a state course code equivalent.

5 1. Students will be given a placement test when appropriate.

6 2. Students will be given the appropriate comprehensive examination as required for
 7 students in grades nine (9) through twelve (12) who earn credit for graduation.

8 3. The appropriate examination shall provide evidence that the students have mastered all of
 9 the terminal objectives in the applicable curriculum framework adopted by the State
 10 Board of Education and shall be scored and graded on the same scale as for students who
 11 enroll in the course for which credit is being given.

12 4. Middle school students shall receive high school credit at the honors level and move in
 13 sequential order to the next course at the honors level only if an ~~85~~ **80** or above is earned in
 14 the course. Students earning an ~~84.4~~ **79.4** or less will receive high school credit at the regular
 15 course level and move in sequential order to the next course at that level.

16 5. Students must complete all state testing requirements in order to receive credit.

Legal References

1. TRR/MS 05520-1-3-.06(2)
2. TCA 49-6-1202

Cross References

Cumberland County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: <h2 style="text-align: center;">Safe Relocation of Students</h2>	Descriptor Code: <h3 style="text-align: center;">6.4081</h3>	Issued Date: <h3 style="text-align: center;">05/25/23</h3>
		Rescinds: <h3 style="text-align: center;">6.4081</h3>	Issued: <h3 style="text-align: center;">07/22/21</h3>

1 ~~Employees~~ **Teachers** who are directly responsible for a student’s education or **other employees** who
 2 ~~otherwise interact with students on a professional basis within the scope of their assigned duties~~ may
 3 relocate a student from the student’s present location to another location when such relocation is
 4 necessary for the student’s safety or the safety of others.¹ If relocation is necessary, the process will
 5 comply with all special education laws. Such employees may also intervene in a physical altercation
 6 between two or more students or between a student and a district employee. Reasonable or justifiable
 7 force may be used to physically relocate or intervene in a conflict if a student is unwilling to cooperate.²
 8 If an employee is unable to resolve the matter with the use of reasonable or justifiable force, the student
 9 shall be allowed to remain in place until local law enforcement officers or school resource officers can
 10 be summoned to relocate the student or take the student into custody until a parent or guardian can
 11 retrieve the student.

12 In the event that physical relocation becomes necessary, the employee shall immediately file a brief
 13 report of the incident with the principal. If the student's behavior constitutes a violation of the board's
 14 zero tolerance policy, the report shall be placed in the student's permanent record. Otherwise, the report
 15 shall be kept in the student's discipline record, and not become a part of that student's permanent record.
 16 The principal/designee shall notify the teacher involved of the actions taken to address the behavior of
 17 the relocated student.¹

18 The Director of Schools shall develop administrative procedures regarding the safe relocation of students
 19 consistent with State law. Each principal shall fully support the employees' authority to relocate a student
 20 and ensure appropriate implementation and reporting.

Legal References

1. TCA 49-6-2802
2. TCA 39-11-603, TCA 39-11-609-614

Cross References

- Code of Conduct 6.300
- Interference/Disruption of School Activities 6.306
- Zero Tolerance Offenses 6.309
- Special Education Students 6.500

Cumberland County Board of Education

Monitoring: Review: Annually, in August	Descriptor Term: Charter School Applications	Descriptor Code: 1.901	Issued Date: 06/19/25
		Rescinds: 1.901	Issued: 03/21/24

1 General

2 This policy shall apply to sponsors and potential sponsors of charter schools. It shall not apply to
3 charter schools converting from existing public schools. Proposals from existing charter school
4 operators or replicators and applicants proposing to contract with educational service providers shall be
5 in accordance with state law.¹

6 APPLICATION PROCESS²

7 A prospective charter school sponsor shall send notice to the Director of Schools/designee of its
8 intent sixty (60) calendar days prior to February 1st of the year preceding the year in which the
9 proposed charter school plans to begin operation as a charter school. The Director of Schools/designee
10 shall determine whether the sponsor has selected the correct application category within ten (10)
11 business days of receiving confirm receipt of the letter of intent and notify and provide the sponsor with
12 current state and federal per pupil funding estimates within five (5) business days of a
13 determination that the incorrect application category has been selected.²

13 A sponsor seeking board approval of an initial charter school application shall complete the forms
14 developed by the State Board of Education in coordination with the Tennessee
15 Public Charter School Commission (“the Commission”). The application shall provide all the
16 information required by state law. The sponsor shall demonstrate that the proposed charter school meets
17 the purpose prescribed by state law for the formation of a charter school, and the proposed charter
18 school will be able to implement a viable program of quality education for its students.

19 Electronic copies of applications shall be submitted to the Board and Tennessee Department of
20 Education the Commission on or before 11:59 p.m. Central Time on February 1st of the year preceding the
21 year in which the proposed charter school plans to begin operation as a charter school. If the 1st of February
22 falls on a Saturday, Sunday, or holiday on which the school district offices are closed, applications will
23 be accepted on the next business day on or before 11:59 p.m. Late applications will not be
24 accepted, without exception. The sponsor shall pay an application fee of \$2,500.00. The Director of
25 Schools/designee shall report each application received to the Commission no later than ten (10) days
26 after receipt.^{2,3}

27 The Board shall determine whether an application is complete within (10) business days of receiving
28 the application and shall notify the sponsor within five (5) business days of the determination if the
29 application is determined to be incomplete.³

30 REVIEW TEAM¹

31 If necessary, the Director of Schools/designee shall appoint a review team to assist in reviewing and
32 evaluating charter school applications. The team shall be comprised of members of the administrative
33 staff for the district, community members with relevant educational, organizational, financial, and legal

1 experience. At the board meeting in December of each year, the Director of Schools/designee shall
2 make a recommendation to the Board on which members of his/her administrative staff should be
3 appointed to the team. The Board shall name the members of the team at its meeting in January of each
4 year. The Board shall designate a Chair of the review team as the contact person for answering questions
5 about the application process and receiving applications. The Director of Schools/designee shall develop
6 an orientation for the team to ensure consistent evaluation standards and the elimination of real or
7 perceived conflicts of interest.

8 The Board shall require the Director of Schools/designee to develop a procedure for receiving,
9 reviewing, and ruling on applications for the establishment of charter schools by the review team. The
10 procedure shall include a timeline for the application and review process. A copy of the procedure,
11 including the review criteria, shall be available on the district's website.

12 The review team shall:

- 13 1. Evaluate all charter school applications based on the review criteria established by state law;
14 and
15
- 16 2. Recommend one of the following options to the Board for each application: approve, reject,
17 ~~or reject with stipulations for reconsideration.~~⁴

18 **APPROVAL/DENIAL OF APPLICATION**⁵

19 The Board shall rule by resolution on the approval or denial of an initial charter school application
20 within ninety (90) calendar days of receipt of the completed application, or the application shall
21 be deemed approved by state law. The Director of Schools/designee shall report the action taken by
22 the Board to the Department of Education and the Commission **no later than ten (10) calendar days after**
23 **approval or denial. If an application is denied, the report shall also include the reasons for denial.**

24 *Approval*

25 The sponsor of a charter school that is approved by the Board shall enter into a written agreement with
26 the Board, which shall be binding on the charter school's governing body. The charter school
27 agreement shall be in writing and signed by the sponsor and the Board.

28 The Board will receive an annual authorizer fee of three percent (3%) of the annual per student state
29 and local allocations or thirty-five thousand dollars (\$35,000), whichever is less.⁶

30 Charter schools approved by the Board are expected to implement the application as submitted and
31 approved. Material variations in operations from the approved application require amendment pursuant
32 to state law and the charter school agreement.⁷

33 The Board should not provide services to charter schools that are not requested during the application
34 process except for those services that are required under state or federal laws. Services agreed to be
35 provided to the charter school by the Board shall be provided at board's actual cost. The Board and
36 charter school shall execute a service contract for any additional services.

1 New charter school agreements are approved for a ten (10) year period.⁸ The Board may revoke or
2 deny renewal of a charter school agreement for any of the reasons enumerated in state law.⁹

3 *Denial*

4 If the initial charter school application is denied, the Board shall notify the sponsor in writing
5 within ten (10) calendar days, specifying the objective reasons for the denial and the deadline by
6 which the sponsor may submit an amended application. Upon written receipt of the grounds for denial,
7 the sponsor shall have thirty (30) calendar days within which to submit an amended application to
8 correct the deficiencies. The Board shall have sixty (60) calendar days either to deny or to approve the
9 amended application, or the application shall be deemed approved by state law.⁵

10 If the amended charter school application is denied, the Board shall notify the sponsor in writing
11 within five (5) calendar days, specifying the objective reasons for denial and the sponsor's right to an
12 appeal. Within ten (10) calendar days of final denial, an appeal may be filed with the Tennessee Public
13 Charter School Commission.¹⁰

Legal References

1. [TCA 49-13-106; State Board of Education Policy 6.111](#)
2. [TCA 49-13-107; Public Acts of 2025, Chapter No. 275; TCA 1-3-102; TCA 49-13-108; TRR/MS 0520-14-01-.01\(1\)\(b\),\(c\)](#)
3. [TRR/MS 0520-14-01-.01\(1\)\(d\),\(e\)](#)
4. [TRR/MS 0520-14-01](#)
5. [TCA 49-13-108; Public Acts of 2025, Chapter No. 275; TRR/MSS 0520-14-01](#)
6. [TCA 49-13-128](#)
7. [TCA 49-13-110\(d\)-\(e\); TRR/MSS 0520-14-01-.01](#)
8. [TCA 49-13-110\(c\)](#)
9. [TCA 49-13-122](#)
10. [TCA 49-13-108\(b\)\(5\)](#)

Cumberland County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Workers' Compensation	Descriptor Code: 3.602	Issued Date: 01/26/23
		Rescinds: 3.602	Issued: 02/28/13

1 The workers' compensation administrator for the school system shall establish a Medical Panel
2 consisting of at least three (3) general practitioners as required by Tennessee School Boards Workers'
3 Compensation Trust policy.

4 The names of the general practitioners shall be posted in conspicuous places throughout maintenance,
5 transportation, clerical, and professional areas of all schools. Newly hired employees will be advised of
6 the approved Medical Panel during in-processing. Any workers' compensation claimant may choose
7 from any of the general practitioners listed on the Medical Panel for treatment of on-the-job injuries.
8 Any specialized treatment for such injuries must be administered by practitioners or specialists referred
9 by the Medical Panel.

10 Substance abuse screening will be required during the initial examination of any employee seeking
11 treatment for an on-the-job injury/accident. If the screening occurs more than seventy-two (72) hours
12 after the incident, a hair follicle test will be administered. Refusal to submit to this testing or a subsequent
13 positive test result may be grounds for forfeiture of Workman's Compensation benefits, disciplinary
14 action and/or termination of employment.

15 The school system will not pay employees injured on the job amounts above the workers' compensation
16 weekly minimum limit. Workers' Compensation currently pays the maximum as required by statute to
17 employees injured on the job and off work for more than seven (7) days.

19 INJURED EMPLOYEE RE-HIRE

20 The school system will not re-hire an injured former employee for the same or similar duties after
21 competent legal authority has determined this former employee to be unable, because of on the job
22 injuries, to continue in his or her former position, and permanent disability payments have been
23 negotiated.

25 RESTRICTED DUTY PROGRAM

26 It shall be the responsibility of the system safety committee consisting of the Nursing Supervisor,
27 Maintenance Supervisor, School Nutrition Supervisor and the Human Resource Supervisor to approve a
28 "restricted duty" return to work program, when practical and medically necessary, to encourage injured
29 employees to return to work as soon as possible. Medical documentation will be required regarding

1 limitations/restrictions and timeframe. Once the committee reviews the documentation, the committee
2 will make a decision and communicate the decision to the injured employee’s immediate supervisor. The
3 immediate supervisor will communicate the decision to the employee.

Legal References

1. TCA 50-6-407
2. TCA 50-6-204(a)(3)(A)(i)

Cross References

- Sick Leave 5.302
Physical Assault Leave 5.307

Cumberland County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Protection Against Injury	Descriptor Code: 3.2011	Issued Date: 01/26/23
		Rescinds: 3.2011	Issued: 12/04/07

1 **BACK PROTECTION**

2 ~~It shall be the responsibility of each employee who lifts objects that could potentially injure his/her back~~
3 ~~to wear a support belt while lifting and moving objects. The back support belt must be a personal back~~
4 ~~support similar to the ProFlex 2000 manufactured by Ergodyne Corporation.~~

5 ~~Each employee shall test each object before the lift to determine if it exceeds the individual's lifting limit.~~
6 ~~Any object determined to exceed the weight limit for one person or to be of such a shape as to be difficult~~
7 ~~to lift must be lifted by two employees wearing back support belts.~~

8 **FOOT AND SLIP PROTECTION**

9 ~~Each employee, including but not limited to cafeteria, custodial, and maintenance personnel, working in~~
10 ~~areas classified by the system safety coordinator as having potentially slick walking working surfaces~~
11 ~~are required to wear slip resistant soled shoes appropriate for the floor surface.~~

12 ~~All maintenance personnel and each employee working in areas where there is danger of heavy objects~~
13 ~~dropping on their feet shall wear shoes with safety toes. These safety-toed shoes must meet the~~
14 ~~requirements of the American National Standards Institute with an impact classification of C75.~~

15 ~~The protective shoes must be a type similar to those manufactured and sold by Iron Age Safety Shoe~~
16 ~~Corporation.~~

17 **HAND PROTECTION**

18 ~~Appropriate protective gloves must be worn by employees whose work regularly exposes their hands to~~
19 ~~hazardous substances, cutting, or burning.~~

20 ~~General duty work gloves (cotton, knit, leather, or cotton-leather combination) shall be worn by~~
21 ~~employees whose hands are subject to abrasion, friction, roughness, burns, slivers, etc.~~

22 ~~Heat resistant, forearm length gloves shall be worn for handling hot ware unloaded from any cooking~~
23 ~~equipment, or any other dealings with hot substances.~~

24 ~~Rubber gloves shall be worn by all employees handling caustic chemicals, (i.e. acids, dyes). No one~~
25 ~~material provides adequate protection from all chemicals. Chemical protection gloves should be selected~~
26 ~~only after identifying the chemicals with which the gloves may come in contact.~~

1 **EYE PROTECTION**

2 ~~Employees shall wear appropriate eye protection when machines or operations present hazards of flying~~
3 ~~objects, chemical splash, glass breakage, sparks, injurious radiation, or combination of these hazards.~~
4 ~~Suitable eye protections may be provided by protective shield, welding helmets, goggles, and safety~~
5 ~~glasses. The appropriate form of eye protection must be matched to the hazard.~~

6 **PRE-EMPLOYMENT PHYSICALS**

7 ~~All newly hired employees must take an employment physical to determine his/her physical abilities and~~
8 ~~past medical history.~~

9 **INJURED EMPLOYEE RE-HIRE**

10
11 ~~The school system will not re-hire an injured former employee for the same or similar duties after~~
12 ~~competent legal authority has determined this former employee to be unable, by reason of on the job~~
13 ~~injuries, to continue in his or her former position, and permanent disability payments have been~~
14 ~~negotiated.~~

15 **LIGHT DUTY PROGRAM**

16 ~~It shall be the responsibility of the system safety coordinator and Human Resources Department to~~
17 ~~implement a "light duty" work program, when practical and medically necessary, to encourage injured~~
18 ~~employees to return to work as soon as possible.~~

19 ~~This policy does not supersede any state or federal law to the contrary.~~

20
21 ~~Each supervisor shall require that each employee is trained in proper safety practices and use and care~~
22 ~~of the equipment before using it. Documentation of training must be submitted by the supervisor to the~~
23 ~~system safety coordinator who shall keep it on file for the duration of the employee's employment.~~

24
25 ~~All protective equipment shall be of safe design and construction for the work to be performed. It shall~~
26 ~~be the responsibility of all employees required to use safety equipment to assure its adequacy,~~
27 ~~including proper maintenance and sanitation of such equipment. Employee supervisors shall inspect~~
28 ~~the equipment at least twice a semester to ensure proper maintenance.~~
29

**Recommendation is to delete policy because information here is contained within the Exposure control plan and injured employee re-hire and restricted duty program portion was moved to work comp policy, 3.602.*

Cumberland County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Personnel Records	Descriptor Code: 5.114	Issued Date: 05/25/23
		Rescinds: 5.114	Issued: 05/24/18

1 The Director of Schools/designee(s) shall be authorized to maintain personnel records and to permit
2 inspection of the same. The following records shall be maintained for all employees as appropriate in
3 the office of the Director of Schools:

- 4 1. Employee applications and contracts;
- 5 2. Professional certificates and other documents required by state and federal laws and
6 regulations;¹
- 7 3. Cumulative information files:
 - 8 a. Date and place of birth
 - 9 b. Work history
 - 10 c. Qualifications
 - 11 d. Physical exams
 - 12 e. Evaluations (non-teachers)
 - 13 f. Military Service
 - 14 g. Criminal history record information

15 All employment will be contingent upon all required documentation (ex. ~~pre-employment physical,~~
16 drug test, background check, parapro test completion, etc.) being satisfactorily completed before his or
17 her first day of employment.

18 The following guidelines regarding records and files shall be followed:

- 19 1. Information contained in personnel records shall be limited to job-related matters;
- 20
- 21 2. The Director of Schools shall be responsible for notifying all employees of the types of
22 information kept and its uses;
- 23
- 24 3. Employees shall be granted an opportunity to respond in writing to material placed in records;
- 25
- 26 4. Employee records are public records, except for medical records and matters deemed
27 confidential by law, and shall be open for inspection during regular business hours;²
- 28
- 29 5. In accordance with federal law, the district shall release information regarding the professional
30 qualifications and degrees of teachers and the qualifications of paraprofessionals to parents
31 upon request for any teacher or paraprofessional who is employed by a school receiving Title I
32 funds and who provides instruction to their child at that school;³
- 33

- 34 6. Members of the public may not obtain the home telephone number, personal cell phone
35 number, bank account information, social security number, residential street address, driver
36 license information (except where driving or operating a vehicle is considered to be a part of
37 the employee's duties), of an employee or of the immediate family members or household
38 members of an employee, unless release of this information is expressly authorized by the
39 employee;⁴
40
- 41 7. A record of the person inspecting and the date of inspection shall be recorded; and
42
- 43 8. Copies of administrative records may be made under rules determined by the director of
44 schools.⁵
- 45 Teacher evaluations and other instruments of communication between the teacher and the principal
46 will be maintained in a secured file in the principal's office, of the school of assignment. Similar files
47 of principals and supervisors shall be maintained in the office of the Director of Schools.

Legal References

1. TCA 49-2-301(b)(1)(M)
2. TCA 10-7-503, 504
3. 20 USCA § 6311(g)(2)
4. TCA 10-7-504(f)(1)
5. TCA 10-7-506; TCA 49-2-301(b)(1)(CC); TCA 8-50-108

Cross References

School District Records 1.407

Cumberland County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Suspension/Dismissal of Non-Certified Employees	Descriptor Code: 5.202	Issued Date: 04/27/23
		Rescinds: 5.202	Issued: 04/27/17

1 SUSPENSION

2 A Director of Schools/designee may suspend an employee at any time when deemed necessary.¹ Before
3 an employee is suspended, he/she shall be: (1) provided with reasons for the suspension; (2) given
4 an opportunity to respond; and (3) given a written decision of the suspension.

5 Under no circumstances shall a Director of Schools suspend an employee with pay. If reinstated, the
6 employee shall be paid full salary for the period of suspension, unless suspension without pay is deemed
7 to be an appropriate penalty.

8 DISMISSAL

9 The Director of Schools may dismiss any classified employee during the contract year for
10 incompetence, inefficiency, insubordination, improper conduct, or neglect of duty.

~~11 The Director of Schools may either choose to provide the employee with a hearing or give the
12 employee the opportunity for a hearing before the Personnel Hearing Authority (PHA). Requests
13 for hearings must be filed in writing within ten (10) days of notification.~~

14 NONRENEWAL

15 Non-certified personnel shall be notified of non-renewal within five (5) business days following the last
16 instructional day for the school year.²

17 RESIGNATION

18 Support personnel shall give the immediate supervisor written notice of resignation at least two (2) weeks
19 (ten (10) working days) in advance of the effective date of voluntary termination. The ten (10) working
20 days may be waived by the director of schools for justifiable reason.

21 The immediate supervisor shall forward copies the day received to the Director of Schools' office. The
22 payroll office will prepare final payment for the next appropriate scheduled pay day.

23 RETIREMENT

24 Retirement shall mean a termination of services under conditions which will allow the employee to draw
25 benefits from retirement plans and/or social security benefits. Employees eligible for retirement benefits
26 may elect to retire at any age according to the provisions of the retirement system.

1 Central office personnel shall assist employees in securing retirement benefits; however, it shall be the
2 responsibility of the retiring employee to obtain verification of eligibility in writing from Tennessee
3 Consolidated Retirement System (TCRS) to the central office. It shall be the responsibility of the
4 retiring employee to file for eligible benefits. Employees who retire under Tennessee Consolidated
5 Retirement System (TCRS) may be employed up to one-hundred-twenty (120) days per year without
6 loss of retirement benefits.

7

Legal References

1. TCA 49-2-301(b)(1)(EE)—(FF)
2. TCA 49-2-301(b)(1)(FF)

Cumberland County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: <h3 style="text-align: center;">Short Term Leaves of Absence</h3>	Descriptor Code: 5.300	Issued Date: 05/25/23
		Rescinds: 5.300	Issued: 05/25/17

1 Short-term leaves of absence shall consist of the following: Emergency, legal, sick, personal, and
 2 professional leave.¹

3 **UNAUTHORIZED ABSENCES**

4 An employee who is absent from his assigned work location or schedule for three (3) or more days
 5 without official leave approval from supervisory personnel shall be considered absent without authorized
 6 leave. In such cases, the Cumberland County School System shall regard the job as abandoned, and it
 7 will be recommended to the Director of Schools that the employee be terminated, unless he/she can
 8 provide acceptable and verifiable evidence of extenuating circumstances.

9 Employees who are absent without notice or authorization for less than three (3) days, and who
 10 subsequently report to work, shall provide a detailed written reason for such absence and, regardless of
 11 stated reasons, may be subject to disciplinary action, up to and including dismissal.
 12

Legal References

1. TRR/MS 0520-1-2-.04(8)

Cross References

- Emergency & Legal Leave 5.301
- Sick Leave 5.302
- Personal & Professional Leave 5.303
- Vacations and Holidays 5.310

Cumberland County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Sick Leave	Descriptor Code: 5.302	Issued Date: 07/27/23
		Rescinds: 5.302	Issued: 05/25/23

1 PROFESSIONAL PERSONNEL

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

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

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

11 A physician's certificate may be required, on forms furnished by the Board in support of any claim for
12 sick leave pay.

13 The supervisor/designee shall immediately notify the Director of Schools' office if an employee
14 is absent beyond the limit of his/her sick leave accumulation.

15 Permanent, cumulative sick leave records for each active professional employee shall be kept in
16 the Director of Schools' office or readily available from the county finance department.

17 Upon employment transfer of accumulated sick leave from another Tennessee school district may be
18 credited when the Director of Schools of the district in which the accumulated leave was held
19 provides notarized verification.³

20 SUPPORT PERSONNEL

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

22 At the termination of the employment of any employee, all unused sick leave accumulated by the employee
23 shall be terminated or donated.

24 The immediate supervisor may require a physician's certificate stating the reason for absence.

25 SICK LEAVE BANK

26 The purpose of the sick leave banks is to provide sick leave to all personnel⁴ who have suffered an
27 unplanned personal illness, injury, disability, or quarantine and whose personal sick leave is exhausted.

- 1 To form a sick leave bank, a minimum of twenty (20) employees from the school district shall petition
 2 the Board for permission to establish a sick leave bank.⁵ Upon approval, sick leave bank trustees shall
 3 be appointed and shall operate as the governing body of the sick leave bank and shall enact rules and
 4 regulations consistent with state law.⁶ Employees wishing to participate shall initially give a maximum
 5 of three (3) days of sick leave. These days are to be deducted from the employee's personal
 6 accumulation and donated to the sick leave bank. Donations of sick leave to the bank are
 7 nonrefundable and nontransferable.⁷
- 8 At any time, the number of days in the sick leave bank is less than twenty (20), or one (1) per
 9 employee if there are more than twenty (20) members, or at any time deemed advisable, the trustees
 10 shall assess each member one (1) or more days of accumulated sick leave. If an employee has no
 11 accumulated sick leave at the time of assessment, the first earned days shall be donated as they are
 12 accrued by the employee.⁷
- 13 An employee who is a member of the sick leave bank may request an allotment of days (for the
 14 employee's personal illness or on account of an illness of his/her minor child) in the manner designated
 15 by the trustee. The need for these days shall be verified by a statement from a physician.⁸
- 16 By written notice to the trustees, an employee may withdraw from bank participation on June 30th of
 17 any year.⁹ Membership withdrawal results in forfeiture of all days contributed.
- 18 The sick leave bank shall be operated in accordance with state law.¹⁰

 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. Public Acts of 2023, Chapter No. 151
9. TCA 49-5-808(j)
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

Cumberland County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Background Investigations	Descriptor Code: 5.118	Issued Date: 04/27/23
		Rescinds: 5.118	Issued: 09/27/18

1 **General**

2 Background checks shall be required for applicants, employees, contract workers, and volunteers.¹

3 The Director of Schools/designee shall develop any necessary corresponding procedures.

4 **APPLICANTS AND EMPLOYEES**

5 To ensure the safety and welfare of students and staff, the district shall require criminal history
6 background checks and fingerprinting of applicants for teaching positions and any other positions that
7 require proximity to children. Further, applicants who (1) have been identified by the Department of
8 Children's Services as perpetrators of child abuse, severe child abuse, child sexual abuse, or child
9 neglect, or who pose an immediate threat to the health, safety, or welfare of children; or (2) who are
10 listed on the state's abuse of vulnerable persons registry maintained by the Department of Health; or (3) listed
11 on the [Federal Sexual Offender Registry](#) shall not be employed.² Any costs incurred to perform these background
12 checks and fingerprinting shall be paid by the applicant.³

13 Background checks shall be required of these employees at least once every five (5) years after the date
14 of hire.¹

15 **USE AND DISSEMINATION**

16 Fingerprints or other approved forms of positive identification shall be submitted with all requests for
17 criminal history record checks for non-criminal justice purposes.⁴ The Director of Schools shall ensure
18 the Originating Agency Identifier number is on file at all times.

19 Tennessee and FBI ~~Criminal History Record Information~~ ("CHRI") [Criminal Justice Information Service](#)
20 ("[CJIS](#)") obtained by the district shall be solely used to verify criminal violation(s) and shall not be
21 disseminated. Results shall be considered confidential and only accessible to district personnel identified by
22 the Director of Schools. ~~CHRI~~ [CJIS](#) shall only be accessed by authorized personnel in the performance of
23 their duties and shall never be released to the public.

24 All persons directly associated with the accessing, maintaining, processing, dissemination or
25 destruction of ~~CHRI~~ [CJIS](#) must sign an awareness statement and shall indicate that they have been specially
26 trained on the subject. The training shall provide those with access to criminal history record
27 information with a working knowledge of federal and state regulations and laws governing the security
28 and processing of criminal history information. The Director of Schools is responsible for ensuring that

1 authorized personnel receive such training within 60 days of employment or job assignment and every
2 three years.

3 **RETENTION AND SECURITY**

4 The Director of Schools shall develop procedures to ensure ~~CHRI~~ **CJIS** is stored in a secure location. Areas
5 in which ~~CHRI~~ **CJIS** is processed and handled shall be restricted to authorized personnel identified by the
6 Director of Schools. The area shall be out of the view of the public and unauthorized personnel. The
7 Director of Schools shall maintain a list of all employees who have access to, can process, disseminate,
8 and/or destroy ~~CHRI~~ **CJIS**.

9 **DISPOSAL OF CHRI**

10 When ~~CHRI~~ **CJIS** is no longer needed, it shall be destroyed by burning, shredding or other method
11 rendering the information unreadable. Record destruction must be conducted under the supervision of the
12 Director of Schools.

13

14 **MISUSE**

15 Employees who misuse ~~CHRI~~ **CJIS** or violate this policy shall be subject to disciplinary action up to and
16 including termination. Any employee with knowledge of misuse shall immediately report a violation to
17 the Director of Schools.

18

Legal References

1. Public Acts of 2018, Chapter No. 1006
2. TCA 49-5-406 (a)(1) TCA 49-5-403;
TCA 49-5-413(a)(2),(e)
3. TCA 49-5-413 (c)
4. 42 U.S.C. § 14616 (a)

Cross References

Application and Employment 5.106

Cumberland County Board of Education

Monitoring: Review: Annually in April	Descriptor Term: Procedure for Granting Tenure	Descriptor Code: 5.117	Issued Date: 05/25/23
		Rescinds: 5.117	Issued: 07/22/21

1 **General**

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

4 **TENURE ELIGIBILITY²**

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

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

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

21 **ACQUISITION OF TENURE STATUS**

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

24 The following additional guidelines shall apply:

- 25
- 26 1. The Director of Schools will recommend persons eligible for tenure at a Board meeting in
27 ample time to send notice of non-renewal to each teacher not recommended for tenure within
28 five (5) business days following the last instructional day for the school year.⁵
- 29 2. The decision to grant tenure is solely within the discretion of the Board.⁶ Only those teachers
30 who receive a majority vote of the membership of the Board will be granted tenure.⁷
- 31 3. A teacher who is eligible for tenure, but tenure is denied by the Board, shall not be rehired

1 beyond the current contract year.⁴

2 **TEACHER RETURNING TO EMPLOYMENT**

3 A teacher who has attained tenure status in a school district may return to a probationary period upon
4 ~~reemployment. and later resigns shall~~ Specifically, if a teacher resigns from a school system and later
5 ~~returns, the must~~ serve a two (2) year probationary period ~~upon reemployment~~ unless the probationary
6 period is waived by the Board of Education upon request of the Director of Schools. During this period,
7 ~~the teacher must receive evaluations demonstrating an overall performance effectiveness level of above~~
8 ~~expectations or significantly above expectations to be eligible for tenure.~~ Upon completion of the two
9 (2) year probationary period, the teacher shall be eligible for tenure and shall be either recommended by
10 the Director of Schools for tenure or non-renewed; If tenure is denied by the Board, the teacher shall be
11 dismissed.⁸

12 **TEACHER TRANSFERRING FROM ANOTHER SCHOOL DISTRICT⁹**

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

17 If a nontenured teacher with fewer than five (5) years of service transfers from another school district,
18 such teacher shall not be eligible for tenure status until the teacher has served at least five (5) years when
19 service in both school districts is counted.

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

22 **TEACHER RETURNING TO PROBATIONARY STATUS¹⁰**

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

28 When a teacher who has returned to probationary status has received two (2) consecutive years of
29 evaluations demonstrating an overall performance effectiveness level of “above expectations” or
30 “significantly above expectations,” the teacher is again eligible for tenure and shall be either
31 recommended by the Director of Schools for tenure or nonrenewed; provided, however, that the teacher
32 shall be dismissed if tenure is denied by the Board.⁴

33 This section does not apply to teachers who acquired tenure prior to July 1, 2011.

Legal References

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

Cross References

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

Cumberland County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Facilities Planning	Descriptor Code: 3.208	Issued Date: 01/26/23
		Rescinds: 3.208	Issued: 11/14/13

1 The Director of Schools shall present an annual assessment of facility needs to the Board in October.
2 The needs assessment shall include a review of each school site. Each principal shall prepare the
3 assessment for his/her school with input from staff, parents and community leaders. **Funds, design, and**
4 **all major purchases shall be approved by the Board. Additionally, all changes shall meet or exceed**
5 **existing school standards.**

6 The individual school needs assessment shall include the following information:

- 7 1. Building, site and utility deficiencies
- 8 2. Maintenance issues
- 9 3. Number of classrooms with class sizes
- 10 4. Population and enrollment projections
- 11 5. Community needs
- 12 6. Other information as directed

13 The system-wide needs assessment shall include the following information:

- 14 1. Individual school assessments
- 15 2. System-wide population growth projections
- 16 3. Industrial and business forecasts
- 17 4. Other information as deemed necessary

18 **ASBESTOS¹**

19 The Director of Schools shall maintain an Asbestos Management Plan for all buildings leased, owned,
20 or otherwise used as school buildings and maintain and update the plan to keep it current with ongoing
21 operations and maintenance, periodic surveillance, inspection, re-inspection, and response action
22 activities.

23 The Director of Schools shall:

- 24 A. Annually publish a notification on the Asbestos Management Plan availability and the status of
25 asbestos activities;
- 26
- 27 B. Educate and train maintenance and custodial staff about asbestos and how to deal with it, in
28 accordance with state and federal statutes;
- 29

- 1 C. Notify short-term or temporary workers on the locations of the building materials containing
2 asbestos;
3
- 4 D. Post warning labels in routine maintenance areas where asbestos was previously identified or
5 assumed;
6
- 7 E. Follow set plans and procedures designed to minimize the disturbance of building materials
8 containing asbestos; and
9
- 10 F. Survey the condition of these materials every six (6) months to assure that they remain in good
11 condition.

12 The Director of Schools shall designate an Asbestos Hazard Emergency Response Act (AHERA)
13 Manager as the designated Asbestos Program Coordinator. All inquiries regarding the asbestos plan and
14 asbestos-related issues should be directed to the AHERA Manager.

Legal References

1. 40 CFR §§ 763.91-93; 15 USCA §§ 2641-2656

Cumberland County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: <h2 style="text-align: center;">Use of Unmanned Aircraft Systems and Model Aircraft in the Curriculum</h2>	Descriptor Code: 3.219	Issued Date: 01/26/23
		Rescinds: 3.219	Issued: 05/26/16

1 Unless granted permission by the Director of Schools or his/her designee, the use of Unmanned Aircraft
 2 Systems (UAS) for any purpose is not permitted at any school district event, activity or classroom activity. This
 3 prohibition applies to all school district indoor/outdoor property and includes a ban at all venues including the
 4 spectator areas and parking areas.

5 Any use of model aircraft within a program of instruction approved by the Director of Schools, shall comply
 6 with Tennessee law and Federal Aviation Administration (FAA) rules.^{1,2} Additionally:

- 7 1. Operation of the Model Aircraft will be under the planned supervision and control of a Licensed
 8 Aviation Instructor.
- 9
- 10 2. The current FAA airspace requirements and regulations will be adhered to at all times, as will any state
 11 laws which may be in place at the time of operation. Flights will be no higher than 400 feet in altitude.
 12
- 13 3. The operation and flight patterns will avoid flight directly over people and /or any spaces deemed safety
 14 concerns.
 15
- 16 4. UAS/Model Aircraft will be in eyesight at all times, utilizing an observer if necessary.
- 17
- 18 5. UAS/Model Aircraft will remain well clear of and not interfere with manned aircraft operations.
- 19
- 20 6. The area of use will be restricted to the campus limits or property lines, or other locations with prior,
 21 written approval of the landowner.
 22
- 23 7. Flights of UAS/Model Aircraft shall not be undertaken in adverse weather conditions such as high
 24 winds or reduced visibility.
 25
- 26 8. Liability insurance for this specific equipment and its conditional use will be in force in order to operate.
 27
- 28 9. [Operators not under the supervision of the aviation teacher shall have a Part 107 Commercial Drone](#)
 29 [License or a Certificate of Completion of an FFA approved safety course before operating at any](#)
 30 [Cumberland County Schools property.](#)

Legal References

1. TCA 39-13-609(b)
2. FAA Modernization and Reform Act of 2012, 49
 USCA § 40101 *et seq.*; 49 USCA § 44801 *et seq*

Cumberland County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Equipment and Supplies Management	Descriptor Code: 3.300	Issued Date: 01/26/23
		Rescinds: 3.300	Issued: 06/07/07

1 *General*

2 All equipment and materials placed in school buildings or on school property by any group or
3 organization become the property of the Board. The Board reserves the right to transfer property to other
4 schools if the school in which it was originally placed is discontinued or if there is no longer any need
5 for the equipment or materials where originally placed.

6 The director of schools shall develop procedures promoting ensuring the useful life of equipment and
7 supplies by establishing a thorough, effective and economical operations and maintenance program and
8 providing adequate insurance coverage. Equipment management shall be in accordance with federal and
9 state laws, regulations and guidelines.¹

10 Each employee of the system shall be responsible for the materials, equipment and supplies assigned to
11 him/her. In addition, he/she is responsible for the preservation and protection of materials, equipment
12 and supplies not under his/her direct control when such are endangered and when the system employee
13 having direct control is not present or is otherwise unable to act.

Legal References

1. *Tennessee Internal School Uniform Accounting Policy Manual*, Section 4-23 - Section 4-25; 2 CFR § 200.311-315

Cross References

Inventories 2.702

Cumberland County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Student Transportation Management	Descriptor Code: 3.400	Issued Date: 01/26/23
		Rescinds: 3.400	Issued: 10/26/17

1 *General*

2 School buses shall be maintained and operated in accordance with state law and [in accordance with the](#)
3 [specifications developed by the Department of Education and approved by the Department of Safety.](#)
4 ~~State Board Rules and Regulations.~~¹

5 Each bus shall be equipped with the phone number for reporting safety complaints. This number shall
6 appear on the rear bumper.² [Buses shall also include notice in a conspicuous place that only authorized](#)
7 [persons shall enter the bus. This notice shall include appropriate contact information in case of an issue](#)
8 [on the bus.](#)³

9 To avoid the financial burden of replacing an aging bus fleet at any one time, the Board shall attempt to
10 replace a certain number of buses each year on a rotating basis.

11 All accidents, regardless of the damage involved, must be reported to the transportation supervisor,
12 including incidents in which any part of the bus contacts any other object or vehicle.

13 In the event students are on board at the time of an accident (regardless of how minor), the appropriate
14 authorities will be notified and dispatched immediately.

15 The Director of Schools shall develop procedures to ensure compliance with the statutory and
16 regulatory requirements for the transportation program.

17 **SCHOOL BUS DRIVERS**

18 [Each school bus driver shall receive a certificate prior to operating a school bus for the school district.](#)
19 [The issuance of a certificate to a school bus driver shall be based on the qualifications of school bus](#)
20 [drivers as determined by the Director of Schools.](#)

21 [Annually, the Board shall require each school bus driver to have a physical and mental examination.](#)
22 [The Board shall revoke the certificate of any school bus driver found to be physically, mentally, or](#)
23 [morally unfit to operate a school bus. Additionally, a certificate shall be revoked if the school bus](#)
24 [driver is convicted of driving under the influence, vehicular assault, vehicular homicide, aggravated](#)
25 [vehicular homicide, or the manufacture, delivery, sale, or possession of a controlled substance or](#)
26 [analogue.](#)⁵

27 **TRANSPORTATION SUPERVISOR³**

28 The Director of Schools shall appoint a transportation supervisor for the system. He/she shall be
29 responsible for the monitoring and oversight of transportation services for the district.

1 The transportation supervisor shall complete a student transportation management-training program
2 upon appointment. Every year the transportation supervisor shall complete a minimum of four (4)
3 hours of training annually.

4 The Director of Schools shall ensure that training is completed and provide the state department of
5 education with appropriate documentation.

6 **COMPLAINT PROCESS⁴**

7 The following procedure will govern how students, teachers, staff, and community members shall
8 submit bus safety complaints:

9 All complaints shall be submitted to the transportation supervisor; and
10

11 1. Forms may be submitted in person, via phone, mail, or email.

12 a. Written complaints shall be submitted on forms located on the district's website. In the
13 case of a complaint received via phone, the person receiving the phone call shall be
14 responsible for filling out the form and submitting it to the transportation supervisor. In
15 order to conduct a thorough and proper investigation, all information must be submitted
16 on the form including the complainant's name and contact information.

17 The transportation supervisor shall begin an investigation of all bus safety complaints within twenty-
18 four (24) hours of receipt.

19 Within forty-eight (48) hours of receipt of the initial complaint, the transportation supervisor shall
20 submit a preliminary report to the director of schools. This report shall include:

21 1. The time and date the complaint was received;

22 2. The name of the bus driver;

23 3. A copy or summary of the complaint; and
24 25

26 4. Any prior complaints or disciplinary actions taken against the driver.
27

28 Within sixty (60) school days of receiving the initial complaint, the transportation supervisor shall
29 submit a final written report to the director of schools that details the investigation's findings as well as
30 the action taken in response to the complaint.

31 An annual notice of this complaint process shall be provided to parents/[guardians](#) and students. This
32 information shall be made available in the student handbook and on the district website.

33 **RECORDKEEPING⁵**

34 The transportation supervisor shall be responsible for the collection and maintenance of the following
35 records:

- 1 1. Bus maintenance and inspections forms;
- 2
- 3 2. Bus driver credentials, including required background checks, health records, and performance
- 4 reviews;
- 5
- 6 3. Driver training records; and
- 7
- 8 4. Complaints received and any records related to the investigation and complaints.

Legal References

1. TCA 49-6-2109; TRR/MS 0520-01-05
2. TCA 49-6-2116(d)(3)
3. TCA 49-6-~~2116(a)-(e)~~ 208
4. TCA 49-6-~~2116(d)(1)-(2)~~ 2107
5. TCA 49-6-~~2116(d)(5)~~ 2107(e)(1); TCA 49-6-2108
6. TCA 49-6-2116(a)-(c)
7. TCA 49-6-2116(d)(1)-(2)
8. TCA 49-6-2116(d)(5)

Cumberland County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Insurance Management	Descriptor Code: 3.600	Issued Date: 01/26/23
		Rescinds: 3.600	Issued: 08/23/18

1 The insurance program shall provide coverage in a minimum of the following broad categories:

- 2 1. Property: Buildings and contents against fire, extended coverage, vandalism and malicious
3 mischief, boiler and machinery explosion; and vehicles;
- 4 2. Liability: Board members, Director of Schools and employees resulting from discharging their
5 duties, and students participating in work-based learning.¹
- 6 3. Workers' compensation; and
- 7 4. Fidelity: Blanket bond and fiscal agent's bond as required by statute.²

8 The Director of Schools shall continually review the insurance program to ensure that adequate
9 protection is being provided at a reasonable price.

10 **GROUP HEALTH**

11 The Board ~~may~~ shall provide group health insurance for all full-time employees.³ The Director of
12 Schools after consultation with personnel, shall recommend carriers of insurance for programs in
13 which the Board makes partial or full payments. The Board shall approve all insurance carriers.

14 The Director of Schools/designee shall develop procedures to ensure the privacy of HIPPA protected
15 information.⁴

16 **ANNUITIES⁵**

17 Board-approved companies for tax-sheltered annuities shall include all companies presently having
18 contracts with employees.

19 The addition of a company to the list of Board-approved companies shall be considered on written
20 request of agents of the company; and

21 Written request for a change in annuity deductions shall be reported to the payroll office on or before
22 the first day of the month in which such change is to be effective.

Legal References

1. TCA 49-11-902
2. TCA 49-2-102; TCA 8-19-101 *et seq.*
3. TCA 49-2-209
4. 45 CFR § 164.302 *et seq.*
5. TCA 49-2-208

Cross References

Payroll Procedures 2.802
Work-Based Learning 4.211

Cumberland County Board of Education

Monitoring: Review: Annually, in November	Travel	Descriptor Code: 2.8041	Issued Date: 10/23/25
		Rescinds: 2.8041	Issued: 03/21/24

1 Cumberland County Board of Education adopts the following policy in regard to officials and
2 employee travel:

3 **Authorization.** Travel may not be undertaken unless authorized in advance by an employee supervisor.

4 **Mileage Rate:** Mileage for properly authorized travel on official school business shall be reimbursed at
5 the mileage rate that matches state and federal rate per mile.

6 **Meals:** Meals for properly authorized travel on official school business may be reimbursed
7 at a rate up to \$63 per diem of \$68 per day*. Cumberland County Schools will utilize the following meal
expense rate from U.S. General Services Administration (GSA) for breakfast up to \$16.00, lunch up to
8 \$19.00 and dinner up to \$28.00. Employees who do not regularly travel out of county and are
9 away from their official station during normal mealtime shall be reimbursed for breakfast, lunch, and dinner.
Based on current guidelines, Receipts are not required to be submitted, for monitoring purposes for
reimbursement. however, CC Schools request them, to show fiscal responsibility.

10 **Parking Expenses.** Charges for parking expenses incurred for properly authorized travel on official
11 business shall be reimbursed. Receipts are required.

12 **Lodging.** Lodging for properly authorized travel on official school business shall be reimbursed at the
13 actual cost incurred. Lodging may be at or near the site where the conference/training program is being
14 held, at a reasonable cost. Lodging receipts are required and must itemize room charges and taxes by
15 date.

16 **Claims for Reimbursement.** Employees should submit claims for reimbursement for travel expenses no
17 later than thirty (30) days after completion of travel using forms provided by the School Finance
18 Department.

19 No reimbursements shall be given for alcohol.

20 * Per diem is for overnight travel only. Cumberland County will utilize the following meal expense rate from
GSA for day travel only: breakfast up to \$16.00, and lunch up to \$19.00 and dinner up to \$28.

Cumberland County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Extracurricular Activity Drug Testing	Descriptor Code: 6.3071	Issued Date: 02/23/12
		Rescinds:	Issued:

1 Participation in extracurricular activities is a privilege and not a right. Students in grades 7- 12 taking
2 part in these activities will be subject to random drug testing.

3 In order to create a drug-free educational and athletic environment and to limit the potential liability for
4 the schools as a result of injury or health problems arising from substance abuse, the Board authorized
5 drug testing for students who participate in extracurricular activities.

6 Randomly, throughout the school year, mandatory substance screening will be required for students in
7 grades 7-12 who desire to participate in extracurricular activities. The drug testing program is not
8 punitive, but is designed to create a safe, drug-free environment for students involved in extracurricular
9 activities and assist them in getting help when needed.

10 DEFINITION OF TERMS

11 **Extracurricular** is defined as — voluntary; not falling within the scope of regular curriculum and
12 carrying no academic credit. This includes all Cumberland County Schools' athletes, cheerleaders, band
13 members, club members, student council members, etc.

14 **Drugs** — Any substance, including alcohol, considered illegal or controlled by the Food and Drug
15 Administration. Substance abuse may, according to medical research, lead to serious health
16 complications.

17 **Calendar Year** — 365 days from date of positive test result

18 RANDOM DRUG TESTING

19 All students who participate in extracurricular activities shall be subject to random drug testing. All
20 parents/guardians of students who participate in extracurricular activities and the student who voluntarily
21 participates in extracurricular activities shall be required to sign a written consent for random drug testing
22 prior to participation. All signatures must be witnessed by a designated school official and must comply
23 with consent requirements as stated on the consent form. A student who participates in extracurricular
24 activities will not be allowed to participate in any extracurricular activity until the Random Drug Testing
25 Consent Form is signed. The principal may allow a custodial parent/guardian to give permission for
26 testing, if after reasonable attempts, the other parent/guardian is verified to be unavailable to sign the
27 permission form. **If a student who participates in extracurricular activities refuses to be tested at
28 anytime, he/she will be suspended from extracurricular activities for one calendar year.**

1 Random tests shall be unannounced. The cost of the random screening shall be the responsibility of the
2 Board.

3 **RANDOM TEST PROCEDURE**

4 Random drug testing will be conducted not less than two (2) times at various intervals during the calendar
5 year in grades 7-12.

6 Selection of students, who participate in extracurricular activities, for random testing shall be conducted
7 in the following manner:

8 The student number of each student who participates in extracurricular activities shall be placed in a
9 "pool" from which a blind draw will be held. The notification of those students who participate in
10 extracurricular activities, whose numbers were drawn for testing, will be made in person by a school
11 administrator. Those selected for testing will be notified immediately and tested the same day.

12 **TESTING PROCEDURES**

13 Tests will be performed by a certified independent laboratory. Tests for any illegal drug or controlled
14 substance may be included.

15 Specimens will be collected in a manner to ensure student privacy to the greatest extent possible while
16 maintaining the integrity of the testing.

17 The school system shall follow strict procedures regarding the chain of custody and access to the test
18 results. The Medical Review Officer (MRO) of the collection facility will contact a person designated
19 by the director of schools, who will contact parents of a minor student for medication verification. If the
20 student is eighteen (18) years of age, the designee may contact him/her directly. A positive or negative
21 test will then be reported directly to the director of schools. Only the director of schools, the school
22 administration and the collection facility shall have access to test results. The results will be kept until
23 the student graduates. Should the student leave Cumberland County Schools, the records will be kept
24 until the student's projected date of graduation. All records shall be maintained in a secure location with
25 controlled access.

26 **PENALTIES**

27 If a student tests positive, the following action will be taken:

28 **First Offense**

- 29 1. Notify the parent/ guardian.
- 30 2. The principal will conduct a due process hearing with the parent/guardian and the student.
- 31 3. The student will be given the option of:
- 32
- 33
- 34
- 35

1 a. Accepting a referral for participation in an assistance program and taking a drug test, which
2 may be weekly for up to six weeks, as determined by the MRO/family physician. This shall
3 be at the expense of the parent or guardian. If the student continues to test positive beyond
4 the retention time, or at the end of the six weeks time period, it will be considered his/her
5 second offense.

6 OR

7 b. Suspension from participating in extracurricular activities for one calendar year from date of
8 first positive test result.

9 **Second Offense**

- 10 1. Notify parent or guardian; notification of split specimen testing at the parents' expense.
11
12 2. The principal will conduct a due process hearing with the parent/guardian and the student.
13
14 3. Participate in an assistance program and taking a drug test, which may be weekly for up to six
15 weeks, as determined by the MRO/family physician. This shall be at the expense of the parent or
16 guardian. If the student continues to test positive beyond the retention time, or at the end of the
17 six weeks time period, it will be considered his/her third offense.
18
19 4. The student will be referred to the juvenile court system.
20
21 5. The student is suspended from participating in extracurricular activities for one calendar year.

22 **Third Offense**

- 23 1. Notify parent or guardian; notification of split specimen testing at the parents' expense.
24
25 2. A due process hearing will be conducted by the principal with the parent/guardian and the
26 student.
27
28 3. The student will be referred to the juvenile court system.
29
30 4. The student is suspended from participating in extracurricular activities for the remainder of
31 his/her attendance in Cumberland County Schools.

32 *All penalties remain applicable while student is in attendance, regardless of withdrawal and re-
33 admittance into Cumberland County Schools.

**Cumberland County Finance
Summary Financial Statement by Sub-Fund
December 2025**

141 General Purpose School		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenues							
40110	Current Property Tax	1,890,277.00	(1,100,794.77)	58.23%	157,523.08	(513,339.32)	325.88%
40120	Trustee's Collections - Prior Year	52,999.00	(28,430.22)	53.64%	4,416.58	(5,675.79)	128.51%
40130	Cir Clk/Clk & Master Collections-Pr Yr	18,765.00	10,630.20	-56.65%	1,563.75	17,411.91	-1,113.47%
40140	Interest And Penalty	21,342.00	6,720.81	-31.49%	1,778.50	14,334.23	-805.97%
40210	Local Option Sales Tax	16,953,333.00	(7,446,025.17)	43.92%	1,412,777.75	(1,490,147.17)	105.48%
40270	Business Tax	3,561.00	(2,376.14)	66.73%	296.75	(280.25)	94.44%
40275	Mixed Drink Sales	57,360.00	(33,668.62)	58.70%	4,780.00	(10,136.70)	212.06%
43517	Tuition - Other	150,246.00	(89,842.52)	59.80%	12,520.50	(14,069.80)	112.37%
43570	Receipts From Individual Schools	66,000.00	(33,053.03)	50.08%	5,500.00	(12,551.66)	228.21%
43990	Other Charges For Services	15,000.00	(6,136.80)	40.91%	1,250.00	0.00	0.00%
44120	Lease/Rentals/PPP	4,240.00	(10,762.77)	253.84%	353.33	(3,455.19)	977.88%
44145	Sale Of Recycled Materials	2,500.00	(1,478.70)	59.15%	208.33	(338.30)	162.38%
44170	Miscellaneous Refunds	110,000.00	(18,281.47)	16.62%	9,166.67	(6,093.91)	66.48%
44560	Damages Recovered From Individuals	500.00	(1,048.02)	209.60%	41.67	0.00	0.00%
44570	Contributions & Gifts	16,000.00	(12,651.00)	79.07%	1,333.33	(450.00)	33.75%
44990	Other Local Revenues	14,000.00	(7,337.32)	52.41%	1,166.67	(989.66)	84.83%
46510	Tennessee Investment in Student	0.00	(26,790,830.46)	0.00%	0.00	(5,982,034.49)	0.00%
46511	Basic Education Program	51,834,178.00	0.00	0.00%	4,319,514.83	0.00	0.00%
46513	TISA - On-behalf Payments	104,172.89	0.00	0.00%	8,681.07	0.00	0.00%
46515	Early Childhood Education	1,155,840.57	(522,867.68)	45.24%	96,320.05	(124,196.56)	128.94%
46590	Other State Education Funds	1,937,014.81	(1,425,145.23)	73.57%	161,417.90	(59,702.57)	36.99%
46591	Coordinated School Health - ARRA	113,000.00	(41,322.22)	36.57%	9,416.67	(4,676.28)	49.66%
46596	Paid Parental Leave	0.00	(10,282.23)	0.00%	0.00	0.00	0.00%
46610	Career Ladder Program	80,000.00	(36,689.16)	45.86%	6,666.67	0.00	0.00%
46790	Other Vocational	3,000,000.00	(749,287.68)	24.98%	250,000.00	(202,661.32)	81.06%
46851	State Revenue Sharing -T.V.A.	0.00	(221,183.74)	0.00%	0.00	(221,183.74)	0.00%
46990	Other State Revenues	106,000.00	0.00	0.00%	8,833.33	0.00	0.00%
47590	Other Federal Through State	567,000.00	(118,104.30)	20.83%	47,250.00	(22,889.94)	48.44%
48610	Donations	5,960.00	(10,960.00)	183.89%	496.67	(5,000.00)	1,006.71%
48990	Other	0.00	(5,500.00)	0.00%	0.00	0.00	0.00%
49700	Insurance Recovery	0.00	(34,113.28)	0.00%	0.00	(22,412.50)	0.00%
	Total Revenues	78,279,289.27	(38,740,821.52)	49.49%	6,523,274.11	(8,670,539.01)	132.92%
Expenditures							
71100	Regular Instruction Program	(32,604,422.29)	14,635,879.17	44.89%	(2,717,035.19)	2,509,432.09	92.36%
71150	Alternative Instruction Program	(400,742.00)	170,607.64	42.57%	(33,395.17)	32,282.58	96.67%
71200	Special Education Program	(6,259,504.57)	2,692,318.87	43.01%	(521,625.38)	538,400.59	103.22%
71300	Career And Technical Education	(7,168,362.70)	2,907,415.70	40.56%	(597,363.56)	512,478.53	85.79%

**Cumberland County Finance
Summary Financial Statement by Sub-Fund
December 2025**

141 General Purpose School		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
71400	Student Body Education Program	(638,651.00)	361,210.69	56.56%	(53,220.92)	290,095.53	545.08%
72110	Attendance	(248,618.00)	133,921.33	53.87%	(20,718.17)	21,045.36	101.58%
72120	Health Services	(1,000,288.00)	437,880.94	43.78%	(83,357.33)	84,088.18	100.88%
72130	Other Student Support	(1,886,240.00)	852,604.93	45.20%	(157,186.67)	164,325.05	104.54%
72210	Regular Instruction Program	(1,533,428.00)	742,619.40	48.43%	(127,785.67)	95,914.32	75.06%
72220	Special Education Program	(1,240,829.04)	634,104.14	51.10%	(103,402.42)	204,142.92	197.43%
72230	Career And Technical Education	(649,839.00)	271,813.67	41.83%	(54,153.25)	54,970.13	101.51%
72250	Technology	(1,036,671.00)	555,275.26	53.56%	(86,389.25)	67,129.00	77.71%
72310	Board Of Education	(1,135,346.00)	741,792.08	65.34%	(94,612.17)	86,081.45	90.98%
72320	Office Of The Superintendent	(351,726.00)	179,767.33	51.11%	(29,310.50)	26,993.21	92.09%
72410	Office Of The Principal	(5,074,674.00)	2,300,119.38	45.33%	(422,889.50)	464,070.60	109.74%
72510	Fiscal Services	(386,200.00)	148,754.25	38.52%	(32,183.33)	31,667.49	98.40%
72520	Human Services/Personnel	(244,289.00)	127,316.75	52.12%	(20,357.42)	14,307.84	70.28%
72610	Operation Of Plant	(5,846,762.00)	3,165,102.48	54.13%	(487,230.17)	541,544.63	111.15%
72620	Maintenance Of Plant	(2,914,620.41)	1,051,326.12	36.07%	(242,885.03)	126,662.44	52.15%
72710	Transportation	(4,374,709.22)	1,571,593.23	35.92%	(364,559.10)	295,212.55	80.98%
73300	Community Services	(192,861.00)	90,773.36	47.07%	(16,071.75)	17,041.30	106.03%
73400	Early Childhood Education	(1,389,223.00)	569,310.38	40.98%	(115,768.58)	109,898.14	94.93%
76100	Regular Capital Outlay	(771,593.08)	448,120.10	58.08%	(64,299.42)	115,527.13	179.67%
82130	Education	(222,924.00)	18,575.00	8.33%	(18,577.00)	18,575.00	99.99%
82230	Education	(30,132.00)	2,590.00	8.60%	(2,511.00)	2,590.00	103.15%
91300	Education Capital Projects	(3,220,000.00)	892,167.47	27.71%	(268,333.33)	55,992.47	20.87%
	Total Expenditures	(80,822,655.31)	35,702,959.67	44.17%	(6,735,221.28)	6,480,468.53	96.22%
Total	141 General Purpose School	(2,543,366.04)	(3,037,861.85)	-119.44%	(211,947.17)	(2,190,070.48)	-

**Cumberland County, Tennessee
 Local Option Sales Tax Collections
 General Purpose School Fund
 FY 2025-2026**

Month	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Actual	FY 24-25 Actual	FY 25-26 Budget	FY25-26 Actual	Difference
August	\$ 870,571	\$ 1,020,777	\$ 1,166,927	\$ 1,351,767	\$ 1,434,099	\$ 1,459,059	\$ 1,488,240	\$ 1,504,002	\$ 15,762
September	\$ 865,871	\$ 952,467	\$ 1,107,995	\$ 1,364,864	\$ 1,362,368	\$ 1,393,264	\$ 1,421,129	\$ 1,508,525	\$ 87,396
October	\$ 846,819	\$ 919,285	\$ 1,083,881	\$ 1,264,424	\$ 1,298,385	\$ 1,421,924	\$ 1,450,362	\$ 1,480,348	\$ 29,985
November	\$ 859,937	\$ 973,849	\$ 1,106,688	\$ 1,299,471	\$ 1,294,789	\$ 1,364,585	\$ 1,391,877	\$ 1,463,004	\$ 71,127
December	\$ 871,317	\$ 983,974	\$ 1,132,259	\$ 1,289,256	\$ 1,366,010	\$ 1,417,209	\$ 1,445,553	\$ 1,490,147	\$ 44,594
January	\$ 827,204	\$ 977,133	\$ 1,159,721	\$ 1,298,903	\$ 1,314,873	\$ 1,362,837	\$ 1,390,094		
February	\$ 1,057,209	\$ 1,278,153	\$ 1,304,344	\$ 1,471,897	\$ 1,630,073	\$ 1,575,350	\$ 1,606,857		
March	\$ 731,082	\$ 897,298	\$ 965,550	\$ 1,156,878	\$ 1,130,567	\$ 1,155,681	\$ 1,178,795		
April	\$ 710,630	\$ 828,199	\$ 999,451	\$ 1,131,461	\$ 1,187,369	\$ 1,149,333	\$ 1,172,320		
May	\$ 854,049	\$ 1,178,207	\$ 1,264,205	\$ 1,398,362	\$ 1,342,565	\$ 1,423,150	\$ 1,451,612		
June	\$ 828,973	\$ 1,096,183	\$ 1,185,985	\$ 1,309,063	\$ 1,336,725	\$ 1,420,042	\$ 1,448,443		
July Accrual	\$ 947,306	\$ 1,114,903	\$ 1,298,919	\$ 1,399,744	\$ 1,394,836	\$ 1,478,482	\$ 1,508,052		
Total	\$ 10,270,968	\$ 12,220,428	\$ 13,775,928	\$ 15,736,090	\$ 16,092,659	\$ 16,620,915	\$ 16,953,333	\$ 7,446,025	\$ 248,863

Resolution #
Cumberland County, Tennessee
General Program School Fund

WHEREAS the General budget requires revision to record receipt of the funds from the TSIN/Battelle STEM Classroom Award (grant) for North Cumberland Elementary.

THEREFORE, be it resolved, by the Cumberland County Board of Education meeting on this 22nd day of January 2026, and by the Cumberland County Commission meeting on February 17th, 2026, that the following budget amendment be adopted.

General Budget Amendment

Increase Revenue:		
141-48610	Citizen Group Donation	\$5,000.00
Total Increase in Revenue		\$5,000.00
Increase Expenditures:		
141-71100-429	Instructional Supplies	\$5,000.00
Total Increase in Expenditures		\$5,000.00

SPONSORED BY:

APPROVED BY:

BOE Member

Chairman of the Board

ATTEST:

Ayes: ____ Nays: ____ Abstain: ____

Director of School

Sponsor: _____
County Commissioner

Approval: _____
County Commissioner

Attest: _____
County Clerk

Budget Committee Vote

Ayes: ____ Nays: ____ Abstain: ____

Cumberland County, Tennessee

General Purpose School Fund

WHEREAS the ISM State Grant for 2025-2026 required a revision to account for a change in needs.

THEREFORE, be it resolved by the Cumberland County Board of Education meeting on this 22nd day of January 2026, and by the Cumberland County Commission meeting on this 16th day of February 2026, that the following budget be adopted:

Decrease Expenditures:

141-72710-729-BROWN	Transportation Equipment	\$ 19,800.95
141-76100-799-BROWN	Other Capital Outlay	\$ 3,794.50
141-71300-730-COES	Vocational Instruction Equipment	\$ 3,000.00
141-76100-706-GMES	Building Construction	\$ 5,662.30
141-76100-799-GMES	Other Capital Outlay	\$ 1,837.70
141-71300-730-HOME	Vocational Instruction Equipment	\$ 2,000.00
141-71300-730-SMHS	Vocational Instruction Equipment	\$ 5,000.00
141-76100-706-SOUTH	Building Construction	\$ 15,000.00
141-76100-707-SOUTH	Building Improvements	\$ 4,375.00
Total Decrease:		\$ 60,470.45

Increase Expenditures:

141-76100-706-BROWN	Building Construction	\$ 23,595.45
141-71300-429-COES	Instructional Supplies and Materials	\$ 3,000.00
141-76100-707-GMES	Building Improvements	\$ 7,500.00
141-76100-799-HOME	Other Capital Outlay	\$ 2,000.00
141-71300-429-SMHS	Instructional Supplies and Materials	\$ 5,000.00
141-71300-429-SOUTH	Instructional Supplies and Materials	\$ 4,375.00
141-71300-730-SOUTH	Vocational Instruction Equipment	\$ 15,000.00
Total Increase:		\$ 60,470.45

SPONSORED BY:

APPROVED BY:

Chairman of the Board

BOE Member

ATTEST:

Director of Schools

Ayes: _____ Nays: _____ Abstain: _____

Sponsor: _____
County Commissioner

Approval: _____
County Mayor

Attest: _____
County Clerk

Budget Committee Vote: Ayes: _____ Nays: _____ Abstain: _____

Resolution #
Cumberland County, Tennessee
General Program School Fund

WHEREAS the General budget requires revision to reallocate technology funds.

THEREFORE, be it resolved, by the Cumberland County Board of Education meeting on this 22nd day of January 2026, that the following line item budget amendment be adopted.

Line Item General Budget Amendment

Decrease Expenditure

<u>141-72250-350</u>	Internet	\$37,000.00
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Total Decrease in Expenditure		\$37,000.00
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Increase Expenditures:

<u>141-72250-336</u>	Maintenance & Repair service	\$37,000.00
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Total Increase in Expenditures		\$37,000.00
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SPONSORED BY:

APPROVED BY:

BOE Member

Chairman of the Board

ATTEST:

Ayes: ____ Nays: ____ Abstain: ____

Director of School

Resolution #
Cumberland County, Tennessee
General Program School Fund

WHEREAS the General budget requires revision to recognize additional TVA Energy Right Funds.

THEREFORE, be it resolved, by the Cumberland County Board of Education meeting on this 22nd day of January 2026, and by the Cumberland County Commission meeting on February 17, 2026, that the following budget amendment be adopted.

General Budget Amendment

Increase Revenue

<u>141-46851</u>	State Revenue Sharing T.V.A.	\$221,183.74
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Total Increase in Revenue		\$221,183.74
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Increase Expenditures:

<u>141-91300-799</u>	Educational Capital Projects	\$221,183.74
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Total Increase in Expenditures		\$221,183.74
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SPONSORED BY:

APPROVED BY:

BOE Member

Chairman of the Board

ATTEST:

Ayes: ____ Nays: ____ Abstain: ____

Director of School

Sponsor: _____

County Commissioner

Approval: _____

County Mayor

Attest: _____

County Clerk

Budget Committee Vote

Ayes: ____ Nays: ____ Abstain: ____

Amendment # _____
Cumberland County, Tennessee
Federal Program School Fund

WHEREAS, the Perkins Basic Grant required a revision to increase Industry Certifications and reduce Instructional Supplies and Materials.

THEREFORE, be it resolved, by the Cumberland County Board of Education meeting on this 22nd day of January 2026, that the following budget amendment be adopted:

Federal Grant Perkins Basic Budget Amendment

Decrease Expenditures:			
142-801-71300-429	Instructional Supplies and Materials		\$ 10,000.00
	Total Decrease:		\$ 10,000.00

Increase Expenditures:			
142-801-71300-499	Other Supplies and Materials		\$ 10,000.00
	Total Increase:		\$ 10,000.00

SPONSORED BY:

BOE Member

APPROVED BY:

Chairman of the Board

ATTEST:

Director of Schools

Ayes: __ Nays: __ Abstain: _____

Sponsor: _____
County Commissioner

Approval: _____
County Mayor

Attest: _____
County Clerk

Budget Committee Vote: Ayes: _____ Nays: _____ Abstain: _____

Budget Amendment # _____
Cumberland County, Tennessee
Federal Program School Fund

WHEREAS, the Federal Title I Budget required a revision to match TDOE approved line items in ePlan.

THEREFORE, be it resolved, by the Cumberland County Board of Education meeting on this 22nd day of January 2026, that the following budget amendment be adopted:

Federal Title I Budget Amendment

Increase Revenue: 142-101-47141 \$5,798.20

Decrease Expenditures:

Total Decrease in Expenditures \$0.00

Increase Expenditures:

142-101-72130-599	Other Charges	\$1,473.85
142-101-99100-504	Indirect Cost	\$4,324.35

Total Increase in Expenditures \$5,798.20

SPONSORED BY: _____
BOE Member

APPROVED BY: _____
Chairman of the Board

ATTEST: _____
Director of Schools

Ayes: ____ Nays: ____ Abstain: ____

Sponsor: _____
County Commissioner

Approval: _____
County Mayor

Attest: _____
County Clerk

Budget Committee Vote:



Budget Amendment # _____
Cumberland County, Tennessee
Federal Program School Fund

WHEREAS, the Federal Title II Budget required a revision to match TDOE approved line items in ePlan.

THEREFORE, be it resolved, by the Cumberland County Board of Education meeting on this 22nd day of January 2026, that the following budget amendment be adopted:

Federal Title II Budget Amendment

Increase Revenue: 142-201-47189 \$69.00

Decrease Expenditures:

142-201-72210-399 Other Contracted Services \$134,516.98

Total Decrease in Expenditures \$134,516.98

Increase Expenditures:

142-201-71100-195 Certified Substitute Teachers \$1,000.00
142-201-71100-198 Non-Certified Substitute Teachers \$3,000.00
142-201-71100-201 Social Security \$385.00
142-201-72210-524 In-Service / Staff Development \$130,200.98

Total Increase in Expenditures \$134,585.98

SPONSORED BY: _____
BOE Member

APPROVED BY: _____
Chairman of the Board

ATTEST: _____
Director of Schools

Ayes: _____ Nays: _____ Abstain: _____

Sponsor: _____
County Commissioner

Approval: _____
County Mayor

Attest: _____
County Clerk

Budget Committee Vote:
Ayes: _____ Nays: _____ Abstain: _____



Budget Amendment # _____
Cumberland County, Tennessee
Federal Program School Fund

WHEREAS, the Federal Title III Budget required a revision to match TDOE approved line items in ePlan.
THEREFORE, be it resolved, by the Cumberland County Board of Education meeting on this 22nd day
of January 2026, that the following budget amendment be adopted:

Federal Title III Budget Amendment

Increase Revenue: 142-301-47146 \$119.05

Decrease Expenditures:

Total Decrease in Expenditures \$0.00

Increase Expenditures:

142-301-71100-429 Instructional Supplies and Materials \$119.05

Total Increase in Expenditures \$119.05

SPONSORED BY: _____
BOE Member

APPROVED BY: _____
Chairman of the Board

ATTEST: _____
Director of Schools

Ayes: ____ Nays: ____ Abstain: ____

Sponsor: _____
County Commissioner

Approval: _____
County Mayor

Attest: _____
County Clerk



Budget Committee Vote:
Ayes: ____ Nays: ____ Abstain: ____

RESOLUTION # _____

Cumberland County, Tennessee

CENTRAL CAFETERIA FUND



WHEREAS, the Cumberland County Board of Education/School Nutrition Program requests the following budget resolution be approved for additional USDA funds designated to minimize charges incurred for storage and distribution of USDA foods from state-contracted warehouses.

WHEREAS the Departments of Agriculture and Education receive formula-based federal funds for state administrative expenses (SAE), and USDA has a specific list of allowable state-level expenses for which these funds can be used. Included in USDA's definition of "state-level" is the storage/distribution costs paid by SFAs to state-contracted warehouses. The availability of funds will fluctuate each year, and the rebate program may or may not occur in the future depending on funding levels.

THEREFORE, be it resolved that the following budget amendment be approved by the Cumberland County Board of Education meeting this 22nd day of **January 2026** and adopted by the Cumberland County Commission meeting this _____ day of **February 2026**.

INCREASE REVENUES:

143.47114 USDA Other	\$2,920.32
TOTAL INCREASE:	\$2,920.32

INCREASE EXPENDITURES:

143.73100.354 Transportation – USDA Foods/Commodity Delivery	\$2,920.32
TOTAL INCREASE:	\$2,920.32

SPONSORED BY: _____
BOE Member

SPONSORED BY: _____
County Commissioner

APPROVED BY: _____
Chairman of the Board

APPROVED BY: _____
County Mayor

ATTEST: _____
Director of Schools

ATTEST: _____
County Clerk

Ayes: _____ Nays: _____ Abstain: _____

Ayes: _____ Nays: _____ Abstain: _____



To: Eligible School Food Authorities
From: Grant Pulse, Commodity Administrator
Date: December 8, 2025
Subject: Rebate of Costs Paid to State Contracted Warehouses for Storage and Distribution of USDA Foods

Tennessee Department of Agriculture (TDA) is issuing rebates to school food authorities (SFAs) to minimize charges incurred for storage and distribution of USDA foods from state contracted warehouses during the 2025 Federal Fiscal Year.

TDA receives formula based federal funds for state administrative expenses (SAE) and USDA has a specific list of allowable state level expenses for which these funds can be used. Included in USDA's definition of "state level" is the storage/distribution cost paid by SFAs to state contracted warehouses. (USDA won't allow rebates for costs incurred by SFAs who opt out of or bypass state owned or state contracted warehousing.) TDA uses excess SAE funds to reduce SFAs' warehousing costs and make USDA foods more cost effective by issuing rebates. The amount of excess funds available for rebates will fluctuate each year and the rebate program may or may not occur in the future depending on funding levels. However, if previous years' funding levels continue, SFAs will receive another rebate next fall to minimize costs incurred during the 2025 Federal Fiscal Year.

- The rebate will be processed by TDA and received by the SFA via the payment method used by Tennessee Department of Education's School Nutrition Program.
- As of the date of the rebate, the SFA must be a participant in the National School Lunch Program and currently eligible for USDA foods.
- TDA calculates each SFA's fair share of available funds using Education's year-end report of total lunches. Documentation of the number of lunches and actual warehouse costs used to calculate the rebate is on file in the Commodity Distribution Office.
- The SFA must deposit this rebate of storage and distribution fees into the nonprofit school food service account, as required by USDA. Per the Department of Education, the SFA should use 10.555 as the CFDA number, record the rebate as revenue (47114), and use a cost center for it.

If you have any questions, please contact Grace Powers at grace.pcwers@tn.gov or at (615) 837-5332.

The Board of Education met in a work session on 11-20-25. Chairman VanWinkle called the meeting to order at approximately 4:01 pm with a moment of silence followed by the Pledge of Allegiance.

PRESENT:

Stull

Nichols

VanWinkle

King

Matthews

Cole

Farley

ABSENT:

Hale

Stout

Davis

McKinstry Presentation Summary

The presentation by McKinstry focuses on an integrated facility assessment and strategic facility planning for the district, extending their prior work at Pleasant Hill Elementary to all district facilities.

Acknowledgments and Team Introduction

- The presenter (Dylan) thanked the board, Dr. Farley, and all district staff (principals, janitorial staff) for being welcoming and allowing them to conduct the work.
- The McKinstry team includes Dylan (presenter), Riley Brand (Lead Building Engineer, handling assessments), and Chris Smith (Regional Director, supporting back-end work). Paul MacNaughton (Professional Engineer) was unable to attend.

Key Findings from Facility Assessment (Facility Feud)

The presentation opened with a "Facility Feud" to preview the data:

Category	Board Prediction	Assessment Result
Top Cost-Driving Building Systems	HVAC, Electric, Fire Alarm, Plumbing, Roofing	1. HVAC (greatest need) 2. Roofing 3. Plumbing 4. Interior Finishes 5. Electrical/Sports Lighting
Schools with Greatest Projected 10-Year Need (by dollar volume)	Homestead, Martin, CCHS	1. Frank B. Brown 2. Crab Orchard 3. Pleasant Hill 4. North Cumberland 5. Homestead (<i>Others include Martin, Stone Memorial, CCHS</i>)

- **HVAC Fact:** Over 1,300 unique HVAC units were inventoried, and 80% of them will need replacement in the next 10 years.
- **Stone Memorial:** Despite being the newest building (approx. 20 years old), its internal systems are beginning to reach the end of their lifecycle, contributing to high projected costs.
- **Aesthetics:** The presenter noted that the buildings are in aesthetically good condition due to the excellent work of the janitorial and maintenance staff. The high needs are primarily for hidden systems (HVAC, electrical, plumbing).

Strategic Facility Planning & Data

Why the Work Matters

The ultimate goal is to connect facilities planning to the district's mission of educating students and changing lives. Better data leads to better decisions, which ultimately supports better student outcomes.

The Continuous Improvement Model

The work is a process, not a one-time event:

1. **Establish Facility Baseline** (Current phase: Data collected).
2. **Prioritize Capital Projects** (Using data for decision-making).
3. **Assign Funding** (Internal and external funding based on criticality).
4. **Identify Delivery Models** (Deciding whether to outsource or self-perform work).
5. **Pre-Construction & Execute Work.**
6. **Continuous Improvement** (The process is cyclical).

Facility Condition Index (FCI)

- The FCI is the 10-year capital need divided by the total estimated cost of the building.
- Overall, the schools are in "fair" condition.
- The Central Services Annex has a high FCI (0.35), indicating a significant need for replacement/upgrades, which is consistent with the historical focus on investing available funds in student-serving buildings.

Projected 10-Year Need

- The total projected capital need for the next 10 years is approximately \$52 million, averaging about \$5 million per year.
- The goal is to "flatten the curve" of this cost, as current projections show peaks and valleys (e.g., \$12 million in year 9), which is financially infeasible.
- The Big Three: Over the next 10 years, 60% of the projected capital expenditure will come from CCHS, Stone Memorial, and Glen Martin.

Critical Assets & Subsystem Breakdown

- **Immediate Need:** There are 85 assets in the system identified in red that need to be replaced in the next year.
- **Subsystems:** Within the 3-year need, HVAC is the highest priority for deferred capital maintenance.
- **Roofing** is relatively low in the 3-year need, indicating the district has done a good job maintaining/recapitalizing roofs, but this need will jump in the 10-year projection as roofs age.

Subsystem Breakdown and Next Steps

The presentation shifted from discussing the building conditions to outlining the specific strategies and next steps for the district to manage the identified capital needs.

Recommended Approaches: Bridging the Gap

The team defined the difference between Capital Renewal (replacement of failed assets) and Investment (strategic use of capital to improve efficiency and conditions).

- **Gap:** The current state is heavily focused on Capital Renewal, driven by reactive replacement of failed assets. The goal is to shift towards proactive, condition-based replacement and strategic investment.
- **Target:** The McKinstry team emphasized moving from Reactive Maintenance (fixing things when they break) to a Predictive Maintenance approach, which includes:
 - Optimizing energy efficiency.
 - Reducing utility costs.
 - Extending the life of existing assets.
 - Driving a more sustainable facilities program.

The Three A's of Facility Planning

The recommended long-term strategic plan is based on three core components:

1. **Analyze:** Use the established baseline data (the assessment) to make informed decisions.
 - This includes implementing a Capital Improvement Plan (CIP) to better manage the peaks and valleys in the budget projections.
2. **Act:** Execute prioritized projects using various funding and delivery models.
 - This is the decision-making component—choosing the *what* and *how* to fund the projects.
3. **Achieve:** The overall goal is to drive continuous improvement and optimize building performance for the long term.

Capital Improvement Plan (CIP)

- The goal of the CIP is to stabilize and flatten the projected 52\$ million in capital costs over 10 years, making the spending predictable and feasible.
- The McKinstry team will provide a draft CIP in December, which will include detailed project descriptions and associated costs.
- The CIP will help the district transition from "catching up" on deferred maintenance to "getting ahead" with planned capital replacement.

Delivery Options: How to Get the Work Done

The team introduced various project delivery methods, focusing on finding the best fit for each type of project:

Delivery Method	Description	Example Projects
Internal Resources (Self-Perform)	Using district maintenance staff for in-house execution.	Small, non-complex projects (e.g., changing filters, small repairs).
Traditional Design-Bid-Build	Standard public bidding process (most common).	Simple, well-defined scope (e.g., roof replacement).
Energy Services Performance Contracting (ESPC)	Contracts that guarantee energy savings to fund facility upgrades.	Projects focused on energy efficiency (e.g., HVAC upgrades, lighting retrofits).

Construction Manager at Risk (CMAR)	Hiring a construction manager early to manage risk and provide cost certainty.	Large, complex renovations/major system replacements.
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- **Key takeaway:** The district should use the new data to choose the *right* delivery model for the *right* project to maximize value and efficiency.

Next Steps: The Road Ahead

1. **Finalize the Facility Assessment:** McKinstry is finalizing the data, including photography, and will deliver the full technical assessment report to the district.
2. **Capital Planning Workshops:** The team will begin working with the district's leadership to build out the full 10-year Capital Improvement Plan.
3. **Individual Board Sessions (December):** Scheduled one-on-one sessions for deeper dives into specific data points and rabbit holes.

McKinstry Presentation Summary (Part 3: Detailed Costs and Mitigation Strategy)

This section of the presentation provided a deeper dive into the specific asset classes driving the long-term costs and outlined the concrete steps the district will take to mitigate these expenses and stabilize the budget.

 **Detailed 10-Year Cost Drivers**

The presenter (Riley) detailed why specific schools and systems show major projected costs in the 3-year and 10-year forecasts:

School/System	Cost Driver & Rationale	Mitigation Strategy
Stone Memorial	3-Year Cost: Driven by approximately 20-year-old HVAC assets (rooftop units) reaching the end of life. 10-Year Cost: Jump due to multiple roof sections that will need recapitalization (replacement).	System retro-commissioning (detailed below) can help push the recapitalization timeline "to the right" (wait longer).

CCHS	Aging water source heat pumps in individual classrooms. Replacing them individually is inefficient; waiting too long risks a "tidal wave" of simultaneous failures 5-10 years down the road.	Proactive replacement planning and system retro-commissioning to maintain current efficiency and extend life.
Glenn Martin / Crab Orchard	10-Year Cost Jump: While these schools have newer HVAC infrastructure (replaced in the late 2010s), the current asset lifespan trajectory means these units will need recapitalization near years 8, 9, and 10 of the 10-year plan, driving up the long-term cost dramatically.	—
Overall	A large amount of HVAC deferred maintenance is driving the massive \$17.1 million jump in the 10-year projection.	—

Bridging the Gap: Moving from Reactive to Proactive

The team emphasized that the goal is to use the data to stabilize capital budget costs and improve district operations.

Current Status (Integrated Facility Assessment Complete):

- Asset inventories are established.
- A feedback loop system is set up for district staff (Kim and Miss Kingington) to make changes to the data.
- Initial capital expenditure costs have been determined.
- Individual building assessments are available.

Desired Outcomes (Improved District Operations):

- Capital budget consistency (flattening the curve).
- Reduced emergency repairs and associated costs.
- Efficient delivery and prioritization of projects.

The Action Plan (Getting to the Target State):

1. **Asset-Specific Preventive Maintenance Schedule:**
 - Currently being built out with Miss Kingington.
 - The schedule will focus on critical assets across every building, tailored to the available internal maintenance resources.
 - This is the first step toward extending asset life and reducing emergency failures.

2. Target High-Value, High-Priority Projects:

- Focus on projects that deliver the greatest return in three areas:
 - Impact on the learning environment.
 - Greatest financial return (e.g., energy savings).
 - Reducing operational burden on the internal maintenance team.

Maintenance Strategy

This segment spoke on the strategic plan by detailing the remaining two steps in the action plan, addressing the critical role of maintenance, and setting the context for future financial discussions.

Completing the 4-Point Action Plan

The presenter finished outlining the four core components necessary to bridge the gap between the current state and the desired state of stable, proactive facility management:

Step	Focus	Benefit
3. Align Projects with Funding and Delivery	Selecting the most appropriate funding mechanism (internal, bonds, ESPC, etc.) and project delivery method (Design-Bid-Build, CMAR, etc.).	Speeds up the execution of necessary work and maximizes budget efficiency.
4. Flexible Plan and Visualization Tool	Implementing a continuous, iterative planning system backed by a clear visualization tool.	Streamlines project delivery, achieves greater budget consistency, and provides transparent decision-making by focusing resources where they are most needed.

Deep Dive into Preventive Maintenance (PM)

The team stressed that maintenance is a crucial, ongoing element that extends beyond just capital planning.

- **Ideal Maintenance Standard:** McKinstry has provided an industry-standard library of ideal preventive and corrective maintenance tasks for all mechanical, electrical, and plumbing (MEP) assets inventoried.
- **Workload Benchmark:** By calculating the total required hours for this ideal maintenance across all assets, the district can establish a benchmark for the necessary workload.

- **Key Recommendations for Maintenance Operations:**
 1. Standardize and Clearly Communicate preventive maintenance delegation between the custodial staff and the maintenance department.
 2. Implement the Full PM Plan that was already presented to the maintenance department.
 3. Optimize Staffing and Required Hours to ensure the team can handle the necessary maintenance load effectively.

Financial Context

The presenter established a crucial context for upcoming financial discussions:

- The work done to date is a "snapshot" in time.
- The projected costs and needs will only hold true "if we do nothing else" to proactively manage the assets.
- The facility assessment is the "beginning" of a long-term process, setting the stage for subsequent capital investment and mitigation strategies.

Mitigating Costs: The Path to Predictable Spending

This portion of discussion focused on McKinstry's projected financial model showing how proactive measures can significantly reduce the long-term capital need and stabilize the budget.

Projected Savings and Stabilization

- **Current State (Do Nothing):** \$52 million projected need over 10 years, characterized by "lumpy" (unpredictable) spending.
- **Proactive State (Implement Strategies):** The projection can be stabilized to a more consistent \$46.5 million over 10 years.
- **The Delta:** The \$6 million reduction effectively buys the district an extra year and a half of capital funding or provides the budget for a major singular project.

The Three Strategies for Cost Mitigation

Chris (Regional Director) detailed the three specific recommendations that contribute to flattening the spending curve and achieving the \$46.5 million goal:

1. **Implement a Preventative Maintenance (PM) Program:**
 - **Mechanism:** Focusing on simple, routine maintenance (e.g., ensuring correct belt tension on HVAC units).

- **Benefit:** Extends the useful life of assets, causing them to fail later (e.g., year 12 instead of year 7), which shifts major costs out of the current 10-year window (to years 11, 12, 13).
2. **Focus on System Retro-Commissioning:**
 - **Mechanism:** Performing a "tune-up" or refurbishment on existing systems, focusing on repairing small issues (e.g., fixing a failed damper actuator) that cause stress on major components (like a motor).
 - **Benefit:** Reduces stress on motors and other expensive parts, preventing premature failure and reducing overall expenditures within the 10-year period.
 3. **Bundle Projects for Efficiency (Economies of Scale):**
 - **Mechanism:** Proactively moving up projects (e.g., from year 9 to year 8) so that multiple similar replacements (like three HVAC units) can be bundled together.
 - **Benefit:** Reduces the unit cost (e.g., from \$100,000 per unit to \$80,000 per unit) and gains construction management efficiencies.

Key Takeaways for the District

The presentation concluded with three core messages for the board:

1. **Understand the Current State:** The district has a clear picture of its facility needs.
2. **Be Optimistic:** The \$52 million need is a large number, but it is "not insurmountable" and aligns with current funding levels if the strategies are implemented.
3. **Prioritize Action:** To achieve the savings and stability, the district must:
 - Prioritize deferred maintenance.
 - Implement a preventative maintenance plan.
 - Develop roadmaps to achieve project efficiencies.

Next Steps

This part of the presentation focused on the immediate next steps, the ongoing partnership, and a critical discussion about the district's staffing capacity to support the new facility strategy.

The Path Forward

The presenter outlined the immediate implementation steps for the strategic facility planning process:

1. **Systematic PM Rollout:** The preventive maintenance (PM) plan is already developed and has been shared with the leadership team. The next phase is determining how to systematically roll it out across the district.

2. **Strategic Project Prioritization:** In upcoming planning sessions, the team will prioritize projects based on what is important to the board and their constituents.
3. **Implementation and Funding:** Following prioritization, the team will determine the best methods for project implementation and securing necessary funding.

Ongoing Partnership and Communication

The McKinstry team emphasized that their work is continuous, not a one-time assessment:

- **December Meetings:** Individual sessions will be held with board members for deep-dive discussions.
- **Principal Briefings:** The same presentation and discussion will be held with school principals to ensure they understand the assets in their buildings and are aligned with facility decisions.
- **Quarterly Updates (Starting Q1):** The team will provide the first quarterly asset update to track work completed (e.g., electrical work at Glen Martin has already been accounted for in the system).
- **Duration:** McKinstry is committed to partnering with the district through 2027 to iterate and implement the plan, stressing that the goal is to see tangible impact.
- **Mission:** The work remains grounded in the belief that better data drives better decisions, leading to better student outcomes.

Staffing and PM Capacity

The session concluded with a direct question from a board member regarding the adequacy of the current maintenance staff:

Topic	Presenter's Response (Dylan)
Current Staffing Capacity for PM	The ideal PM program requires a significant commitment (estimated average of 2,600 hours per person annually). The current staff is largely focused on HVAC, but other tasks are diverting their attention.
Need for More Staff	Direct Answer: The district probably needs to have a conversation about bringing more people on to support the full PM program. McKinstry noted that finding good talent is a widespread issue across the nation.

Upskilling Custodial Staff	Partial Feasibility: It is possible to train <i>some</i> current maintenance/custodial staff to handle PM tasks. However, a lot of the critical work (like HVAC PM) involves safety risks, such as climbing ladders and working on roofs, meaning that not all existing personnel may be able to perform the full range of required tasks.
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This section of the discussion clarified budget figures, the functionality of the new data tool, and solidified the schedule for the next phase of planning.

Budget Clarifications (Inflation)

A board member asked if the projected dollar amounts were in today's dollars. The team clarified:

- **Correction:** The dollar amounts (52\$ million and the proactive 46.5\$ million) are NOT in today's dollars.
- **Inflation Included:** The numbers are already inflated using a projected year-over-year rate (specifically, 3% inflation was used in the model shown).
- **Browser Tool:** The web-based "Reveal" tool allows district staff to adjust the inflation rate and discount rate in real-time for budgeting flexibility, unlike the static report.

Project Tracking and the Reveal Tool

- **Accounting for Ongoing Projects:** The team confirmed that ongoing projects, such as the Glen Martin electrical work, were inventoried while in progress.
 - The Glen Martin electrical project was kept in individual reports for visual context, but the overall capital planning numbers have already been updated and reduced to reflect that the work is completed.
- **Tracking Progress:** The Reveal tool will automatically track and display changes to the Facilities Condition Index (FCI) over time as projects are completed, providing a transparent way to confirm that capital spending is reducing the overall need in the 10-year window.

Scheduling the Next Phase

The dates for the upcoming, in-depth strategic sessions were finalized:

Date	Time	Activity	Attendees
Mon, Dec 15	1:00 PM – 4:00 PM	One-on-One Sessions	Board Members
Tue, Dec 16	8:00 AM – 10:30 AM	One-on-One Sessions	Board Members
Dec 15–17	(Varies)	One-on-One Meetings	School Principals
Wed, Dec 17	11:00 AM – 1:00 PM	Facility Tour	Board and McKinstry Team

- **Tour Location:** The team is likely leaning toward touring Stone Memorial, given the surprising projected high need due to its aging HVAC units and impending roof replacements.
- **Preparation:** Board members were asked to submit their individual questions via email to Dr. Farley beforehand. The questions will be compiled and sent to McKinstry so the team can prepare detailed answers and data for the one-on-one sessions.

Conclusion and Board Feedback

- **Appreciation:** The McKinstry team was thanked for clarifying that the high facility need is due to aging machinery, not poor work by the maintenance staff, which the board highly values.
- **Impact:** Board members expressed excitement that the assessment provides a "focused approach versus fighting fires," which will save money by allowing the district to avoid expensive emergency repairs and rush orders.

Budget Discussion and Planning Updates

The next agenda topic covered the transition to formal budget planning, the introduction of the new Finance Director, and scheduling for key upcoming meetings.

1. Maintenance and Capital Schedules (Follow-up)

- The discussion on Maintenance and Capital Schedules was brief because the extensive McKinstry presentation immediately preceding this topic provided the necessary data.
- The speaker suggested that the board should now review the McKinstry data and use the December one-on-one sessions to solidify their preferred direction and strategies for maintenance and capital spending.
- The existing maintenance rotation schedule, which was previously deemed ineffective, is now considered a moot point because the new McKinstry data provides a far more beneficial and accurate foundation for planning.

2. Introduction of New Finance Director

- Sonya Delk was officially introduced as the new Finance Director, having started the previous Monday.
- She was previously the bookkeeper for the nutrition program and stayed on briefly to complete their audit.
- Dr. Farley praised her immediate enthusiasm and performance.
- Ms. Delk will be observing Ms. Bray at the podium during the current meeting and will be gradually integrated into presenting, with a possible debut at the January board meeting.

3. Budget Planning Calendar

A budget plan and calendar were presented to ensure the district meets the state's deadlines:

- The budget plan will be formally discussed and voted on during the December meeting to ensure it is in place by the January 1st deadline.
- The final budget is targeted for approval by the board on April 23rd.
- The approved budget must be submitted to the County Commission by April 27th, which is just ahead of the critical May 1st state deadline. Farley stressed the importance of hitting these dates, as the district has struggled to meet the May 1st deadline in recent years.

- **January Preparation:** Board members were advised to prepare for discussions on salary scale and insurance benefits in January.
- **Work Sessions:** Ms. Delk, Ms. Bray, and Dr. Farley will work on different options for the budget. The initial budget documents, including projected increases, will be distributed to the board by the day after the work session (around the 13th).
- **Input:** Budget sheets are being gathered from principals and individual departments.

4. Bus Driver Input

- A proposal was made to invite bus drivers to speak during a portion of the January work session.
- The invitation stemmed from a bus driver asking why they hadn't been asked for input on route and scheduling issues.
- The timing will be scheduled slightly later in the session (after 4:00 PM) to ensure drivers have completed their afternoon routes. The goal is to allow them to share their comments and thoughts in a public forum.

5. Director of Schools (DOS) Evaluation

- The evaluation document has been reviewed by the board, and feedback has been given.
- The document is considered nearly complete and is slated to be a voting item at the upcoming regular meeting.

The discussion confirmed the final steps and timeline for approving and integrating the new DOS evaluation tool.

Approval and Final Document

- **Approval Vote:** The board will vote on the document at the December 4th meeting. The vote will be a simple "yes" or "no" on whether to approve the document for use as the DOS's evaluation tool.
- **Document Status:** The current working copy contains strike-throughs and red ink (indicating proposed changes), but the final version presented for the vote will be cleaned up, primarily showing black ink.
- **DOS Comfort:** Dr. Farley confirmed that she is comfortable with the document in its entirety (the 18-page document) as it is currently written.

Clarification on Board Chair Meetings

A specific section regarding meetings between the DOS and the Board Chair was discussed and clarified:

Original Clause Issue	Board/DOS Clarification	Resulting Action
"should schedule no less than two hours per month"	Dr. Farley questioned the mandatory "two hours," as some monthly planning might not require that much time.	The "two hours" requirement will be removed (stricken through).
Focus on Scheduling:	The clause will simply require the DOS to schedule a meeting each month with the Board Chair.	The existing scheduled monthly meetings (starting in January through June) already satisfy this requirement.

- **72-Hour Notice:** The 72-hour notice requirement mentioned relates to notifying all board members of the meeting, which the DOS confirmed would not be an issue given their established Monday meeting schedule.

Contract Amendment Timeline

- **Required Action:** Once the evaluation tool is approved, the board must go back and look at the DOS's contract to review the evaluation piece that was previously left out because a tool did not exist.
- **Target Timing:** The DOS requested that this contract review and amendment be placed on the January meeting agenda for resolution.
- **Long-Term Goal:** The standard practice in most districts is to review the evaluation tool and contract annually in December. The board agreed to aim for approval in January this year and then move the review back to December for all future years.

Strategic Plan Update

The discussion focused on updating the district's strategic plan goals based on the recent retreat discussions, particularly integrating the major priority of middle school facilities.

Integration of Middle School Planning

- **New Priority:** Dr. Farley acknowledged a significant area of focus—planning for middle schools—was initially missing from the draft plan, a point brought up during the convention.
- **Update:** An action step and a **** performance metric**** related to middle schools were quickly added and updated in the agenda document before it was published.

- **Current Status:** The new middle school goal is currently "broad" but is now included to reflect the board's major current initiative.

Timeline and Approval

- **Next Step:** The board is expected to vote on the Strategic Plan at the December meeting.
- **Goal:** If approved, the plan will be fully formalized, allowing the group to begin measuring progress toward the established goals.
- **Board Consensus:** The plan appears acceptable to the board, though one member raised a question regarding safety and security.

The concern is that the safety and security goals might not be detailed enough, particularly regarding financial planning.

Current Strategic Goal Components	Board Member Concern	Clarification/Response
Action Steps: Safety training and safety plans.	Does this give us enough detail for budget planning (capital planning)?	The goal's performance metric is: "Based on availability of funding and recommendations from Homeland Security, strive to update two buildings annually."
Confidentiality:	The priority list developed with Homeland Security recommendations cannot be shared publicly.	The goal is tied to the availability of state safety funds and relies on an internal priority list to guide spending. The language was deemed sufficient to set clear direction while remaining sensitive to security needs.

- **Consensus:** The board ultimately agreed that the existing language was sufficient to guide planning and budgeting for safety improvements.

The strategic plan is now ready to be put to a vote.

Middle School Committee Update

The update on the Middle School Committee focused on the progress made using the CE Matrix.

- **Progress:** The committee met and successfully went through and scored the first two sections of the CE Matrix as a group.
- **Next Step:** Dr. Farley's leadership team is scheduled to meet next Tuesday (1:00 PM – 4:00 PM) to complete the scoring of the remaining two sections.
- **Follow-up:** The committee will reconvene after the leadership team finishes the scoring to review the results and determine the next steps.
- **Overall Assessment:** The update suggested the initial scoring process "went pretty well" with good understanding and support.
- **Timeline:** The final scores are expected to be compiled by the time of the upcoming board meeting.

Regular Meeting Items

The discussion briefly covered items slated for the regular meeting agenda:

- **Minutes for Approval:** No concerns were raised.
- **Budget Amendments:** The board noted that all current budget amendments appear to be related to grants and are being handled according to required procedures.
- **Financial Report:** No questions were raised regarding the financial report.

Financial and Capital Update

Miss Bray and Miss Delk presented the financial status, which showed a strong revenue stream but a minor year-to-date deficit due to recent project completion and acceleration.

Financial Report Highlights

Metric	Amount	Status
Year-to-Date Revenue	\$22,828,312	Strong performance.

Year-to-Date Deficit	Approx. \$1.5 million	Manageable, given the number of projects recently paid off and completed.
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- **Project Payments:** The deficit reflects the completion and payoff of the North fire alarm system project.
- **Ongoing Projects:** The district is moving rapidly, initiating purchases for several projects:
 - Moving on to the CCHS fire alarm system.
 - Purchasing product for the electrical work at Martin.

Sales Tax and Revenue

- **Positive Trend:** Sales tax receipts are running ahead for the year.
- **Latest Receipt:** The September cash register receipts totaled \$1,333,142.
- **Outlook:** The speaker encouraged continued local spending, noting that the district is entering the high-revenue season.
- **Suggestion:** A board member jokingly suggested putting "Buy Local" signs on the school buses.

Capital Project Update

- **Martin Project Start Date:** The contractor (R&R Paving) plans to start the Martin project next Tuesday, assuming no further delays.
- **Capital List:** The capital list will be updated and attached to the board's Monday email.
- **Track and Field:** The track and field project is scheduled to be worked on in the spring to align with better weather conditions.

Fundraiser Requests

- The board was presented with fundraiser requests for approval. These typically cover school-wide or online crowdfunding efforts.
- No immediate questions were raised about the requests.

Policies Up for First Reading

The board addressed several policies scheduled for first reading, which are part of the planned monthly review cycle.

General Policy Review

- **Schedule:** The policies for November are primarily from Section 4 of the policy manual, aligning with the district's annual review schedule.
- **Building and Grounds:** The policy on Building and Grounds was included because it was updated following discussions at the board retreat.

- **Supervisor Input:** Supervisors and principals have reviewed the policies within their domains, but not all policies have suggested changes (which is why some policies are missing from the current list).

Specific Policy Questions and Action Items

Policy Number(s)	Topic	Issue/Concern	Resolution/Action
4.403 & 4.406	Library Materials and Internet Usage	A Board member noted these were on the original list but omitted here. 4.403 (Library) related to parental consent for students (e.g., 6th graders) to access books above their age range.	Action (4.403): Dr. Farley believes this can be handled procedurally, not necessarily through policy. She will meet with school librarians on December 12th to discuss adding 6th graders to the Young Adult section with parental consent, especially if their reading level warrants it.
4.406 (Internet Usage)	Teachers are frustrated by previously used instructional websites being blocked this year (due to the state's age-appropriateness law). They are receiving "flat no" responses when asking for unblocking.	Action (4.406): Dr. Farley will investigate and address the communication breakdown. The goal is to establish a clearer review process (perhaps a panel) for teachers to request access, rather than receiving flat refusals.	

4.503 (Travel Policy)	Travel Policy Revision	The Comptroller requires two specific additions for clarity: 1. Per diem is for overnight travel only. 2. Adding state-standardized meal rates for day trips (Breakfast up to \$16, Lunch up to \$19). Receipts are required due to federal/state monitoring of grants.	Concern: A board member questioned why the school policy must differ from the County's policy (which does not require receipts). Resolution: The team will check with the board attorney to see if a caveat can be added to the policy stating that receipts are only required when travel is funded by federal money (e.g., Perkins grants).
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Student Drug Testing Policy (Policy 4.201)

The most extensive discussion revolved around the student drug testing policy, which was left unresolved from a prior meeting.

- **Context:** The policy was last implemented about three years ago, though it remains on the books. It was previously suspended primarily due to the expense (\$25 per student).
- **Current Status:** The policy mandates random drug testing for students involved in any extracurricular activity (including FCCLA, chess, student council).
- **Previous Practice:** The district used to test 100 kids in the fall and 100 in the spring (10% of total extracurricular participants).
- **The Issue:** The policy is currently outdated, and the current Director of Nursing (Ms Polson) is asking for guidance on how the board wants to proceed, especially regarding the cost and the fact that few positive results were previously found (typically 1-2 students per season referred to TAD for counseling).
- **Board Discussion Points:**
 - **Purpose:** Is the test still necessary to discourage drug use and promote involvement?
 - **Legality/Liability:** The board questioned the legal requirements and civil liability, suggesting the board attorney be consulted.
 - **TSBA Recommendation:** Check with the TSBA for any model policies or recommendations, as the current policy is not a TSSAA requirement.
 - **Proposed Change:** A past discussion to reduce the testing rate from 10% to 2% (or 5%) was mentioned to save costs, but no action was taken.
- **Action:** Dr. Farley agreed to contact the board attorney and TSBA to get recommendations on the legal requirements and best practices for the student drug testing policy before the next meeting.

The board concluded its discussion on the student drug testing policy by emphasizing the need to focus resources on targeted testing rather than random testing.

- **Testing on Suspicion:** The question was raised whether a student suspected of being under the influence of drugs can currently be tested, even if the random testing policy is not actively enforced.
- **Focus on 'For Cause' Testing:** The consensus among the board members was that "For Cause" or suspicion-based testing would be a better and more efficient use of funds than the current policy's mandate for random testing of students participating in any extracurricular activity (including student council or chess club).
- **Recommendation:** The board members agreed that the policy should be revised to ensure the district has the ability to test students *anytime* suspicion warrants it, and that random testing of all extracurricular participants is likely a waste of money.

Policy 4.201: Class Size Ratio and TISA Accountability

The board discussed modifying Policy 4.201 to set a higher standard for class size management, particularly in the critical K-3 grades, aligning with accountability measures.

Proposed Policy Change: Lowering Class Sizes (K-3)

- **Current State Law:** Requires an average class size of 20 and a maximum of 25 for grades K-3.
- **Proposed Policy:** The change aims to reduce the overall average class size to below 18 and maintain a maximum of 20 or less in each K-3 class.
- **Impact:** A presentation (PowerPoint) showed that adopting this standard would require adding approximately six teachers district-wide, or eight teachers if federal class size reduction funding were unavailable next year.

Accountability and Annual Review

- **Purpose:** The primary goal of this policy is to ensure the board annually reviews and makes a dedicated decision on whether they are appropriately supporting the K-3 unit based on proficiency scores and benchmark testing requirements.
- **Waiver Provision:** The policy would include a provision allowing Dr. Farley to request a waiver if necessary, citing reasons such as insufficient facilities or if current student proficiency levels already meet requirements without the reduction.

- **Effective Date:** If the board passes the policy next month, it would be set to go into effect for the next school year (to allow Dr. Farley to plan and budget for the necessary teacher additions).

Technical Policy Edits

Two specific technical edits were noted that must be fixed before the vote:

1. **Grade Level Range:** In the policy language, the grade level reference needs to be changed from "nine" to "seven" to ensure grades 7 through 12 are correctly included.
2. **Cluster Average:** The recommended cluster average should be changed from "15" to "18" to align the policy text with the math presented in the supporting data showing the required teacher additions.

Nutrition Program Audit and Meal Price Increase

This discussion centered on the highly successful audit of the district's Nutrition Program and the single mandatory finding that requires a change in adult meal pricing.

Audit Success

- **Performance:** The Nutrition Program, led by Ms Hamby, received high praise from the state auditors.
- **Meticulous Bookkeeping:** Auditors commended the bookkeeping for its meticulous nature.
- **School Visits:** Auditors visited Stone Elementary, Stone Memorial, and Brown Elementary. They were so impressed that they took pictures of the operations to share as examples with other school districts.
- **Audit Schedule:** Audits are typically conducted every five years, but due to COVID-19, this audit was seven years after the last scheduled one.

Required Meal Price Increase (Adults)

- **The Finding:** The *only* finding from the audit was the need to increase the meal price for adults.
- **Reason:** Cumberland County Schools have not raised the adult meal price since 2018.
- **Mandate:** This increase is not voluntary; it is mandatory based on a formula used by the auditors. Ms Hamby would not have proposed the increase otherwise.

- **New Price:** The board was presented with the formula and the resulting price, which they will have to vote on. The request is for the increase to go into effect on January 1st.
 - The new price of \$6.25 (up from the current price, which was not explicitly stated but implied to be lower) was noted as still being a "really good price for lunch."
- **Employee Feedback:** Board members acknowledged that employees would likely not be happy with the increase, but recognized that the district has no choice.
- **Vote Required:** The increase requires a vote by the board (it is not a purely procedural or administrative change).
- **Communication:** If the increase is approved on December 4th, the district will immediately communicate the change to the community using:
 - **Parent Square**
 - **Verbal and Written announcements**
 - **Website and Facebook page**
- **Justification:** The communication will explain *why* the price has gone up, clarifying that the increase is mandated by the state audit and not an internal decision. A board member suggested attaching the relevant audit letter to the communication for transparency.

Milk Dispensing Equipment Grant

The board discussed a significant grant opportunity for new milk dispensing equipment, which will impact CCHS and the district's nutrition program.

- **Item:** Approval is needed for a grant to acquire new milk dispensing equipment for CCHS (Cumberland County High School).
- **Cost to District:** \$0 (No cost to the district).
- **Value:** The equipment is valued at \$28,000.
- **Grant Provider:** The equipment is being provided by The Dairy Alliance, who reached out to the district with the offer.
- **Purpose:** This equipment will replace the existing, aging dispensers at CCHS that were originally provided by Mayfield. The dispensing machines offer students choices like white or chocolate milk using real glasses, similar to a restaurant drink machine.
- **Benefit: Increased Consumption and Cost Savings:**
 - Dispensing bulk milk is cheaper than purchasing individual cartons because the district avoids the cost of the cartons themselves.
 - The system leads to less waste (less milk is thrown away).

- Because the milk is cheaper, the district offers unlimited free refills, which helps increase consumption, especially among students like high school football players.
- **Action Required:** The board is required to vote to approve and accept the grant because it represents external funding.

Remaining Discussion and Adjournment

The final portion of the meeting addressed standard administrative items on the Consent Agenda and included an in-depth discussion on substitute teacher recruitment.

Consent Agenda Items

- **Surplus Inventory and Other Items (8H to 8M):** The items on the Consent Agenda (including surplus inventory and the substitute list) were described as "regular stuff that we typically see" and were approved for the upcoming meeting vote.
- **No Concerns:** No specific questions or concerns were raised about the standard Consent Agenda items.

Discussion: Substitute Shortage and Compensation (Item 8M)

The board discussed the continuing challenge of filling the substitute teacher pool.

- **Training & Recruitment Efforts:** Recruitment efforts are ongoing, with training sessions held monthly.
 - The latest training (on a recent Tuesday snow day) invited 23 people, but only 11 attended and completed the necessary paperwork.
 - The district typically invites over 20 people each month but sees fewer than 15 show up.
- **Contracting Substitutes:** A board member raised the possibility of contracting out substitute services through specialized companies (a model discussed at the TSBA convention).
 - **Financial Model:** The companies reportedly charge a service fee, estimated at around 10% to 15% of what the district currently spends on subs. These companies handle payroll and benefits.
 - **Current District Sub Rates (Upper Cumberland Comparison):**
 - Certified Teacher: \$85/day

- Non-Certified/Classified Sub: \$75/day (The budget line for classified subs is \$60,000.)
- Retired Teacher: \$100/day
- The district believes its current rates are "about middle of the road" compared to other Upper Cumberland districts.
- **Action:** The new Finance Director, Ms. Delk, has been tasked with analyzing the substitute budget line to determine the necessary increase needed if the district were to raise current sub pay rates.
- **Next Steps:** The full comparison of substitute pay rates across the 16 Upper Cumberland districts will be shared with the board in January during the budget discussions.

Media Questions and Adjournment

- **Media Check:** The floor was opened for questions from the media, but there were none.

With no further discussion on the agenda, the meeting was adjourned at approximately 5:50 pm.

Board of Education
December 4, 2025 6:00 PM
Central Services Board Room

The Cumberland County Board of Education met in a regular session on Thursday Dec 4th 2025, in the Central Services Board Room, where the meeting was called to order by Chairman of the Board at the approximate hour of 6:00 pm.

BOARD MEMBERS:

Mr. Travis Cole: Present
Mr. Nick Davis: Absent
Ms. Anita Hale: Absent
Mr. Chris King: Present
Mr. Jon Matthews: Present
Ms. Sheri Nichols: Present
Ms. Shannon Stout: Absent
Ms. Elizabeth Stull: Present
Mr. Scott VanWinkle: Present

1. Call to Order

Scott VanWinkle: This meeting is called to order.

2. Moment of Silence/Pledge of Allegiance

-Martin Elementary
Natalia Jaimes-Leon
Jose Luis-Jaimes Leon

Scott VanWinkle: Next is the moment of silence and pledge of allegiance.

(All observe a moment of silence)

Scott VanWinkle: Thank you.

Rebecca Farley: At this time, if we could have Natalia Jaimes-Leon and Jose Luis Jaimes-Leon, to come to the front from Martin Elementary and lead us in the pledge.

(Natalia and Jose lead the pledge)

28 3. Welcome to Visitors/Acknowledgement of Elected Officials
29

30 Scott VanWinkle: At this time, I'd like to welcome all of our visitors tonight. Thank you for
31 coming out and acknowledge our elected officials that are here tonight. Ms. Karen Shanks,
32 Ms. Sue York, Mr. Tom Isham and Mr. Terry Lowe. Thank you for being here tonight.

33 4. Special Recognition
34

35 Student Representatives
36 CCHS-Abigail Lowe
37 Phoenix-Falon Lambert
38 SMHS-Hayley George
39

40 Scott VanWinkle: I'd also like to recognize our student representative that's here tonight. Ms.
41 Falon Lambert. Thank you for being here.

42 5. Roll Call
43

44 Scott VanWinkle: Madam Secretary, roll call please.
45

46 Diane McCartney: Ms. Stull?
47

48 Elizabeth Stull: Here.
49

50 Diane McCartney: Ms. Nichols?
51

52 Elizabeth Stull: Here.
53

54 Diane McCartney: Ms. Hale?
55

56 (Silence)
57

58 Diane McCartney: Ms. Stout?
59

60 (Silence)
61

62 Diane McCartney: Mr. Davis?
63

64 (Silence)
65

66 Diane McCartney: Mr. King?
67

68 Chris King: Here.
69

70 Diane McCartney: Mr. Matthews?
71

72 Jon Matthews: Here.
73

74 Diane McCartney: Mr. Cole?
75

76 Travis Cole: Here.

77
78 Diane McCartney: Mr. VanWinkle?
79

80 Scott VanWinkle: Here.
81

82 Diane McCartney: Let the record show Hale, Stout and Davis are absent from the meeting.

83 6. Declaration of Conflict
84

85 Rebecca Farley: At this time, we'll do the declaration of conflict board members if you have
86 per Tennessee code annotate 4 9 2 2 0 2. Board of Education members who have relatives
87 per the statue relatives mean spouse, parent, parent in-law, child, son-in-law, daughter-in-law,
88 grandparent, grandchild, brother, sister, uncle, aunt, nephew, niece, or any person who
89 resides in the same household as you employed by the system are asked to raise your hands
90 to identify yourself.
91

92 (Cole, King, Matthews and VanWinkle raise their hands)
93

94 Rebecca Farley: Do you certify that the votes you make tonight will be in the best interest of
95 the school system regardless of the effect that your vote may have upon the employment of
96 your relative or relatives?
97

98 Travis Cole: Yes.
99

100 Chris King: Yes.
101

102 Jon Matthews: Yes.
103

104 Scott VanWinkle: Yes.
105

106 Rebecca Farley: Let the record show Mr. Cole, Mr. Matthews, Mr. King and Mr. Vanwinkle
107 raise their hand.

108 7. *Approval of Minutes
109

110 10-9-25 Work Session
111 10-23-25 Board Meeting
112 10-27-25 Board Retreat
113 10-27-25 Special Called Meeting
114 11-6-25 Middle School Committee Meeting
115

116 (Exhibit #1)
117

118 Scott VanWinkle: The next item is approval of minutes.
119

120 Travis Cole: Mr. Chairman, I move to approve the minutes listed as written.
121

122 Chris King: Second.
123

124 Scott VanWinkle: Been a motion to second. Any discussion?
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Travis Cole: No, sir.

Scott VanWinkle: Okay. All those in favor say aye.

All Board Members: Aye.

Scott VanWinkle: All opposed, nay?

(Silence)

Scott VanWinkle: Ayes have it.

Motion to Approve 10-9-25 Work Session, 10-23-25 Board Meeting, 10-27-25 Board Retreat,
10-27-25 Special Called Meeting, 11-6-25 Middle School Committee Meeting Minutes.

VOICE VOTE: (mover-yes) Cole

(seconder-yes) King

Yes: 6, No: 0

MOTION: Motion Carried

8. *Approval of Agenda

(Exhibit #2)

Scott VanWinkle: Next is the approval of agenda. I would like to make a motion to amend the agenda tonight due to the weather circumstances we're about to experience. I'd like to make a motion to include community comments, the director's report, the financials, and the consent agenda, and postpone everything else until January.

Travis Cole: I'll second that.

Scott VanWinkle: Motion and a second. Any discussion?

Travis Cole: None from me.

Sheri Nichols: No.

Chris King: Good Idea.

Scott VanWinkle: Yes we did. We'll, go ahead and all in favor say aye.

All Board Members: Aye.

Scott VanWinkle: All opposed?

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(Silence)

Scott VanWinkle: Okay.

Jon Matthews: That won't effect, the only thing I've seen on there was the acceptance of the dairy alliance grant. That won't effect timeline of that will it?

Scott VanWinkle: On the director's report I think Jon.

Jon Matthews: Okay.

Motion to approve the agenda modified to include community comments, the director's report, the financials, and the consent agenda, and postpone everything else until January.

VOICE (mover-yes) VanWinkle
VOTE:

(seconder-yes) Cole

Yes: 6, No: 0

MOTION: Motion Carried

9. Community Comments

Scott VanWinkle: So that brings us to community comments. So we have tonight, Ms. Julia Timson.

Name: Julia Timson
Address: 6960 South York Highway, Clarkrange, Tennessee
Subject: Teacher pay and retention

Scott VanWinkle: No other public comments tonight.

10. Open Meetings

11. Board Member(s) Report from Training(s)

12. Legal Report

13. *DOS Evaluation

(Exhibit #3)

14. Director's Report

(Exhibit #4)

198
199 Scott VanWinkle: So that brings us to the director's report.

200 14.A. *Strategic Plan

201
202 Rebecca Farley: So the first item on here is the strategic plan. We have revised that. We
203 have cut that down. We now have the goals on there. This was shared at the work session
204 two weeks ago at this point, and we've updated the suggestions. If you all are good with
205 this, I would ask, it is a voting item. I would ask that you vote on it and we can get it
206 printed and then go from there as to carrying out our action steps and performance
207 metrics.

208
209 Elizabeth Stull: Move to approve.

210
211 Sheri Nichols: I'll second it.

212
213 Scott VanWinkle: Been a motion and a second to approve the strategic plan. Ms. Stull any
214 discussion?

215
216 Elizabeth Stull: No, we did a pretty good discussion already on all of it.

217
218 Scott VanWinkle: There are a couple of points that I would like to make if there's no other
219 discussion.

220
221 Chris King: I have one.

222
223 Scott VanWinkle: Okay, go ahead. Mr. King.

224
225 Chris King: Several places we have the word strive to. I like to remove those.

226
227 Rebecca Farley: OK.

228
229 Chris King: I think we're always going to be striving.

230
231 Rebecca Farley: OK.

232
233 Chris King: We should just do it.

234
235 Rebecca Farley: Take care of that.

236
237 Chris King: Okay.

238
239 Sheri Nichols: Yeah, that's good.

240
241 Scott VanWinkle: The things that I had looking at, looking at the minutes from the retreat is
242 we talked about having a K-2 focus and that's not included in the current plan. So I feel
243 like we should have that in there from the retreat. Also, the ACT improve score focus was
244 discussed as a goal versus the 1% improvement of, and I think in the retreat minutes it
245 actually talks about we're already at 99% and it's a mandatory requirement for them to
246 take the test.

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Rebecca Farley: You're talking about participation rate?

Scott VanWinkle: Yes.

Rebecca Farley: Not score. Okay.

Scott VanWinkle: And I think that's still may have been a copy and paste, I don't know, but it's still in the strategic plan. But I think that needs to be the focus on the ACT. And then we also talked about substitute availability improvements in our teacher recruitment and retainment. And that's not showing in there at this point. I don't think so. Then I also wanted to ask if we should include something in there about the bus driver conversations. We've been having transportation in our strategic plan as well. Doesn't have to be in there. Now of course that's a green living document that we can modify at any time. But I'm okay with approval with the addition of the K-2 focus, the ACT and the substitute availability improvements. So I would move to amend the motion to add those three items

Rebecca Farley: And I will remove where it says, strive to.

Scott VanWinkle: Just need a second.

Chris King: Second.

Sheri Nichols: It's good.

Scott VanWinkle: There's a motion and a second to amend the motion to include K-2 focus on proficiency improvement, ACT improved score focus and substitute availability. Any other discussion on that?

Chris King: And remove the strive tos.

Scott VanWinkle: And remove the strive to. There discussion?

(Silence)

Scott VanWinkle: Okay, I'll take a vote. All in favor?

All Board Members: Aye.

Scott VanWinkle: All opposed, say nay.

(Silence)

Scott VanWinkle: The ayes have it.

Motion to approve Strategic Plan with changes to include K-2 focus on proficiency improvement, ACT improved score focus, substitute availability and remove "strive to" statements.

VOICE VOTE: (mover-yes) Stull

(seconder-yes) Nichols

Yes: 6, No: 0

MOTION: Motion Carried

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14.B. *Acceptance of Dairy Alliance Grant

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Rebecca Farley: Next. What we're asking for is for you all to accept the Dairy Alliance grant. As Ms. Hamby told us in the work session, this is at no cost to us and we're just asking to receive what they're giving us. But it does require you all to vote on it.

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Chris King: Mr. Chair, move to approve.

302

303

Travis Cole: Second.

304

305

Scott VanWinkle: A motion and a second to approve. Agenda item for the Dairy Alliance. Any discussion?

306

307

308

Sheri Nichols: No.

309

310

Scott VanWinkle: Okay. This is financial.

311

312

(Audio)

313

314

Scott VanWinkle: We'll need a roll call please.

315

316

Diane McCartney: Mr. Cole?

317

318

Travis Cole: Yes.

319

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Diane McCartney: Mr. King?

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322

Chris King: Yes.

323

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Diane McCartney: Mr. Matthews?

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326

Jon Matthews: Yes.

327

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Diane McCartney: Ms. Nichols?

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Sheri Nichols: Yes.

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Diane McCartney: Ms. Stull?

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Elizabeth Stull: Yes.

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Diane McCartney: Mr. VanWinkle?

Scott VanWinkle: Yes.

Diane McCartney: Yeses have it.

Motion to approve Dairy Alliance Grant

VOICE VOTE: (mover-yes) King

(seconder-yes) Cole

Yes: 6, No: 0

MOTION: Motion Carried

14.C. *Adult Meal Price Increase

Rebecca Farley: The next item that's on there does require you to vote as well as we shared in the work session. Our food service did have their annual audit. The only thing that the audit did find was that our adult meal prices are too low. And they showed us how we needed to figure that. And Ms. Hamby and her staff has done that. And we are asking that you all vote to approve these adult meal prices and that that would be able to go into effect January. When we return from the break.

Sheri Nichols: I'll move to approve.

Jon Matthews: I'll second.

Scott VanWinkle: Been a motion and a second to approve the adult meal price increase. Any discussion?

Sheri Nichols: No.

Chris King: One quick thing, instead of odd, cents \$5.16 and \$3.39, can we just round it to the next ten. Make it five so we don't have to deal with the change. \$3.40. Since they're doing away with the penny.

Sheri Nichols: They have.

Rebecca Farley: So Mr. King, the recommendation is to increase the school staff lunch price from \$3.50 to \$5.25. It's not highlighted. And then to increase the visitor's lunch price from \$4.05 to \$6.25.

Sheri Nichols: Oh I see it.

Rebecca Farley: And then the visitor holiday lunch price from \$7.50 to \$8.

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Chris King: So it is rounded?

Rebecca Farley: It is. So what those odd sense that is the formula for how they arrived and why it is the odd sense that it is the odd amount.

Chris King: OK.

Rebecca Farley: So we are going to round numbers.

Chris King: Withdraw the proviso. Withdraw the proviso.

Rebecca Farley: Okay.

Scott VanWinkle: Any other discussion?

(Silence)

Scott VanWinkle: We'll need a roll call please.

Diane McCartney: Mr. King?

Chris King: Yes.

Diane McCartney: Mr. Matthews?

Jon Matthews: Yes.

Diane McCartney: Ms. Nichols?

Sheri Nichols: Yes.

Diane McCartney: Ms. Stull?

Elizabeth Stull: Yes.

Diane McCartney: Mr. Cole?

Travis Cole: Yes.

Diane McCartney: Mr. VanWinkle?

Scott VanWinkle: Yes.

Diane McCartney: Yeses have it.

Motion to approve Adult Meal Price Increase.

VOICE (mover-yes) Nichols
VOTE:

(seconder-yes) Matthews

Yes: 6, No: 0

MOTION: Motion Carried

421

422 14.D. CCSNP Annual Report

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Rebecca Farley: So next on here is just their annual report. And again, that was shared with you at the work session.

426

14.E. Budget Plan

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Rebecca Farley: Our budget plan. We're kind of working on that each month. And we briefly, we do need to probably approve this item because this is part of your planning calendar. And this says that we will have this approved by January the first. This is our budget plan for the 26-27 school year, when we're going to do what and all of those items. And we have met the deadline of the December 1st, the principals and got their budget prep sheets. And on December the fourth, the calendar I think, which is tonight is being distributed to you all. So, so far we've got two items that we are checking off our box.

436

Sheri Nichols: Whoohoo.

437

438

439

440

441

Rebecca Farley: And with this, we should be able to have our budget approved and to the county commission well before, not well before, but a few days before the May 1st deadline. So I think we.

442

Chris King: Mr. Chairman?

443

444

Scott VanWinkle: Yes sir.

445

446

Chris King: Move to approve the budget plan.

447

448

Travis Cole: Second.

449

450

Scott VanWinkle: Motion, and second to approve the budget plan. Any discussion?

451

452

Travis Cole: No sir.

453

454

Scott VanWinkle: All in favor of the budget plan, say aye.

455

456

All Board Members: Aye.

457

458

Scott VanWinkle: All opposed, say nay.

459

460 (Silence)

461

462 Scott VanWinkle: The ayes have it.

463

Motion to approve Budget Plan.

VOICE VOTE: (mover-yes) King

(seconder-yes) Cole

Yes: 6, No: 0

MOTION: Motion Carried

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14.F. Monthly Leadership Update

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Rebecca Farley: So next is my leadership update this is just to let you know what I've been doing, where I've been going, all of the things. At this meeting, I have finished my 120 day transition plan. I have spent a day in each school, met with numerous staff, got to talk to several of them. I've completed a round of communications with everybody. The temperature checks were sent out. I do have that information. I'm going to share it with the board and I will share that publicly with everybody next month. So I have completed the transition plan that I told you all when I interviewed for the job that I would complete.

Sheri Nichols: Awesome.

Elizabeth Stull: Thank you.

Sheri Nichols: Good job. Yes.

Rebecca Farley: You're welcome.

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14.G. Annual Planning Calendar

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Rebecca Farley: Next is our planning calendar. So December, we are in budget prep calendar. We have sent that out. working currently on the student activity fund audit. We have distributed the budget request to the staff. We're still waiting to be able to share with the public our school system report card information. And we need to look at moving this December, the first report, because that December, the first report is the first time you can work on that report. It's not due until February. So that's a little misleading. But we have started that. And the accountability would be the presentation that I will do next month for us. And it goes along with the school system report card information. So that's where we are in the planning calendar. Questions on any of that?

Sheri Nichols: No.

495 14.H. FYI

496 Rebecca Farley: The next information that we do have is just your FYI information.

497
498 14.H.1. Attendance Report

499 14.H.2. Personnel Report

500
501 Rebecca Farley: But at this time I'm going to do this just a little bit different under this
502 falls our personnel report. And we have a principal that we'll be retiring at the end of
503 this semester. And I just think that we need to make her come out and be recognized.
504 She's worked with our system for 30 years. So Ms. Buckner, I know you're out in the
505 hall. Could you please come in?

506
507 (Applause)

508
509 Rebecca Farley: So she didn't know that this was going to happen.

510
511 Sheri Nichols: She wouldn't have showed up.

512
513 (Laughter)

514
515 Sheri Nichols: I know you.

516
517 Rebecca Farley: So she did come to the principal's meeting today. We had to move
518 that up. And so she came to the principal's meeting today and this was her last
519 meeting. And she told me that when she left and I asked her if she was going to be
520 here tonight and she told me no. But we do appreciate you and all you've done.

521
522 Sheri Nichols: Amen!

523
524 Rebecca Farley: We know you've worked at multiple schools and we hate to see you
525 leave and the love for your community and your kiddos. So we wish you the best.
526 Thank you.

527
528 Sheri Nichols: Thank you.

529
530 (Applause)

531 14.H.3. Substitute List

532
533 Rebecca Farley: We did have another substitute training. We invited 20 something
534 and you can see how many showed up. We're still working on that.

535 14.H.4. School News Articles

536 14.H.5. School Calendar of Events

537 15. *First Reading of Policies

538
539 (Exhibit #5)

540 16. *Second Reading of Policies

541 (Exhibit #6)

543 17. *First and Second Reading Policies

544 (Exhibit #7)

546 18. Chief Financial Officer's Report

547 (Exhibit #8)

549 Scott VanWinkle: All right. So that brings us to the next agenda item financials.

551 18.A. Monthly Financial Report

552 Kim Bray: So nothing's changed really since the work session. Our revenues for the month
553 were \$22,828,312. Our expenditures exceeded our revenues by about 1.5 million
554 \$24,414,469. Like I said, we had some projects that we finished up. We finished up the
555 fire alarm systems at North. In progress on the fire alarm system at CCHS. And we are in
556 progress with the electrical system at Martin Elementary. So that's some big projects that
557 we've already got in the mix and actually have paid.
558

559 18.B. Monthly Sales Tax Report

560 Kim Bray: Next thing would be the sales tax. It is trending in the right direction. Everybody
561 keep their fingers crossed. We're \$133,000 ahead of budget already and hopefully it won't
562 turn back around the other way. Like I say by local.
563

564 Sheri Nichols: Amen.
565

566 18.C. *141 Budget Amendments

567 Kim Bray: Got a few budget amendments here. Sorry. I have Dr. Farley's crud. The first
568 one is our healthy students stronger learners. This is a stipend or a fund they called an
569 honorarium that Ms. Polson received for some surveys that we filled out. So basically
570 we're putting this in the budget so that it can go towards our professional development.
571 The second one is just a budget amendment for our high ISM state grant. They're just
572 moving some funds around so that they can be better utilized.
573

574 Chris King: Mr. Chairman?

575 Scott VanWinkle: Yes sir.
576

577 Chris King: Move to approve both items in 141.
578

579 Travis Cole: Second.
580

581 Scott VanWinkle: Motion and a second to approve budget items in the 141 Line. Any
582 discussion?
583
584
585

586 Travis Cole: No Sir.

587

588 Scott VanWinkle: Alright, Madam Secretary, roll call please.

589

590 Diane McCartney: Mr. King?

591

592 Chris King: Yes.

593

594 Diane McCartney: Mr. Matthews?

595

596 Jon Matthews: Yes.

597

598 Diane McCartney: Ms. Nichols?

599

600 Sheri Nichols: Yes.

601

602 Diane McCartney: Ms. Stull?

603

604 Elizabeth Stull: Yes.

605

606 Diane McCartney: Mr. Cole?

607

608 Travis Cole: Yes.

609

610 Diane McCartney: Mr. VanWinkle?

611

612 Scott VanWinkle: Yes.

613

614 Diane McCartney: Yeses have it.

615

Motion to approve 141 Budget Amendments.

VOICE VOTE: (mover-yes) King

(seconder-yes) Cole

Yes: 6, No: 0

MOTION: Motion Carried

616

617 18.D. *143 Budget Amendments

618

619 Kim Bray: The 143 budget amendment. I believe it's an additional funds that we received.
620 Purchase equipment. I think this will go towards a new freezer and walk-in cooler at North,
621 in North Elementary.

622

623 Travis Cole: Mr. Chairman, I'll move to approve.

624

625 Chris King: Second.
626
627 Scott VanWinkle: Motion and a second to approve budget line items 143. Any discussion?
628
629 Travis Cole: No sir.
630
631 Scott VanWinkle: Ms. Secretary? Roll call.
632
633 Diane McCartney: Ms. Nichols.
634
635 Sheri Nichols: Yes.
636
637 Diane McCartney: Ms. Stull?
638
639 Elizabeth Stull: Yes.
640
641 Diane McCartney: Mr. Cole?
642
643 Travis Cole: Yes.
644
645 Diane McCartney: Mr. King?
646
647 Chris King: Yes.
648
649 Diane McCartney: Mr. Matthews?
650
651 Jon Matthews: Yes.
652
653 Diane McCartney: Mr. VanWinkle?
654
655 Scott VanWinkle: Yes.
656
657 Kim Bray: And the final item I have for you, the fund balance at the end of October is
658 \$9,892,248. Any questions?
659
660 (Silence)
661
662 Kim Bray: I'm going down the mountain.
663
664 Sheri Nichols: Thank you. Be safe.
665
Motion to approve 143 Budget Amendments.

VOICE VOTE: (mover-yes) Cole

(seconder-yes) King

Yes: 6, No: 0

MOTION: Motion Carried

666

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19. *Consent Agenda

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(Exhibit #9)

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Scott VanWinkle: That brings us to the consent.

671

672

Chris King: Mr. Chair? Move to approve the consent agenda.

673

674

Travis Cole: Second.

675

676

Scott VanWinkle: Motion and a second to approve the consent agenda. Any discussion?

677

678

Chris King: No discussion.

679

680

Scott VanWinkle: All in favor of approving the consent agenda. Say aye.

681

682

All Board Members: Aye.

683

684

Scott VanWinkle: All opposed, say nay.

685

686

(Silence)

687

688

Scott VanWinkle: The ayes have it.

689

690

Motion to approve Consent Agenda.

VOICE VOTE: (mover-yes) King

(seconder-yes) Cole

Yes: 6, No: 0

MOTION: Motion Carried

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19.A. School Board Reports

693

19.A.1. TLN Report

694

19.B. *Approval of Overnight and Out of State Field Trips

695

19.C. *Approval of Contracts

696

19.D. *School Wide Fundraisers

697

19.E. *Approval of Disposal of Surplus Property

698 19.F. *Executive Approval

699 20. Questions from Media

700

701 Scott VanWinkle: Any other business to discuss this evening?

702

703 Chris King: Questions from the media.

704

705 Scott VanWinkle: Questions from the media?

706

707 (Silence)

708 21. Adjournment

709

710 Scott VanWinkle: Meeting is adjourned.

711

712 (Meeting Adjourned at approximately 6:24 pm)

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Rebecca Farley
Director of Schools

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Scott VanWinkle
Chairperson of the Board

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Comment I, Jason McGhee hereby certify that I reported the foregoing minutes and that I delivered said minutes to the office of the Director of Schools on Dec 5th 2025.

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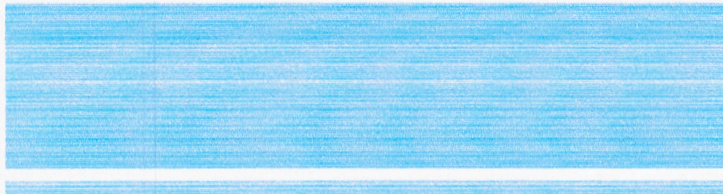
733

Jason McGhee
Board of Education Recorder

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735

(*) Indicates Board Approval Required



Cumberland County Board of Education

368 Fourth Street, Crossville, TN 38555

Section 1

Due to the fact that these additions, remodels or construction projects when completed become the sole responsibility and liability of Cumberland County Schools, all projects must be reviewed by the Building and Grounds committee and approved by the full Board of Education

Date 1 - 5 - 2026

School Name Stone Elementary

Project Name Sound System in the Gym

Project Description New sound system for the gym ... wiring, speakers, microphones, mixer

Estimated Value _____

Funding Source Donations for the Sound System

Section 2

Plans, designs, installation information and process for funding must be submitted to the Maintenance Department for review. These documents must include Fire Marshall, Codes Inspectors, Playground Inspectors and Insurance approval as needed.

Approved by:

Director of Maintenance _____

_____ Fire Marshall _____ Code Inspectors

_____ Playground Inspectors _____ Insurance Approval

Director of Schools _____

Building and Grounds Committee _____

Board of Education Approval Date _____

Broadway Sound

Proposal

6923 Maynardville Hwy -Suite 152 - Knoxville, TN 37918 - Phone 865.637.1644 - www.broadwaysound.net

TN Contractor License 00043052
Date: 12/15/2025

Name Stone Memorial Elementary School

Contact Name

Address 1219 Cook Rd

City Crossville, TN 38555, USA

Phone **Valid for: 30 days**

Email janice.honeycutt@ccschools.k12tn.net

Please feel free to contact Scott Hodges@ 865-310-6967 or scott@broadwaysound.net

Comments or Special Instructions:

SCHOOL MUST SUPPLY 2 PERSON LIFT FOR INSTALLATION

Quantity	Description	Price Each	Total
3	LD Systems ICOA 12 Passive Coaxial Speaker - Black	379.99	\$1,139.97
3	ICOA 12 UB Universal Mounting Bracket	99.99	\$299.97
1	Crown XLi 2500 750-watt 2-channel Power Amplifier	695.00	\$695.00
1	Soundcraft Ui16 16-channel Remote-controlled Digital Mixer	639.00	\$639.00
1	Pheynx PTU-7000-2H2B Quad UHF Wireless Mic System	425.00	\$425.00
1	12U Universal Steel Rack, w/ Mesh Doors	400.00	\$400.00
1	Estimated Installation Materials	350.00	\$350.00
	Installation Labor		\$1,250.00
		Total	\$5,198.94

Thank you for the opportunity to submit this proposal for your consideration!

Cost of labor and materials could vary based on structure. Any changes of proposed job by the customer may result in a change in the total amount due. A 50% deposit is required upon acceptance of this quote.

Mail deposit to address on proposal - credit card payments include a 1.5% fee.

Information contained in this document is proprietary intended exclusively for the above client and may not be shared with any third party without the prior written permission of Broadway Sound LLC.

In the event that any obligations imposed upon Broadway Sound LLC and the Entity that is subject to this Proposal become the subject of litigation and a court enters judgments in favor of Broadway Sound LLC with respect to any portion of any cause of action before the court, the Entity shall be responsible for all costs and fees incurred by Broadway Sound LLC in the enforcement of claims arising from this Proposal, such amounts including, but not being limited, to reasonable attorney fees of litigation expense and court costs.



Broadway Sound LLC and Entity subject to this Proposal agree that under no circumstances will Broadway Sound LLC be liable to Entity for attorney fees or litigation expenses, excepting court costs.

Signature to accept this proposal _____

Search...
ACOUSTIC BAY
Close

Login / Signup 1
My account Cart

My cart

Product	Quantity	Total
 ACOUSTICBAY High End Stadium-Quality PA Kit - 4 Speakers \$5,725.00	<input type="text" value="1"/> - 1 + Remove	\$5,725.00
 Estimate shipping ▼		
Total		\$5,725.00
Order instructions ▼		

Taxes and shipping calculated at checkout

Checkout

🔒 100% Secure Payments



Recently viewed

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QUOTATION


Billing Address
 PO Box 880
 Hewitt, TX 76643
 Phone: 888-256-4112
 Fax: 254-698-2037

Bill to:
 Janie Honeycutt
 368 4th Street Crossville,
 Tennessee, 38555
 United States

Ship to:
 Janie Honeycutt
 368 4th Street Crossville,
 Tennessee, 38555
 United States

Quote Proposal Q10.119351
Date of Proposal Dec 15, 2025
Proposal valid until Jan 13, 2026 (29 days)

Shipping Method
Quote Shipping Proposal Fixed Shipping - \$525.00

Image	Product name	SKU	QTY	Price	Subtotal
	Community R.5COAX99B 12" 2-Way Full-Range Weather-Resistant Coaxial Loudspeaker 90° x 90° Dispersion - Black	COMM-R.5COAX99B	3	\$1,299.00	\$3,897.00
	Crest Audio Pro-LITE 5.0 2-Channel Power Amplifier	CREST-03602140	1	\$1,199.00	\$1,199.00
	Soundcraft Ui16 Tablet/PC/Smartphone Controlled Digital Mixer with Wi-Fi	SC-5056219	1	\$625.00	\$625.00
	JY Sound S1623 Wireless Handheld Microphone Kit	JYSND-S1623	1	\$499.00	\$499.00
	Gator GRW2018508 18U 21" Deep Sectional Wall Rack with Steel Door	GATOR-GRW2018508	1	\$899.00	\$899.00

Sales Engineer's Notes:

Janie,

Please see the requested equipment below, configured for school gym audio applications, with educational pricing applied.

Community R.5COAX99B 12" 2-Way Full-Range Weather-Resistant Coaxial Loudspeaker, 90° x 90° Dispersion – Black (Qty 3)
 Crest Audio Pro-LITE 5.0 2-Channel Power Amplifier (Qty 1)
 Soundcraft Ui16 Tablet/PC/Smartphone-Controlled Digital Mixer with Built-In Wi-Fi (Qty 1)

This system is well-suited for school gymnasiums, providing clear speech and music reinforcement for assemblies, announcements, and school events, with simple control from a tablet or smartphone.

Subtotal	\$7,119.00
Shipping & Handling *	\$525.00
*Shipping cost are subject to change	
Grand Total (Excl. Tax)	\$7,644.00
Tax	\$0.00
Grand Total (Incl. Tax)	\$7,644.00

February 2026



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6 Popcorn Concessions	7
8	9	10	11	12	13 *****Candy Grams on Sale \$1*****	14
15	16 Teacher In-Service No Students	17	18	19	20 Concessions	21
22	23	24	25	26	27 Concessions	28

Frank P. Brown Elementary

BES January 2026 Newsletter

BizTown was an amazing experience for fifth graders to take on roles as citizens in a mini-city to learn about how a town is run.



Brown Elementary PTO sponsored a Family Movie with Santa Night on December 12. The Grinch even made an appearance. Pictures by Say Queso Photography were priceless.



FRANK P. BROWN ELEMENTARY SCHOOL



Brown Elementary kindergarten classes read "Balloons Over Broadway", learning about the Macy's Thanksgiving Day Parade tradition. They designed and made their own balloons, then went on a parade throughout the school.

The Brown Elementary Christmas Program was held on December 18. Classes and the BES Band performed traditional and contemporary holiday songs.



Brown Elementary Beta Club (above left) took part in the State Junior Beta Convention at the Gaylord Opryland in Nashville, while BES FFA Horse Judging team (above right) competed at MTSU.



Brown Elementary families enjoyed a Thanksgiving meal together in November.



BES sixth graders constructed LEGO robotic vehicles and held a competition in Brad Houston's STEM class.



Fifth graders made butter and ice cream in Agriculture Class with Cindy Kemmer.



Eighth graders learned about careers at TCAT.



Frank P. Brown Elementary School

3766 Dunbar Road
Crossville, Tennessee 38572
Phone (931) 788-2248
Fax (931) 788-2554

January 2026

Dr. Farley and the Cumberland County Board of Education:

Brown Elementary requests the following CTE and General Fund items be retired from our inventory. Please see the attached Room Inventory Worksheet for an itemized list of items.

Thank you,

Mrs. Jenny Elrod
Assistant Principal

Frank P. Brown Elementary~Brown

Room Inventory Worksheet

12/15/2025

08-TO RETIRE INVENTORY~BOE-RETIRE Holding					Room Type: VIRTUAL	
Tag	Product	Model	Product Type	Assigned To	Serial	Price
___ 1000435	Brother NS40e Project Runway Sewing Machine	NS40e Project Runway	SEWING MACHINE		u63557-g4p185792	\$0.00
___ 1000436	Brother NS40e Project Runway Sewing Machine	NS40e Project Runway	SEWING MACHINE		u63557-G4P185794	\$0.00
___ 1000437	Brother NS40e Project Runway Sewing Machine	NS40e Project Runway	SEWING MACHINE		u63557-g4p185798	\$0.00
___ 1000441	Brother NS40e Project Runway Sewing Machine	NS40e Project Runway	SEWING MACHINE		u63557-g4p185803	\$0.00
___ 1000442	Brother NS40e Project Runway Sewing Machine	NS40e Project Runway	SEWING MACHINE		u63557-g4p185808	\$0.00
___ 1000443	Brother NS40e Project Runway Sewing Machine	NS40e Project Runway	SEWING MACHINE		u63557-g4p185811	\$0.00
___ 1000444	Brother NS40e Project Runway Sewing Machine	NS40e Project Runway	SEWING MACHINE		u63557-g4p185812	\$0.00
___ 1000445	Brother NS40e Project Runway Sewing Machine	NS40e Project Runway	SEWING MACHINE		u63557-g4p185814	\$0.00
___ 1000808	Brother HLL2340DW Printer	HLL2340DW	PRINTER		U63879F6N728170	\$0.00
___ 1002631	NWA A5 3D Printer	A5	PRINTER		CR1874	\$0.00
___ 1002632	NWA A5 3D Printer	A5	PRINTER		CR1865	\$0.00
___ 1002633	NWA A5 3D Printer	A5	PRINTER		CR1875	\$0.00

Frank P. Brown Elementary~Brown

Room Inventory Worksheet

12/15/2025

08-TO RETIRE INVENTORY~BOE-RETIRE Holding					Room Type: VIRTUAL		
	Tag	Product	Model	Product Type	Assigned To	Serial	Price
GEN	S06271	HP 11MK G9 EE CRMBK w/Google Management	MT8183C 4GB/32GB	CHROMEBOOK		5CD110C22 M	\$357.00
GEN	S06868	HP 11 G8 EE Chromebook w/Google Management	11 G8 EE	CHROMEBOOK		5CD1115F76	\$0.00

Issued:	Procedure:	
April 2025	Policy Reference:	
Field Trip and Excursions		4.302 Exhibit B

Cumberland County Schools Field Trip Request

In State/Pre-Approved _____ **Overnight** _____ **Out of State** _____

This form is to be submitted to the principal and received in the appropriate Director's office 2 weeks prior to the date of the trip for approval. **OUT OF STATE AND OVERNIGHT TRIPS MUST HAVE BOARD APPROVAL. YOU MUST SUBMIT THESE TRIPS 2 WEEKS PRIOR TO THE MONTHLY BOARD MEETING.**

Parent permission slips must be obtained for all students making the trip, taken on the trip, and then afterward filed in the principal's office.

School CC HS Subject/Grade Level 9-12
 Trip Requested By Cub Whitson Date of Trip Mar 27-29
 Destination SMOK Mt. Gap City Greenville South Carolina State SC
 Departure Time 11:15, MW 27 Return Mar 29 Admission per student \$ 0

Special Services: Check ALL that apply. Prior approval is required. School Nurse SpED Bus SpED Assistant
 Student has 504 plan Bus with Lift

School Nurse Signature Laura Eubank SPED Signature [Signature]

Please Check Type of Activity

- Academic Field Trip
- Incentive Field Trip
- School Clubs
- Band/Chorus
- Competition
- Sports
- Special Classroom Trip (Describe) _____
- Other _____

Teachers Going: Cub Whitson # of Students 22
Craig Cook

TOTAL # of TEACHERS: 2 TOTAL # of STUDENTS 22

Additional Chaperones (If Needed) _____
 Cafeteria (Notified) Signature Melissa Jura Purchase Order Requested
 Substitute Requested (If Needed) _____ Permission Slip Obtained (Take on trip)
 School Nurse Signature Laura Eubank
 Sponsoring Teacher's Signature [Signature] Cell Phone # 831-261-5044 Principal's Signature [Signature] Date 1-7-21

For Transportation Dept Only			
Drivers: 1) _____	2) _____	3) _____	4) _____
Beginning Mileage _____	Ending Mileage _____	Total Miles _____	
Amount to be paid to driver \$ _____		Amount for Fuel \$ _____	
Transportation Supervisor _____			

To be completed for out-of-state and overnight school sponsored trips only

Approved Denied _____
 Director of Schools Date of Board Approval



January 5, 2026

Cumberland County Board of Education
Dr. Rebecca Farley, Director
368 Fourth Street
Crossville, TN 38555

Dear Dr. Farley,

This letter is to request permission for the CCHS boys' soccer team to travel to Gatlinburg, TN for the Smoky Mountain Cup tournament and spend the night on March 27 and 28. Chaperones for the trip will be myself, Cub Whitson and school employee and assistant coach Craig Cook. The cabin will be paid for by our booster program.

Our booster club has raised all necessary funds for the trip, including tournament registration fees and renting of a cabin near Rocky Top Sports World. Team members will be transported by parents who will have all necessary paperwork and volunteer forms filled out and approved by the time of the tournament.

If you should need more information, please contact me at 931.484.6194.

Sincerely,

Cub Whitson
Cumberland County High School
Jets Soccer

January 2026



Sunday Monday Tuesday Wednesday Thursday Friday Saturday

				1 <i>Happy New Year</i>	2 ADMIN DAY (NO STUDENTS)	3 🏀 @ Maryville HS (varsity boys)
4	5 HOMEROOM SCHEDULE GRADES DUE IN SKYWARD BY NOON	6 🏀 @ Pickett Co.	7	8 Gold clubs REPORT CARDS GO HOME 🏀 @ SMHS vs Bledsoe Co.	9 🏀 @ Eagleton	10 👑 Winter Formal @ Complex 👑 Snow Queen Pageant- Auditorium 🏀 District duals @ CCHS
11	12	13 🏀 @ Hixon vs Upperman	14	15	16 PEP RALLY SCHEDULE 🏀 @ White Co.	17
18	19 🇺🇸 MLK -DAY- NO SCHOOL	20 🏀 @ Farragut vs Livingston	21 Blue clubs Faculty meeting	22	23 🎯 Tournament Van Buren Co. 🏀 @ SMHS 🏀 @ CCHS (boys only)	24
25	26 🏀 vs Coalfield	27 <i>Senior Latin ceremony-3rd block</i>	28	29	30 🎯 Tournament Crab Orchard Elem. <i>Relay lunch</i> 🏀 @ Warren Co.-Girls regionals	31 🏀 @ Greenback-Boys regionals

February 2026



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 BASKETBALL National school	3 @ UPPERMAN counseling week	4 HOMECOMING GOLD CLUBS	5 coming week	6 WEEK Pep rally vs White Co. SMHS-Girls sectionals	7 SMHS-Boys sectionals
8	9	10 Progress Reports go home Parent/teacher conferences 3pm @ LIVINGSTON	11	12	13 Tournament @ White County vs SMHS State matches @ Franklin Ag Park	14 Sweetheart Dance 6pm
15	16 President's Day (no students) In-service day #4 SRO Appreciation day	17	18 BLUE CLUBS Faculty meeting	19	20	21 Sweetheart Pageant auditorium Tournament @ Monterey
22	23 SCHOOL BUS DRIVER APPRECIATION DAY	24	25	26	27 Relay lunch	28 TRACK @ FARRAGUT (EAST TN JAMBOREE)

THE HORIZON

LOOKING FORWARD, GROWING STRONG - MONTHLY MOMENTS FROM CCHS.

Please join us in welcoming Coach Mark Wattenbarger back to Cumberland County High School as our Head Football Coach. A familiar face to the Jets, Coach Wattenbarger brings strong leadership and a proven track record of building successful programs. His return is a key step forward for CCHS football, with a focus on reconnecting our community and alumni while restoring Jet Pride on Friday nights in Crossville.

WELCOME TO THE JET CREW



Please join us in welcoming Mrs. Cox to Cumberland County High School! She is a graduate of East Tennessee State University with a Bachelor's degree in Business Administration and is currently pursuing her Master of Education with a concentration in 6-12 Mathematics, with plans to graduate in Spring 2026. Mrs. Cox previously taught for one year at Phoenix High School and is excited to begin her journey with our CCHS community.

CCHS ACTIVE MINDS CHAPTER YOU'VE BEEN BLOOMED CAMPAIGN GAINING RECOGNITION

The Cumberland County High School Active Minds Chapter was honored as December National Chapter of the Month by the Active Minds Organization, recognizing the chapter’s outstanding commitment to mental health awareness, peer support, and community connection with the chapter’s most impactful initiatives, the “You’ve Been Bloomed” campaign. Members purchased over 100 carnations, each paired with a handwritten note that read: “You’ve Been Bloomed! — The CCHS Active Minds Chapter wanted to let you know that you are loved!” During a morning meeting, students discussed the unseen weight many people carry and reflected on youth mental health statistics, including the reality that 1 in 10 teens has seriously considered or attempted suicide. To make the statistic tangible, members physically grouped themselves in tens—putting a human face to the numbers.



Momentum Makers Jet Sponsors:

Kona Ice

Thrive Family Fun Center



**LAUNCHING 2026
NEW YEAR. NEW PARTNERSHIPS. FRESH ENERGY.
POWERED BY OUR INCREDIBLE JET PRIDE.**

Thank you to the owners of Thrive Family Fun Center for visiting to Provide tasty treats to our faculty and staff. they provided various water ice samples to our jets on their first day back. It was a fun—and delicious—way to kick off 2026! We look forward to a wonderful partnership ahead.



Dr. Rebecca Farley
Director of Schools

Mr. Scott VanWinkle
Board Chairman

January 6, 2026

Dr. Farley and Cumberland County Board of Education,

I am submitting to you the Cumberland County School Nutrition Program's staff changes:

<u>New Hires:</u>			
Name	Location	Date	Replacing
Jennifer Byrge	Central Service CCSNP Manager of Operations	11/17/2025	Danielle Brown (Transferred)

<u>Resignations/Retirements:</u>			
Name	Location	Date	Status
Jessica (Erin) Tollett	Crab Orchard Café	11/24/2025	Resignation
Janie Thomas	Café Sub	11/30/2025	Resignation

<u>Transfers:</u>			
Name	Location (From/To)	Date	Replacing
Danielle Brown	From CCSNP Manager of Operations to CCSNP Bookkeeper - Admin Assistant	11/15/2025	Sonya Delk

<u>Terminations:</u>			
Name	Location	Date	
N/A			

All background check requirements have been completed.

Respectfully,

Kathy Hamby

Kathy Hamby

School Nutrition District Supervisor

Cumberland County Board of Education – Central Services



Dr. Rebecca Farley
Director of Schools

Mr. Scott VanWinkle
Board Chairman

January 6, 2026

Dr. Farley and Cumberland County Board of Education,

I am submitting to you the Cumberland County School Nutrition Program's staff changes:

New Hires:			
Name	Location	Date	Replacing
Jennifer Byrge	Central Service CCSNP Manager of Operations	11/17/2025	Danielle Brown (Transferred)

Resignations/Retirements:			
Name	Location	Date	Status
Jessica (Erin) Tollett	Crab Orchard Café	11/24/2025	Resignation
Janie Thomas	Café Sub	11/30/2025	Resignation

Transfers:			
Name	Location (From/To)	Date	Replacing
Danielle Brown	From CCSNP Manager of Operations to CCSNP Bookkeeper - Admin Assistant	11/15/2025	Sonya Delk

Terminations:			
Name	Location	Date	
N/A			

All background check requirements have been completed.

Respectfully,

Kathy Hamby

Kathy Hamby

School Nutrition District Supervisor

Cumberland County Board of Education – Central Services

Crab Orchard Elem - January 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30	31	1 New Year's Day	2 Admin Day	3
4	5 Students Return	6	7	8 Grade Cards	9	10
11	12 Parent Teacher Conferences 3-6pm Health/Wellness Fair	13	14 Class/Sports Pictures	15	16	17
18	19 M L King Day No School	20	21	22	23	24
25	26	27	28	29	30	31

Crab Orchard Elem - February 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9	10 Progress Reports	11 House Meetings	12	13	14
15	16 Presidents' Day Teacher Inservice	17	18	19	20	21
22	23	24	25	26	27	28



EXECUTIVE APPROVED

Rebecca Guley 12.10.2025
SUPERINTENDENT DATE
Scott Hamilton 12/9/25
BOARD CHAIRMAN DATE

Issued: April 2025 Procedure: Field Trip and Excursions Policy Reference: 4.302 Exhibit B

In State/Pre-Approved _____ Procedure: Cumberland County Schools Field Trip Request
Overnight _____ Out of State

This form is to be submitted to the principal and received in the appropriate Director's office 2 weeks prior to the date of the trip for approval. OUT OF STATE AND OVERNIGHT TRIPS MUST HAVE BOARD APPROVAL. YOU MUST SUBMIT THESE TRIPS 2 WEEKS PRIOR TO THE MONTHLY BOARD MEETING.

Parent permission slips must be obtained for all students making the trip, taken on the trip, and then afterward filed in the principal's office.

School CCHS Subject/Grade Level 9-12 - Lady Fox Basketball
Trip Request Redhika D. Shuman Date of Trip December 19-22
Destination Hilton Head High School City Hilton Head State SC
Departure Time 7AM Return 9PM Admission per student \$ 0

Special Services: Check ALL that apply. Prior approval is required. School Nurse SpED Bus SpED Assistant
 Student has 504 plan Bus with Lift

School Nurse Signature Laura Embury SPED Signature Rebecca Guley

Please Check Type of Activity

- Academic Field Trip
- Incentive Field Trip
- School Clubs
- Band/Chorus
- Competition
- Sports
- Special Classroom Trip (Describe) _____
- Other _____

Teachers Going: Redhika D. Shuman # of Students 21
Suzie Stewart

TOTAL # of TEACHERS: 2 TOTAL # of STUDENTS 21

Additional Chaperones (If Needed) Destiny Hild, Stacy Swafford, Klaine Vanney, Trystan Miller, Bryan Simmons

Cafeteria (Notified) Signature Melissa Jumer Purchase Order Requested
 Substitute Requested (If Needed) Permission Slip Obtained (Take on trip)

School Nurse Signature Laura Embury
Sponsoring Teacher's Signature Redhika D. Shuman Cell Phone # 931-537-1559 Principal's Signature Carrie Warr Date 10-14-2025

For Transportation Dept Only
Drivers: 1) _____ 2) _____ 3) _____ 4) _____
Beginning Mileage _____ Ending Mileage _____ Total Miles _____
Amount to be paid to driver \$ _____ Amount for Fuel \$ _____
Transportation Supervisor _____

To be completed for out-of-state and overnight school sponsored trips only
 Approved Denied
Director of Schools _____ Date of Board Approval _____

Issued:	Procedure:	Policy Reference:
April 2025	Field Trip and Excursions	4.302 Exhibit B

Cumberland County Schools Field Trip Request

In State/Pre-Approved _____ Overnight _____ Out of State ✓

This form is to be submitted to the principal and received in the appropriate Director's office 2 weeks prior to the date of the trip for approval. **OUT OF STATE AND OVERNIGHT TRIPS MUST HAVE BOARD APPROVAL. YOU MUST SUBMIT THESE TRIPS 2 WEEKS PRIOR TO THE MONTHLY BOARD MEETING.**

Parent permission slips must be obtained for all students making the trip, taken on the trip, and then afterward filed in the principal's office.

School CCHS Subject/Grade Level 9-12 Lady Jets Basketball
 Trip Requested By Rachika Dishman Date of Trip December 12-13
 Destination Laurel High School City London State KY
 Departure Time 12PM Return 6PM Admission per student \$ 0

Special Services: Check ALL that apply. Prior approval is required. School Nurse SpED Bus SpED Assistant
 Student has 504 plan Bus with Lift

School Nurse Signature *Aileen Gibson* SPED Signature *Rebecca Jolley*

Please Check Type of Activity

- Academic Field Trip
- Incentive Field Trip
- School Clubs
- Band/Chorus
- Competition
- Sports
- Special Classroom Trip (Describe) _____
- Other _____

Teachers Going: Rachika Dishman # of Students 21
Susie Stewart

TOTAL # of TEACHERS: 2 TOTAL # of STUDENTS 21

Additional Chaperones (If Needed) Destiny Hild, Stacy Swafford, Klaire Vourney, Trystan Miller + Bryan Simmons

Cafeteria (Notified) Signature Melissa Jumper Purchase Order Requested
 Substitute Requested (If Needed) Permission Slip Obtained (Take on trip)

School Nurse Signature *Aileen Gibson*
 Sponsoring Teacher's Signature *Madeline A. Rushme* Cell Phone # 931-337-1559 Principal's Signature *Amitham* Date 12-14-25

For Transportation Dept Only			
Drivers: 1) _____	2) _____	3) _____	4) _____
Beginning Mileage _____	Ending Mileage _____	Total Miles _____	
Amount to be paid to driver \$ _____		Amount for Fuel \$ _____	
Transportation Supervisor _____			

To be completed for out-of-state and overnight school sponsored trips only

Approved Denied _____
 Director of Schools Date of Board Approval



Dr. Rebecca Farley
Director of Schools

Scott VanWinkle
Board Chairman

January 6, 2026

Dr. Rebecca Farley, Director of Schools
Cumberland County Board of Education
368 Fourth Street
Crossville, TN 38555

Dear Dr. Rebecca Farley and Board of Education,

Federal Programs is submitting a list of equipment to be retired by the BOE in this month's regularly scheduled board meeting. Please include the attached Equipment Retirement Requests on the consent agenda.

Sincerely,

Dr. Justin Whittenbarger
Federal Programs Director

Federal Equipment Inventory List RETIREMENT January 2026

INVENTORY TAG ID #	Title Holder	TAG NOTES	SERIAL NUMBER	Product Type	MANUFACTURER	MODEL	SITE LOCATION	DEPARTMENT	ROOM LOCATION	PURCHASE ORDER NUMBER	FUNDING	PURCHASE PRICE	Percentage of Federal	PURCHASE DATE
10001058	CCS-180	FY10	6F948948ACC	BASE STATION	APPLE	UNKNOWN	PLEASANT HILL	FEDERAL	08-306	64403	TITLE I	\$147.87	100%	3/10/2010
10001124	CCS-180	FY10	6F011BP9ACC	BASE STATION	APPLE	UNKNOWN	PLEASANT HILL	FEDERAL	60-019	65307	TITLE I	\$150.85	100%	5/4/2010
10001490	CCS-180	FY12	92711A	JECTION SCRE	CDW-G	UNKNOWN	HOMESTEAD	FEDERAL	10-404	72161	TITLE I	\$121.91	100%	9/15/2011
10001722	CCS-180	FY12	C86GG8DEDM72	IRELESS ROUTE	APPLE	UNKNOWN	PLEASANT HILL	FEDERAL	60-273	73228	TITLE I	\$159.00	100%	1/12/2011
10001937	CCS-180	FY12	01M1N413034 8C5E450	PRINTER	BROTHER	HL2070N	HOMESTEAD	FEDERAL	10-404C	74284	TITLE I	\$247.49	100%	2/14/2012
10001972	CCS-180	FY12	C86GVGC7DM72	IRELESS ROUTE	APPLE	UNKNOWN	PLEASANT HILL	FEDERAL	60-017	74520	TITLE I	\$153.96	100%	12/3/2012
10005136	CCS-180	FY13	C86J53ZEDM72	ELESS ACCESS PC	APPLE	UNKNOWN	PLEASANT HILL	FEDERAL	60-273	77313	TITLE I	\$159.00	100%	12/9/2012
10005138	CCS-180	FY13	C86J50ZDM72	ELESS ACCESS PC	APPLE	UNKNOWN	PLEASANT HILL	FEDERAL	60-273	77313	TITLE I	\$159.00	100%	12/9/2012
10005140	CCS-180	FY13	C86J5479DM72	ELESS ACCESS PC	APPLE	UNKNOWN	PLEASANT HILL	FEDERAL	60-273	77313	TITLE I	\$159.00	100%	12/9/2012
10005142	CCS-180	FY13	C86J594BDM72	ELESS ACCESS PC	APPLE	UNKNOWN	PLEASANT HILL	FEDERAL	60-273	77313	TITLE I	\$159.00	100%	12/9/2012
10005143	CCS-180	FY13	C86J57BZDM72	ELESS ACCESS PC	APPLE	UNKNOWN	PLEASANT HILL	FEDERAL	60-273	77313	TITLE I	\$159.00	100%	12/9/2012
10005371	CCS-180	FY14	C86L5CZSFJ1R	ELESS ACCESS P	APPLE	UNKNOWN	PLEASANT HILL	FEDERAL	60-273	82113	TITLE I	\$179.00	100%	8/29/2013
10005551	CCS-180	FY14	C86MIV53PFJ1R	ELESS ACCESS P	APPLE	UNKNOWN	PLEASANT HILL	FEDERAL	60-273	87179	TITLE I	\$179.00	100%	8/26/2014
10005638	CCS-180	FY15	C86N2B24FJ1R	ELESS ACCESS PC	APPLE	UNKNOWN	PLEASANT HILL	FEDERAL	60-273	87847	TITLE I	\$179.00	100%	3/10/2014
10005722	CCS-180	FY15	DMPP430RFK10	IPAD	APPLE	UNKNOWN	HOMESTEAD	FEDERAL	10-107	89583	TITLE I	\$379.00	100%	3/2/2015
10005863	CCS-180	FY16	C86Q16NRFJ1R	IPAD	APPLE	UNKNOWN	PLEASANT HILL	FEDERAL	00-000	92366	TITLE I	\$374.00	100%	8/26/2015
10005884	CCS-180	FY16	C86Q17Y8FJ1R	ELESS ACCESS P	APPLE	UNKNOWN	PLEASANT HILL	FEDERAL	60-273	92366	TITLE I	\$179.00	100%	8/26/2015
10005956	CCS-180	FY16	C86Q22KRFJ1R	BASE STATION	APPLE	ME918LL/A	PLEASANT HILL	FEDERAL	60-273	92627	TITLE I	\$179.00	100%	4/9/2015
10005957	CCS-180	FY16	C86Q25EWFJ1R	BASE STATION	APPLE	ME918LL/A	PLEASANT HILL	FEDERAL	60-273	92627	TITLE I	\$179.00	100%	4/9/2015
10006232	CCS-180	FY16	081503B104409	CAMERA	IPEVO	CDVU-05IP	PLEASANT HILL	FEDERAL	60-103	93768	TITLE I	\$139.00	100%	11/24/2015
10006234	CCS-180	FY16	081503B104462	CAMERA	IPEVO	CDVU-05IP	PLEASANT HILL	FEDERAL	60-021	93768	TITLE I	\$139.00	100%	11/24/2015
10006847	CCS-180	FY17	SC86SL3NOFJ1R	ELESS ACCESS P	APPLE	UNKNOWN	PLEASANT HILL	FEDERAL	60-273	100105	TITLE I	\$179.00	100%	2/23/2017
10007132	CCS-180	FY17	081616B15926	CAMERA	IPEVO	CDVU-05IP	PLEASANT HILL	FEDERAL	60-273	5422	TITLE I	\$139.00	100%	10/15/2016
10007134	CCS-180	FY17	081616B15921	CAMERA	IPEVO	CDVU-05IP	PLEASANT HILL	FEDERAL	60-201	5422	TITLE I	\$139.00	100%	10/15/2016
10009958	CCS-180	FY21	MP1XPFG	CHROMEBOOK	LENOVO	100E	MARTIN	FEDERAL	33-117	118499	ESSER	\$279.00	100%	2/15/2021
10009990	CCS-180	FY21	MP1XIMWAN	CHROMEBOOK	LENOVO	100E	MARTIN	FEDERAL	33-124	118499	ESSER	\$279.00	100%	2/15/2021
20000021	CCS-180	FY21	MP1XPBKL	CHROMEBOOK	LENOVO	100E	MARTIN	FEDERAL	33-121	118499	ESSER	\$279.00	100%	2/15/2021
20000035	CCS-180	FY21	MP1XLLMX	CHROMEBOOK	LENOVO	100E	MARTIN	FEDERAL	33-115	118499	ESSER	\$279.00	100%	2/15/2021
20000068	CCS-180	FY21	MP1X699F	CHROMEBOOK	LENOVO	100E	MARTIN	FEDERAL	33-119	118499	ESSER	\$279.00	100%	2/15/2021
20000099	CCS-180	FY21	MP1XS01A	CHROMEBOOK	LENOVO	100E	MARTIN	FEDERAL	33-117	118499	ESSER	\$279.00	100%	2/15/2021
20000135	CCS-180	FY21	MP1X6BHX	CHROMEBOOK	LENOVO	100E	MARTIN	FEDERAL	33-116	118499	ESSER	\$279.00	100%	2/15/2021
20000451	CCS-180	FY21	MP1XMR9P	CHROMEBOOK	LENOVO	100E	PLEASANT HILL	FEDERAL	60-102	118499	ESSER	\$279.00	100%	2/15/2021
20000454	CCS-180	FY21	MP1XMP34	CHROMEBOOK	LENOVO	100E	PLEASANT HILL	FEDERAL	60-102	118499	ESSER	\$279.00	100%	2/15/2021
20000461	CCS-180	FY21	MP1XM4N9	CHROMEBOOK	LENOVO	100E	PLEASANT HILL	FEDERAL	60-102	118499	ESSER	\$279.00	100%	2/15/2021
20000470	CCS-180	FY21	MP1XL9XB	CHROMEBOOK	LENOVO	100E	PLEASANT HILL	FEDERAL	60-102	118499	ESSER	\$279.00	100%	2/15/2021
20000516	CCS-180	FY21	MP1XRVDG	CHROMEBOOK	LENOVO	100E	PLEASANT HILL	FEDERAL	60-123	118499	ESSER	\$279.00	100%	2/15/2021
20000526	CCS-180	FY21	MP1XLLJ9	CHROMEBOOK	LENOVO	100E	PLEASANT HILL	FEDERAL	60-125	118499	ESSER	\$279.00	100%	2/15/2021
20000535	CCS-180	FY21	MP1VGQPT	CHROMEBOOK	LENOVO	100E	PLEASANT HILL	FEDERAL	60-123	118499	ESSER	\$279.00	100%	2/15/2021
20000616	CCS-180	FY21	MP1XMWPT	CHROMEBOOK	LENOVO	100E	PLEASANT HILL	FEDERAL	60-103	118499	ESSER	\$279.00	100%	2/15/2021
20000625	CCS-180	FY21	MP1XMTKS	CHROMEBOOK	LENOVO	100E	PLEASANT HILL	FEDERAL	60-103	118499	ESSER	\$279.00	100%	2/15/2021
20000627	CCS-180	FY21	MP1XLKSV	CHROMEBOOK	LENOVO	100E	PLEASANT HILL	FEDERAL	60-102	118499	ESSER	\$279.00	100%	2/15/2021

**Cumberland County Federal Programs
Equipment Retirement Request**

**Cumberland County Schools
368 4th Street
Crossville, TN 38555**

Homestead Elementary School

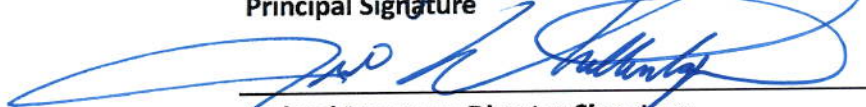
November 2025

School Name

Date

Tag Number	Serial or ID Number	Description	Reason Retired
10005722	DMPP430RFK10	Apple iPad Wifi 16GB	OBSOLETE/BROKEN
10001490	92711A	CDW-G Projection Screen	OBSOLETE/BROKEN
10001937	U62701M1N413034 8C5E450	Brother HL2070N Printer	OBSOLETE/BROKEN
1001920	D25GY074DHJF	Apple 21 1/2 inch iMac Computer	OBSOLETE/BROKEN
			OBSOLETE/BROKEN


Principal Signature


Federal Programs Director Signature

Cumberland County Federal Programs Equipment Retirement Request

**Cumberland County Schools
368 4th Street
Crossville, TN 38555**

Pleasant Hill

School Name

11/18/25

Date

Tag Number	Serial or ID Number	Description	Reason Retired
✓ 10006234	085D3B104462	IPEVO Doc Camera	Obsolete
✓ 20000461	MPIXM4N9	Lenovo Chromebook	↓
✓ 20000627	MPIXLKS5	Lenovo Chromebook	
✓ 20000454	MPIXMP34	Lenovo Chromebook	
✓ 20000451	MPIXL9XB	Lenovo Chromebook	
✓ 20000470	MPIXL9XB	Lenovo Chromebook	
✓ 20000625	MPIXMTKS	Lenovo Chromebook	
✓ 20000616	MPIXMWPT	Lenovo Chromebook	
✓ 20000526	MPIXLLJ9	Lenovo " "	
✓ 20000535	MPIVGGPT	Lenovo Chromebook	
✓ 20000510	MPIXRVGD	Lenovo " "	

[Handwritten Signature]
Principal Signature

[Handwritten Signature]
Federal Programs Director Signature

Cumberland County Federal Programs Equipment Retirement Request

**Cumberland County Schools
368 4th Street
Crossville, TN 38555**

Pleasant Hill

School Name

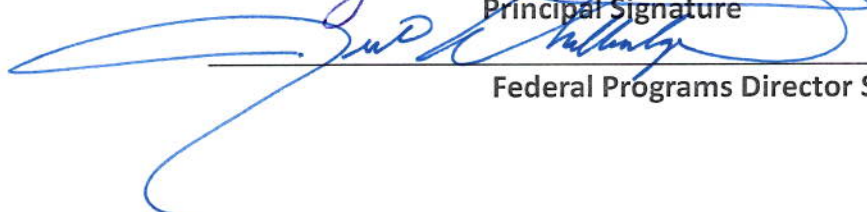
11/18/25

Date

Tag Number	Serial or ID Number	Description	Reason Retired
✓ 10005638	C86N2B24FJIR	Apple Airport Extreme	Obsolete
✓ 10005957	C86Q25EWFJIR	Apple Airport	↓
✓ 10005956	C86Q22KRFJIR	Apple Airport	
✓ 10005863	C86Q16NRFJIR	Apple Airport	
✓ 10005884	C86Q17Y8FJIR	Apple Airport	
✓ 10006847	SC869L3NOFJIR	Apple Airport	
✓ 10005551	C86MV53PFFJIR	Apple Airport	
✓ 10005371	C86L5CZ5FJIR	Apple Router	
✓ 10001722	C86GG8DEDM72	Apple Router	
✓ 10001124	6F011BP9ACC	Apple Airport Xtreme	
✓ 10005140	C86J5479DM72	Apple Airport	
✓ 10001058	6F948948ACC	Apple Airport	
✓ 10005142	C86J594BDM72	Apple Airport	
✓ 10005143	C86J57BZDM72	Apple Airport	
✓ 10005138	C86J550ZDM72	Apple Airport	
✓ 10005136	C86J537EDM72	Apple Airport	
✓ 10001972	C86GVGCTDM72	Apple Router	
✓ 10006232	081503B104409	1PEVO Doc. Camera	
✓ 10007134	081616BT15921	1PEVO Doc. Cam.	
✓ 10007132	081616BT15926	1PEVO Doc. Cam.	



Principal Signature



Federal Programs Director Signature



Dr. Rebecca Farley
Director of Schools

Scott VanWinkle
Board Chairman

January 6, 2026

Dr. Rebecca Farley, Ed.D.
Cumberland County Board of Education
368 Fourth Street
Crossville, TN 38555

Dear Dr. Farley and Board of Education,

I am submitting to you the General, CTE and Food Service Department's list(s) of items to be retired by the BOE at January's regularly scheduled board meeting. Please include these list(s) on the consent agenda for retirement approval.

If you have any further questions or concerns, please contact Marilyn Noel.

Sincerely,

Marilyn Noel *Man*

Dr. Leslie Eldridge *ye/nd*

Kathy Hamby *ah*

Central Services
Room Inventory Worksheet

1/6/2026

18-TO RETIRE INVENTORY~BOE- RETIRE Holding				Room Type: VIRTUAL		
Tag	Product	Model	Product Type	Assigned To	Serial	Price
<u>CTE</u> 1003480	Apple 13 inch MacBook Pro Laptop	unknown	LAPTOP		J4YK7R2FY R	\$0.00
<u>CTE</u> 1004777	Asus 17.3" Vivobook Laptop	F1704VA-ES76	COMPUTER		T5N0SH00S 122216	\$0.00
<u>FOOD SERV</u> 101536	Adult desk	unknown	FURNITURE			\$0.00
<u>FOOD SERV</u> 101537	Adult desk	unknown	FURNITURE			\$0.00
<u>FOOD SERV</u> 102497	Whirlpool WED4815EW 7 cu ft Electric Dryer	WED4815EW	DRYER		M71045252	\$428.00

Homestead Elementary School

3889 Hwy 127 South • Crossville, TN 38572 • 931-456-8344 • Fax: 931-456-8342

*Mary Elizabeth Edmonds
Principal*



*Brooke Scruggs & Ashlee Watts
Assistant Principal*

December 11, 2025

Dr. Rebecca Farley
Cumberland County Board of Education
368 Fourth Street
Crossville, TN 38555

Dear Dr. Farley and Board of Education,

I am submitting Homestead Elementary's list of federal items to be retired by the BOE at January's regular monthly meeting. Please include these lists on the agenda. If you have questions, please let me know.

Sincerely,

MaryEdmonds

Mary Elizabeth Edmonds
Principal

**Cumberland County Federal Programs
Equipment Retirement Request**

**Cumberland County Schools
368 4th Street
Crossville, TN 38555**

Homestead Elementary School

November 2025

School Name

Date

Tag Number	Serial or ID Number	Description	Reason Retired
10005722	DMPP430RFK10	Apple iPad Wifi 16GB	OBSOLETE/BROKEN
10001490	92711A	CDW-G Projection Screen	OBSOLETE/BROKEN
10001937	U62701M1N413034 8C5E450	Brother HL2070N Printer	OBSOLETE/BROKEN
1001920	D25GY074DHJF	Apple 21 1/2 inch iMac Computer	OBSOLETE/BROKEN
			OBSOLETE/BROKEN

Mary E Edmonds
Principal Signature

Federal Programs Director Signature

Homestead Elementary School

3889 Hwy 127 South • Crossville, TN 38572 • 931-456-8344 • Fax: 931-456-8342

Mary Elizabeth Edmonds
Principal



Brooke Scruggs & Ashlee Watts
Assistant Principal

December 11, 2025

Dr. Rebecca Farley
Cumberland County Board of Education
368 Fourth Street
Crossville, TN 38555

Dear Dr. Farley and Board of Education,

I am submitting Homestead Elementary's list of general items to be retired by the BOE at January's regular monthly meeting. Please include these lists on the agenda. If you have questions, please let me know.

Sincerely,

A handwritten signature in blue ink that reads "Mary Elizabeth Edmonds". The signature is written in a cursive, flowing style.

Mary Elizabeth Edmonds
Principal

General Equipment Retirement Request

Cumberland County Schools

368 4th Street

Crossville, Tn 38555


Homestead Elementary School

November 2025

School Name

Date

Tag Number	Descripton	Reason Retired
S03272	Lenovo 100e Chromebook	OBSOLETE/BROKEN
45857	Macbook Air	OBSOLETE/BROKEN
46406	Apple Ipad	OBSOLETE/BROKEN
46411	Apple Ipad	OBSOLETE/BROKEN
46403	Apple Ipad	OBSOLETE/BROKEN
46420	Apple Ipad	OBSOLETE/BROKEN


Principal Signature

Homestead Elementary School

3889 Hwy 127 South • Crossville, TN 38572 • 931-456-8344 • Fax: 931-456-8342

Mary Elizabeth Edmonds
Principal



Brooke Scruggs & Ashlee Watts
Assistant Principal

January 5, 2026

Dr. Rebecca Farley
Cumberland County Board of Education
368 Fourth Street
Crossville, TN 38555

Dear Dr. Farley and Board of Education,

I am submitting Homestead Elementary's request to attend the TN State Beta Club Leadership Summit in Gatlinburg, TN on March 12 – 13, 2026. This will be a trip for approximately 15 current and upcoming Beta Club Officers.

Students will be chaperoned by Jessica Rollins and Jennifer Richard, Beta Club Sponsors, and other BOE Level 2 approved volunteers.

Sincerely,

A handwritten signature in black ink that reads "Mary Edmonds". The signature is written in a cursive, flowing style.

Mary Elizabeth Edmonds
Principal



Issued:	Procedure:
April 2025	Policy Reference:
Field Trip and Excursions	
4.302 Exhibit B	

Cumberland County Schools Field Trip Request

In State/Pre-Approved _____ Overnight Out of State _____

This form is to be submitted to the principal and received in the appropriate Director's office 2 weeks prior to the date of the trip for approval. **OUT OF STATE AND OVERNIGHT TRIPS MUST HAVE BOARD APPROVAL. YOU MUST SUBMIT THESE TRIPS 2 WEEKS PRIOR TO THE MONTHLY BOARD MEETING.**

Parent permission slips must be obtained for all students making the trip, taken on the trip, and then afterward filed in the principal's office.

School Homestead Elementary Subject/Grade Level 7th/8th Beta Club
 Trip Requested By Jessica Rollins Date of Trip March 12-13
 Destination Beta Leadership Summit City Gatlinburg State TN
 Departure Time 7:00 am Return 2:30 pm (est.) Admission per student \$ 50
 Special Services: Check ALL that apply. Prior approval is required. School Nurse SpED Bus SpED Assistant
 Student has 504 plan Bus with Lift

School Nurse Signature Mary C Connors SPED Signature Krista Miller

Please Check Type of Activity

- Academic Field Trip
- Incentive Field Trip
- School Clubs
- Band/Chorus
- Competition
- Sports
- Special Classroom Trip (Describe) _____
- Other _____

Teachers Going: _____ # of Students 14 (est.)
Jessica Rollins
Jennifer Richard

TOTAL # of TEACHERS: 2 TOTAL # of STUDENTS 14
 Additional Chaperones (If Needed) Level 2 chaperones (parents of students)

Cafeteria (Notified) Signature _____ Purchase Order Requested
 Substitute Requested (If Needed) _____ Permission Slip Obtained (Take on trip)
 School Nurse Signature Mary C Connors
 Sponsoring Teacher's Signature J Rollins Cell Phone # 423-923-0045 Principal's Signature Mary Edmunds Date 12-18-25

For Transportation Dept Only			
Drivers: 1) _____	2) _____	3) _____	4) _____
Beginning Mileage _____	Ending Mileage _____	Total Miles _____	
Amount to be paid to driver \$ _____		Amount for Fuel \$ _____	
Transportation Supervisor _____			

See reverse.

To be completed for out-of-state and overnight school sponsored trips only

Approved Denied _____
 Director of Schools Date of Board Approval

Homestead in January



Homestead Elementary School

3889 Hwy 127 South • Crossville, TN 38572 • 931-456-8344 • Fax: 931-456-8342

Mary Elizabeth Edmonds
Principal



Brooke Scruggs & Ashlee Watts
Assistant Principal

January 5, 2026

Dr. Rebecca Farley
Cumberland County Board of Education
368 Fourth Street
Crossville, TN 38555

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Sincerely,

A handwritten signature in green ink that reads "Mary Edmonds". The signature is written in a cursive, flowing style.

Mary Elizabeth Edmonds
Principal



Issued: April 2025	Procedure: Policy Reference: Field Trip and Excursions	4.302 Exhibit B
-----------------------	---	-----------------

Cumberland County Schools Field Trip Request
 In State/Pre-Approved _____ Overnight Out of State _____

This form is to be submitted to the principal and received in the appropriate Director's office 2 weeks prior to the date of the trip for approval. **OUT OF STATE AND OVERNIGHT TRIPS MUST HAVE BOARD APPROVAL. YOU MUST SUBMIT THESE TRIPS 2 WEEKS PRIOR TO THE MONTHLY BOARD MEETING.**

Parent permission slips must be obtained for all students making the trip, taken on the trip, and then afterward filed in the principal's office.

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School Nurse Signature Mary C Connors SPED Signature Krista Miller

Please Check Type of Activity

- Academic Field Trip
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- School Clubs
- Band/Chorus
- Competition
- Sports
- Special Classroom Trip (Describe) _____
- Other _____

Teachers Going:	# of Students
<u>Jessica Rollins</u>	<u>14 (est.)</u>
<u>Jennifer Richard</u>	

TOTAL # of TEACHERS: 2 TOTAL # of STUDENTS 14

Additional Chaperones (If Needed) Level 2 chaperones (parents of students)
 Cafeteria (Notified) Signature [Signature] Purchase Order Requested
 Substitute Requested (If Needed) [Signature] Permission Slip Obtained (Take on trip)
 School Nurse Signature Mary C Connors
 Sponsoring Teacher's Signature [Signature] Cell Phone # 423-923-0045 Principal's Signature Mary Edmunds Date 12-18-25

Drivers: 1) _____	2) _____	3) _____	4) _____
Beginning Mileage _____	Ending Mileage _____	Total Miles _____	
Amount to be paid to driver \$ _____		Amount for Fuel \$ _____	
Transportation Supervisor _____			

See reverse.

<i>To be completed for out-of-state and overnight school sponsored trips only</i>	
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Director of Schools _____	Date of Board Approval _____

JOB DESCRIPTION

Cumberland County School District

English/Language Arts Instructional Coach

Purpose Statement

The job of a district-wide instructional coach was established for the purpose/s of assisting classroom teachers in the development of strategies, skills, tools, and techniques of effective English/language arts teaching.

Supervisory Controls

Responsible to the Federal Programs Supervisor for the efficient and effective accomplishment of assigned tasks.

Essential Functions

- Develop, lead and participate in ongoing and job-embedded professional development for the purpose of improving student achievement
- Mentor, observe, and coach classroom teachers for the purpose of improving English/Language Arts instruction
- Provide a variety of materials that demonstrate best practices
- Participate in appropriate professional meetings, conferences and in-services
- Aid in the selection of materials/supplies that address identified student academic weaknesses
- Assist in coordinating educational programs
- Demonstrate exemplary classroom practices
- Maintain a variety of manual and electronic files/records
- Analyzes school data for the purpose of making informed decisions reality to instructional practices

Other Functions

Perform other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit

Job Requirements: Minimum Qualifications

- Ability to model effective instructional strategies.
- Must be able to communicate and conference with teachers regarding effective strategies and appropriate resources.
- Specific skilled-based competencies required to satisfactorily perform the functions of the job include: operating standard office equipment, using pertinent software applications, and preparing and maintaining accurate records
- Ability to schedule and/or conduct activities, meetings or events
- Must perform technical tasks with the potential of upgrading skills in order to meet changing job conditions
- Work cooperatively with others, communicate with diverse groups, maintaining confidentiality and adapt to changing work priorities
- Such alternatives to qualifications, experience, and education as the Director of Schools may find appropriate and acceptable

Responsibility

- To efficiently support the English/Language Arts instruction in grades K-12.
- To support the Federal Programs Supervisor and accomplish assigned tasks/missions

Working Environment

- The work is performed primarily in buildings/facilities of the public school system. At times, the work is performed at Central Services in a training setting or in an office setting.
- The work is a combination of sedentary activities and active movements. Some lifting, walking, bending and driving are required.

Experience

- Incumbent shall have at least five years of verified classroom teaching experience.
- Coach must demonstrate effectiveness in teaching English/Language Arts to students.
- Coach must demonstrate experience in sharing English/Language Arts instructional techniques and resources with other teachers.

Education

Master's Degree preferred.

Requirement

This is a certified position.

Clearances

Criminal justice fingerprint/background clearance

Physical exam to meet health and physical requirements

Certificates and Licenses



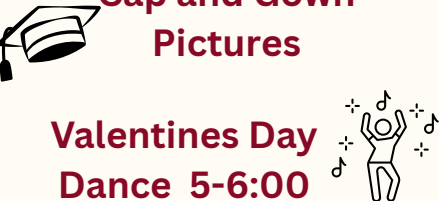


- Teacher's certification and/or license
- Obtain and maintain TEAM teacher evaluation certification

Continuing Education/Training

Maintain Licensure



February 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4 CCHS Readers! 	5	6 Concessions 	7 Robotics Competition @TTU
8	9	10 Progress Reports 	11	12 8 th Grade and K Cap and Gown Pictures Valentines Day Dance 5-6:00 	13	14 Valentine's Day
15	16 HAPPY Presidents Day No School / Teacher Inservice	17	18	19	20	21
22	23	24 ELPA(ESL) Testing Begins	25	26 CC Schools ALL MEANS ALL BOE Meeting 6:00pm 	27	28 Chess Club 

MARTIN ELEMENTARY NEWSLETTER

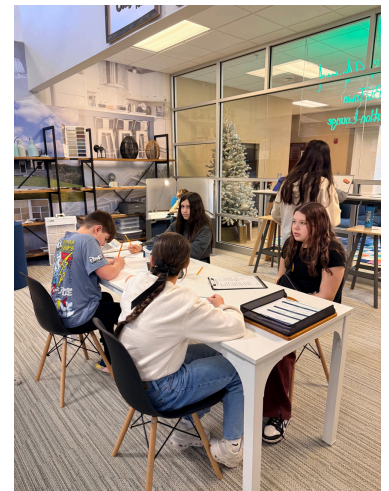
JANUARY 2026

5th Grade Visits Biztown

In December, our 5th grade students traveled to BizTown in Clinton, Tennessee for an exciting, hands-on learning experience that brought months of preparation to life. Leading up to the trip, students immersed themselves in real-world learning as they explored how a community functions and how citizens contribute to its success.

As part of their preparation, students ran for the position of mayor by creating campaign posters, delivering speeches to their classmates, and participating in an official election. Teachers guided students through BizTown classroom lessons that focused on earning, saving, budgeting, taxes, teamwork, and financial responsibility. Students also applied for jobs, learned about workplace roles, and practiced the skills they would need to be successful employees and leaders.

At BizTown, students stepped into their assigned roles, running businesses, managing finances, and working together to keep the community operating smoothly. The experience helped students build confidence, teamwork, responsibility, and financial literacy. It was a fun, meaningful, and memorable day that truly connected classroom learning to the real world.



MES Student selected for ETSBOA



We are proud to recognize Chloe Armstrong, a seventh grade student at Martin Elementary, who was selected to participate in the ETSBOA (East Tennessee School Band and Orchestra Association) Junior Clinic, a prestigious musical opportunity for outstanding young musicians across East Tennessee.

The ETSBOA Junior Clinic features three select bands made up of the top student musicians in the region, one band for 7th grade students and two bands for 8th and 9th graders. Students are chosen through a competitive audition process based on their instrumental performance skills and music-reading abilities.

Chloe was selected to perform in the 7th grade band and earned a spot as one of only 10 trombone players chosen from all 7th graders in East Tennessee. This achievement reflects her dedication, talent, and hard work in music, and we are excited to celebrate her accomplishment.

Upcoming Events

- January 15 – Winter Dance
4:30 – pm – 6:00 pm
Sponsored by CCHS Cheer
- January 19 – NO SCHOOL
Martin Luther King Jr. Day

Students Enjoy Live Theater

2nd grade students enjoyed a special trip to the Cumberland County Playhouse to watch Elf! The festive performance delighted students and brought holiday cheer while introducing them to live theater. It was a fun and memorable experience that helped spark creativity and a love for the arts.



Christie VanWinkle
Principal



Kasey Lowe
Nicole Graham
Assistant Principals

Glenn L. Martin Elementary School
1362 Miller Avenue * Crossville, TN 38555
Phone (931) 484-7547 Fax (931) 484-8785

January 2, 2026

Cumberland County Board of Education
Dr. Rebecca Farley
368 Fourth Street
Crossville, TN 38555

Dear Dr. Farley,

The attached lists contain CTE and General Fun items to be retired from Glenn Martin Elementary School and declared surplus.

If you have any questions, please direct them to me at 931-484-7547.

Sincerely,

A handwritten signature in cursive script that reads "Kasey Lowe". The signature is written in black ink and is positioned above the printed name and title.

Kasey Lowe
Assistant Principal

Attachment

Glenn L. Martin Elementary~Martin
 Room Inventory Worksheet
 1/5/2026

33-TO RETIRE INVENTORY~BOE- RETIRE Holding			Room Type: VIRTUAL			
Tag	Product	Model	Product Type	Assigned To	Serial	Price
1000862	GE JBS60DKWW Stove	JBS60DKWW	APPLIANCE		SG264547Q	\$0.00
1000863	GE JBS60DKWW Stove	JBS60DKWW	APPLIANCE		TG206494Q	\$0.00
1000864	GE JBS60DKWW Stove	JBS60DKWW	APPLIANCE		TG206493Q	\$0.00
1002256	Frigidaire FFTR1814TW Refrigerator	FFTR1814TW	APPLIANCE		BA74119411	\$0.00
12971	Lenovo Chromebook	unknown	CHROMEBOOK		LR04KL94	\$0.00
12974	Lenovo Chromebook	unknown	CHROMEBOOK		LR04KL71	\$0.00
12996	Lenovo Chromebook	unknown	CHROMEBOOK		LR04KL46	\$0.00
1401	Philips DVD726 DVD Player	DVD726	ELECTRONIC		CB02032611 2489	\$0.00
14350	GE JE1460BF03 Microwave	JE1460BF03	APPLIANCE		FM901038U	\$0.00
14455	GE JE1460BF03 Microwave	JE1460BF03	APPLIANCE		FM901088U	\$0.00
14456	GE JE1460BF03 Microwave	JE1460BF03	APPLIANCE			\$0.00
14460	Hamilton Beach 50161WW Blender	50161WW	APPLIANCE			\$0.00
14461	Hamilton Beach 50161WW Blender	50161WW	APPLIANCE			\$0.00

Glenn L. Martin Elementary~Martin
Room Inventory Worksheet

1/5/2026

33-TO RETIRE INVENTORY~BOE- RETIRE Holding			Room Type: VIRTUAL			
Tag	Product	Model	Product Type	Assigned To	Serial	Price
14462	Hamilton Beach 50161WW Blender	50161WW	APPLIANCE			\$0.00
14463	Hamilton Beach 50161WW Blender	50161WW	APPLIANCE			\$0.00
14464	Proctor Silex 62515R Mixer	62515R	APPLIANCE			\$0.00
14837	GE JE1460BF03 Microwave	JE1460BF03	APPLIANCE			\$0.00
14860	Luidia EB5-BT eBeam Edge Whiteboard System	EB5-BT	ELECTRONIC		EBT1412054	\$0.00
14931	Apple 2 Wi-Fi 16GB iPad	unknown	iPad		F6QMP05ND FHW	\$0.00
14939	Acer c720-zhn Laptop	c720-zhn	LAPTOP		NXSHEAA01 1352060F97 600	\$0.00
14997	Ergotron Charge/Sync Dell Chromebook Cart	unknown	CHARGE CART		020D9K- 14941-572- I875	\$0.00
180252026	Table	unknown	FURNITURE			\$0.00
180330003	GE GSD970-02 Dishwasher	GSD970-02	APPLIANCE		TA641334B	\$0.00
180330006	GE GSD970-02 Dishwasher	GSD970-02	APPLIANCE		TA640457B	\$0.00
180330014	GE GSD970-02 Dishwasher	GSD970-02	APPLIANCE		TA641344B	\$0.00

Glenn L. Martin Elementary~Martin
Room Inventory Worksheet

1/5/2026

33-TO RETIRE INVENTORY~BOE- RETIRE Holding		Room Type: VIRTUAL				
Tag	Product	Model	Product Type	Assigned To	Serial	Price
22995	Apple iPad 4 16GB Wi-Fi Tablet	unknown	iPad		DMQMNNR9 F182	\$0.00
25745	Apple iMac Core 2 Duo 1_83 GHz 17 inch A1195 Computer	A1195 EMC 2124	COMPUTER		w8747083wh 5	\$0.00
3203	Frigidaire FRT21S6AWJ Refrigerator	FRT21S6AWJ	APPLIANCE		4A73600470	\$0.00
3204	Frigidaire Stove	unknown	APPLIANCE			\$0.00
3259	Adult desk	unknown	FURNITURE			\$0.00
36075	Dell Monitor	unknown	MONITOR		MXOXH5974 66346872UR U	\$0.00
36091	Dell Monitor	unknown	MONITOR		mxoxh597- 46634-68V- 1acu	\$0.00
38013	Apple A1224 iMac Core 2 Duo 2.0GHz 20"	A1224 EMC 2266	COMPUTER		YM9141686 MH	\$0.00
38152	Apple A1224 iMac Core 2 Duo 2.0GHz 20"	A1224 EMC 2266	COMPUTER		YM9135NZ6 MH	\$0.00
38810	Apple A1124 iMac Core 2 Duo 2.26 GHz 20" 16GB	A1124 EMC 2316	COMPUTER		H00101MUD MV	\$0.00
40121	Apple MacBook Core 2 Duo 2_26 GHz 13 inch A1342 Laptop	A1342 EMC 2350	LAPTOP		45021819FY N	\$0.00

Glenn L. Martin Elementary~Martin
Room Inventory Worksheet
 1/5/2026

33-TO RETIRE INVENTORY~BOE- RETIRE Holding				Room Type: VIRTUAL			
Tag	Product	Model	Product Type	Assigned To	Serial	Price	
40449	Apple MacBook Core 2 Duo 2_26 GHz 13 inch A1342 Laptop	A1342 EMC 2350	LAPTOP		45026AB7FY N	\$0.00	
41222	Apple A1124 iMac Core 2 Duo 2.26 GHz 20" 16GB	A1124 EMC 2316	COMPUTER		H010604KD WY	\$0.00	
42322	Apple MacBook Core 2 Duo 2_26 GHz 13 inch A1342 Laptop	A1342 EMC 2350	LAPTOP		4513431YF5 W	\$0.00	
42323	Apple MacBook Core 2 Duo 2_26 GHz 13 inch A1342 Laptop	A1342 EMC 2350	LAPTOP		4513431SF5 W	\$0.00	
42324	Apple MacBook Core 2 Duo 2_26 GHz 13 inch A1342 Laptop	A1342 EMC 2350	LAPTOP		4513431WF5 W	\$0.00	
42326	Apple MacBook Core 2 Duo 2_26 GHz 13 inch A1342 Laptop	A1342 EMC 2350	LAPTOP		4513437BF5 W	\$0.00	
42333	Apple MacBook Core 2 Duo 2_26 GHz 13 inch A1342 Laptop	A1342 EMC 2350	LAPTOP		45134377F5 W	\$0.00	
42335	Apple MacBook Core 2 Duo 2_26 GHz 13 inch A1342 Laptop	A1342 EMC 2350	LAPTOP		45134550F5 W	\$0.00	
42336	Apple MacBook Core 2 Duo 2_26 GHz 13 inch A1342 Laptop	A1342 EMC 2350	LAPTOP		45134539F5 W	\$0.00	

Glenn L. Martin Elementary~Martin
 Room Inventory Worksheet

1/5/2026

33-TO RETIRE INVENTORY~BOE- RETIRE Holding		Room Type: VIRTUAL				
Tag	Product	Model	Product Type	Assigned To	Serial	Price
42337	Apple MacBook Core 2 Duo 2_26 GHz 13 inch A1342 Laptop	A1342 EMC 2350	LAPTOP		451344D2F5 W	\$0.00
42341	Apple MacBook Core 2 Duo 2_26 GHz 13 inch A1342 Laptop	A1342 EMC 2350	LAPTOP		45134373F5 W	\$0.00
42344	Apple MacBook Core 2 Duo 2_26 GHz 13 inch A1342 Laptop	A1342 EMC 2350	LAPTOP		451342YKF5 W	\$0.00
42411	Apple A1124 iMac Core 2 Duo 2.26 GHz 20" 16GB	A1124 EMC 2316	COMPUTER		H01281PUH S6	\$0.00
42420	Apple A1124 iMac Core 2 Duo 2.26 GHz 20" 16GB	A1124 EMC 2316	COMPUTER		H01280JBHS 6	\$0.00
42425	Apple A1124 iMac Core 2 Duo 2.26 GHz 20" 16GB	A1124 EMC 2316	COMPUTER		H01281PSH S6	\$0.00
42431	Apple A1124 iMac Core 2 Duo 2.26 GHz 20" 16GB	A1124 EMC 2316	COMPUTER		H012630NH S6	\$0.00
42435	Apple A1124 iMac Core 2 Duo 2.26 GHz 20" 16GB	A1124 EMC 2316	COMPUTER		H01281D0H S6	\$0.00
45049	Apple 13 inch MacBook Pro Laptop	unknown	LAPTOP		C1MMWDXH DTY3	\$0.00
49019	Lenovo Chromebook	unknown	CHROMEBOOK		LR04SSE8	\$0.00
51061	Apple iMac Computer	unknown	COMPUTER		SC02RM04L GF1J	\$0.00

Glenn L. Martin Elementary~Martin
 Room Inventory Worksheet

1/5/2026

33-TO RETIRE INVENTORY~BOE- RETIRE Holding		Room Type: VIRTUAL				
Tag	Product	Model	Product Type	Assigned To	Serial	Price
51131	Apple iMac Computer	unknown	COMPUTER		SC02RL97V GF1J	\$0.00
6204	HP 11 G9 EE CRMBK w/Touchscreen/Google Mgmt	11 G9 EE	CHROMEBOOK	Kasey N Lowe	5CD237FH7 DC	\$0.00
S02925	Lenovo 100e Chromebook	100e	CHROMEBOOK		P202T1C0	\$0.00
S04998	Lenovo 100e 2nd Generation w/Google Chrome Mgmt.	100e 2nd Generation	CHROMEBOOK		MP1XLSBR	\$0.00

NCE



"Every Child, Every Day, Excellence in Every Way"

Science

Students in NCE's 8th grade recently brought learning to life through an engaging forensic science activity, placing the Grinch on trial! As part of their lesson, students explored the roles and responsibilities found in real courtroom and forensic careers.

Each student was assigned a real-world position, including attorneys, forensic investigators, witnesses, jurors, and court officials. Using evidence, logical reasoning, and critical thinking skills, students analyzed the case, presented arguments, and participated in a full mock trial.

After careful consideration of the evidence presented, the jury reached a verdict: the Grinch was found guilty! To make the experience even more memorable, our School Resource Officer (SRO) stepped in to escort the Grinch out of the courtroom, bringing the lesson to a fun and dramatic close.

This hands-on activity allowed students to apply science, communication, and problem-solving skills while gaining a deeper understanding of forensic science and the justice system.



Upcoming Events

January

- 8th Report Cards
8th grade - Ice Skating
4th grade- Chuckles
- 13th Parent Teacher Conferences
8th grade High School Meeting
- 15th Father Daughter Dance
- 19th No School (MLK)
- 21st 8th grade High School
Registration Due

February

- 12th Valentine Dance
- 16th Presidents' Day No School
- 24th Chick -fil-a Night



Ignite Your Imagination, Patriots!

Parent & Family Involvement

NCE was filled with holiday spirit during our Pancake Breakfast with Santa and Vendor Fair! Families, students, and community members gathered to enjoy a delicious pancake breakfast while spending time with Santa, creating joyful memories and festive photo opportunities.

In addition to breakfast, guests explored a variety of local vendors, shopping for unique gifts and supporting small businesses. The event provided a wonderful opportunity for the NCE community to come together, celebrate the season, and enjoy fellowship in a warm and welcoming atmosphere. Thank you to everyone who attended, volunteered, and helped make this event a success. It was a memorable day filled with food, fun, and holiday cheer at NCE!

STEAM

NCE students shared their talents during the Winter Music Program with a fun band performance. Pre-K students played bells and showed how they can keep a steady beat. Other students used basketballs, scarves, and body movements to go along with their winter songs. The mix of music and movement made the program exciting to watch and helped students show what they have learned in music class. Families and staff enjoyed the joyful winter performance.

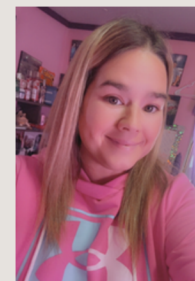


Teacher Feature

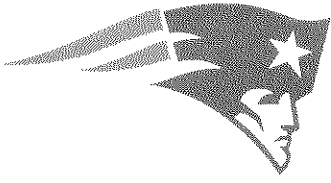


Hello! I am so excited to be the new third grade teacher at North Cumberland Elementary! I have a Masters' degree in Elementary Education and 23 years of teaching experience teaching kindergarten through third grade. I believe every child deserves to be challenged, supported, and celebrated as they work toward their personal best. On a personal note, my husband and I have two boys in the 8th and 6th grade who keep us very busy with basketball and track! We love living in Cumberland County and enjoy hiking, spending time outdoors, and traveling as a family. I am grateful to be a part of the North Cumberland community!

Paraprofessional Spotlight



Hi, my name is Tracy Adams, and I am excited to be a Teachers' Assistant at North Cumberland this year. I have two children, Sadie and Easton, that attend North Cumberland as well. My husband and I have been a couple since we were 12 years old. That totals 23 years! We have been married for 7 of those years. I love being at NCE because I know many of the students and staff. I enjoy being part of the students' daily learning and watching them growing and improving each day.



North Cumberland Elementary School

7657 Hwy. 127 N. ~ Crossville, Tennessee 38571

Ph. 931-484-5174 ~ Fax 931-707-5556

01.05.2026

Mary Jane M. Allen, Principal

Cumberland County Board of Education
368 4th Street
Crossville, TN 38571

Dear Members of the Board of Education,

I am writing this letter to explain an opportunity presented to me through a VEC grant. I have been awarded \$500.00 to support an Active Entry initiative at North Cumberland Elementary School. This grant will allow our school to utilize painting stencils, purchase paint and materials needed for safe paint removal and reapplication of an active entry for our student entering the building.

The Active Entry project will focus on creating clear, visually engaging markings that support positive student movement, reinforce behavioral expectations, and improve safety during car drop-off. These visuals will be placed in front of North Cumberland entry to help students begin each day with a smile.

I am writing this letter to request your acceptance of this VEC grant opportunity, which will directly support student safety, school climate, and a welcoming environment to begin each day.

Sincerely,

Mary Jane M. Allen

NCE Principal

"CHILDREN FIRST — EXCELLENCE ALWAYS"

Our mission at North Cumberland Elementary School is to provide a consistent, safe and positive atmosphere in which students will be empowered to learn and succeed as they face the challenges of life's journey.

CERTIFIED

New Hires:

Name	Location	Date	Replacing
Christine Quist	Central/District-Wide	12/15/25	120 Days
Sydney Cox	CCHS	11/25/25	Open Position
Bethany Barnes	MES	1/2/26	New Position
Melissa Casale	NCE	12/4/25	New Position
Brandy Lowe	PHS	1/2/26	Tracie Buckner
Blake Burnette	SMHS	1/2/26	Aaron Elmore
Kacie Moore	SMHS	1/2/26	K. Presson
Charity Barton	SCE	1/2/26	Brooke Mapes

Resignations/Retirements

Name	Location	Date	Status
Rachel McClanahan	SMHS	12/2/25	Resign

Transfers

Name	From/To	Date
Jacie Beaty	SES/SMHS	1/2/26

Terminations

Name	From/To	Date

CLASSIFIED

New Hires:

Name	Location	Date	Replacing
Hiedi Kiebelbeck	CCHS	11/24/25	Tina Lybarger
Michael Vigeant	COE	1/5/26	---
Ashley Tackett	COE	1/5/26	---
Mary Catherine Connors	HES	11/24/25	Darlene Wallace
Jennifer Dizzini	HES	11/18/25	William Sitarz
Maisie Phillips	MES	11/19/25	Bryant Moors
Tracy Adams	NCE	12/3/25	---
Jennifer Smith	PHS	12/2/25	---
Mary Bolles	PHS	12/12/25	Angela Barrier
Sarah Abel	SCE	1/5/26	Eunice Morgan
Samantha Lester	SCE	11/18/25	---
Jessica Payne	SES	12/11/25	---
Elizabeth Billups	Transportation	11/24/25	Robin King
Larry Pelfrey	Transportation	12/6/25	---

Resignations/Retirements:

Name	Location	Date	Status
Heather Dragon	PHS	12/19/25	Resign
Vivyanna Medina	SES	11/28/25	Resign
Cynthia Prater	HES	12/31/25	Retire
Eunice Morgan	SCE	1/6/26	Retire

Transfers

Name	From/To	Date
Sonya Delk	Food Service/Finance Director	11/17/25
Alyssah Pryor	NCE/HES	12/1/25

Terminations

Name	From/To	Date

CERTIFIED

New Hires:

Name	Location	Date	Replacing
Christine Quist	Central/District-Wide	12/15/25	120 Days
Sydney Cox	CCHS	11/25/25	Open Position
Bethany Barnes	MES	1/2/26	New Position
Melissa Casale	NCE	12/4/25	New Position
Brandy Lowe	PHS	1/2/26	Tracie Buckner
Blake Burnette	SMHS	1/2/26	Aaron Elmore
Kacie Moore	SMHS	1/2/26	K. Presson
Charity Barton	SCE	1/2/26	Brooke Mapes

Resignations/Retirements

Name	Location	Date	Status
Rachel McClanahan	SMHS	12/2/25	Resign

Transfers

Name	From/To	Date
Jacie Beaty	SES/SMHS	1/2/26

Terminations

Name	From/To	Date

CLASSIFIED

New Hires:

Name	Location	Date	Replacing
Hiedi Kiebelbeck	CCHS	11/24/25	Tina Lybarger
Michael Vigeant	COE	1/5/26	---
Ashley Tackett	COE	1/5/26	---
Mary Catherine Connors	HES	11/24/25	Darlene Wallace
Jennifer Dizzini	HES	11/18/25	William Sitarz
Maisie Phillips	MES	11/19/25	Bryant Moors
Tracy Adams	NCE	12/3/25	---
Jennifer Smith	PHS	12/2/25	---
Mary Bolles	PHS	12/12/25	Angela Barrier
Sarah Abel	SCE	1/5/26	Eunice Morgan
Samantha Lester	SCE	11/18/25	---
Jessica Payne	SES	12/11/25	---
Elizabeth Billups	Transportation	11/24/25	Robin King
Larry Pelfrey	Transportation	12/6/25	---

Resignations/Retirements:

Name	Location	Date	Status
Heather Dragon	PHS	12/19/25	Resign
Vivyanna Medina	SES	11/28/25	Resign
Cynthia Prater	HES	12/31/25	Retire
Eunice Morgan	SCE	1/6/26	Retire

Transfers

Name	From/To	Date
Sonya Delk	Food Service/Finance Director	11/17/25
Alyssah Pryor	NCE/HES	12/1/25

Terminations

Name	From/To	Date



Mitch Lowe, Principal

The Phoenix School
203 Taylor Street
Crossville, TN 38555

Phone: 931-456-1228
Fax: 931-456-9862

December 4, 2025

Dear Ladies and Gentlemen:

On behalf of The Phoenix Campus, I am requesting the retirement of the following surplus item by the Cumberland County Board of Education.

Item to retire: Apple MacBook Pro #51021

Please see the attached sheet.

Sincerely,



Sharon W. Miller
Assistant Principal

Room Number: 85-TO RETIRE
 Room Name: INVENTORY~BOE-RETIRE
 Holding
 Room Type: VIRTUAL

Room Inventory Report
 The Phoenix School

Date Printed: 12/4/2025

Staff Verification

Apple MacBook Pro		Product No.:	H281
  H281	Manufacturer: Apple	SKU:	
	Model: MacBook Pro	Projected Life: 0	
	Product Type: LAPTOP		
	Area: None	Notes:	
	Price: \$964.05	Hayes Conversion - 2020-09-02	
	Other 1:		
	Other 2:		
Other 3:			

Tags	Count:	Accessories	Price	Units
51021	1	Power Cord	\$0.00	0



FUNDRAISER AUTHORIZATION FORM

School Pleasant Hill Elementary

Fund/club/class account PHS PTO

Expected date of fundraiser 2/23/25 - 3/9/25
(Date must be **AFTER** Board and/or Director approval)

Proposed fundraising activities Selling popcorn

Method of fundraising (in-person, crowdfunding, etc.) in-person
(Crowdfunding is defined as "raising money online")

Proposed uses of funds raised school supplies, student + staff appreciation

(Any change in proposed uses of funds raised must be approved by the Director of Schools)

Expected student involvement (school-wide or specific school organization)
Schoolwide
(Fundraising activities that involve the participation of the entire student population in the selling of the fundraising items must be board approved)

Method by which school will receive profit cash, checks

Requested by Sarah Matthews / PTO President Date 11/24/25
Name/Title


Approved by Traci Burton Date 11-24-25
Principal

Approved by _____ Date _____
Director of Schools



February 2026

PINE VIEW ELEMENTARY

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5 NAEP TESTING 4th GRADE	6	7
8	9	10 Progress Reports go Home	11	12	13	14 
15	16 Presidents Day No School for Students Teacher In-Service Day	17 SPRING PICTURES	18	19	20 PTO VALENTINES DANCE	21
22	23	24 SCHOOL WIDE TRIP PLAYHOUSE	25	26 CAREER FAIR 1:00 - 3:00est	27	28

Pleasant Hill Elementary

February 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4 Chess Club Meets 3:00-4:00	5	6	7
8	9 Valentine Gram Forms go home CyberHornet Meeting 3:00-4:30	10	11	12	13 Valentine Grams will be passed out today	14
15	16 Teacher In-Service No School for Students	17	18 Cap & Gown Pictures (K & 8th grades only) Chess Club Meets 3:00-4:00	19	20	21
22	23 PTO Popcorn Fundraiser begins	24	25	26	27 Concessions will be sold today	28

****STUDENTS CAN NOT BE PICKED UP AFTER 2:15 FROM THE FRONT OFFICE****

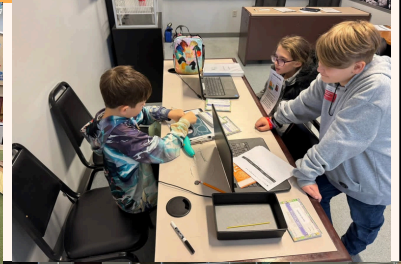
Pleasant Hill Elementary

JANUARY NEWS

PHS 5th Grade Runs the City!



After months of preparation from teachers and Junior Achievement Volunteers, 5th graders traveled to Oak Ridge to run the city!



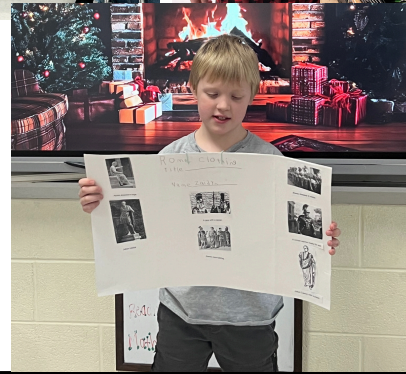
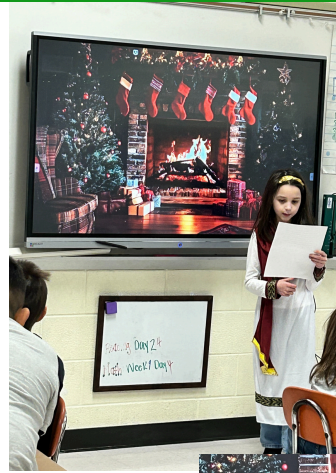
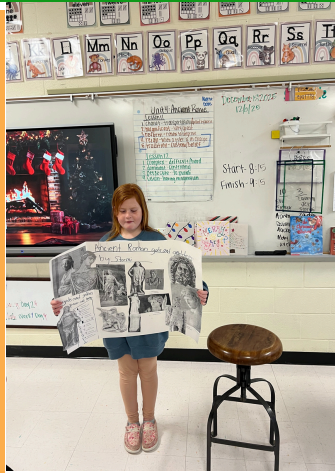
Pleasant Hill Elementary's Annual Winter Welcome Parade



January
2026

December Classroom Highlights

3rd Grade Studies
Ancient Rome
Students in Miss Hayley's class did research and presented on the ancient Roman Civilization.



The CyberHornet Club competed against 413 teams around the U.S. & Canada in the CyberPatriot State Round Competition. We are so proud of this teams accomplishments!



PHS Winter Band Concert

Around 50 PHS band members gathered to put on an amazing performance. Both beginning and advanced band took the spotlight, and they even performed a piece together. Their dedication and hard work paid off!



Pleasant Hill School

486 East Main Street
Crossville, TN 38571

Phone (931) 277-3677
Fax (931) 277-3880
Brandy Lowe, Interim Principal
Aaron Lewis, Interim Assistant Principal

January 7, 2025

Cumberland County Board of Education
Dr. Rebecca Farley
368 Fourth Street
Crossville, TN, 38555

Dear Dr. Farley and School Board Members:

The Pleasant Hill Elementary School 8th Grade class is seeking your approval to travel to Sevierville, Tennessee for our annual 8th grade trip.

Our plans are to leave the school as a group, via bus, on Sunday, May 17th and return, via bus, Wednesday, May 20th. We will be staying at the Wilderness of the Smokies Resort and have a full itinerary on file in the Pleasant Hill Elementary School office. We will have approximately 35 students and at least 4 faculty/staff chaperones attending.

This is a great opportunity to create lasting memories for our students before they move on to the next chapter of their lives.

Respectfully,

Julie Mahaney 8th Grade Teacher / Trip Co-coordinator

A handwritten signature in blue ink that reads "Julie Mahaney".

Jamie Atkinson 8th Grade Teacher/Trip Co-coordinator

A handwritten signature in blue ink that reads "Jamie Atkinson".

Issued:	Procedure:
April 2025	Policy Reference:
Field Trip and Excursions	
4.302 Exhibit B	

Cumberland County Schools Field Trip Request

In State/Pre-Approved _____ Overnight Out of State _____

This form is to be submitted to the principal and received in the appropriate Director's office 2 weeks prior to the date of the trip for approval. OUT OF STATE AND OVERNIGHT TRIPS MUST HAVE BOARD APPROVAL. YOU MUST SUBMIT THESE TRIPS 2 WEEKS PRIOR TO THE MONTHLY BOARD MEETING.

Parent permission slips must be obtained for all students making the trip, taken on the trip, and then afterward filed in the principal's office.

School Pleasant Hill Subject/Grade Level 8th
 Trip Requested By Julie Mahaney Date of Trip May 17th - May 20th
 Destination Sevierville - Wilderness City Sevierville State TN
 Departure Time 1:00 pm Return 2:30 pm Admission per student \$ 400
 Special Services: Check ALL that apply. Prior approval is required. School Nurse SpED Bus SpED Assistant
 Student has 504 plan Bus with Lift

School Nurse Signature Sahid Mathew SPED Signature Heather Perry

Please Check Type of Activity

- Academic Field Trip
- Incentive Field Trip
- School Clubs
- Band/Chorus
- Competition
- Sports
- Special Classroom Trip (Describe) _____
- Other 8th Grade Trip

Teachers Going: Julie Mahaney # of Students 35
Jamie Atkinson

TOTAL # of TEACHERS: 2 TOTAL # of STUDENTS 35

Additional Chaperones (If Needed) Thomas Henderson, Sarah Matthews

- Cafeteria (Notified) Signature S. Puge Purchase Order Requested
- Substitute Requested (If Needed) Sahid Mathew Permission Slip Obtained (Take on trip)

School Nurse Signature _____
 Sponsoring Teacher's Signature Julie Mahaney Cell Phone # 931-808-9183 Principal's Signature Bandy Lane Date 1/9/26

For Transportation Dept Only			
Drivers: 1) _____	2) _____	3) _____	4) _____
Beginning Mileage _____	Ending Mileage _____	Total Miles _____	
Amount to be paid to driver \$ _____		Amount for Fuel \$ _____	
Transportation Supervisor _____			

To be completed for out-of-state and overnight school sponsored trips only

Approved Denied _____

Director of Schools _____ Date of Board Approval _____

SMHS

Today

< > February 2026

Month

SUN Feb 1	MON 2	TUE 3	WED 4	THU 5	FRI 6	SAT 7	
	<ul style="list-style-type: none"> 3pm Boys Basketball Practice Var 3pm Wrestling Practice (Aux) 3pm Baseball Open Facility 	<ul style="list-style-type: none"> 3pm Wrestling Practice (Aux) 3pm Baseball Open Facility 5:30pm SMMS Boys Basketball Pr 6pm Basketball v White County H 	<ul style="list-style-type: none"> 10:30am Senior Latin Practice 3pm Boys Basketball Practice Var 3pm Wrestling Practice (Aux) 3pm Baseball Open Facility 	<ul style="list-style-type: none"> 10:30am Senior Latin celebration 3pm Wrestling Practice (Aux) 3pm Baseball Open Facility 5:30pm SMMS Boys Basketball Pr 6pm Basketball v Lenoir City 	<ul style="list-style-type: none"> 3pm Boys Basketball Practice Var 3pm Wrestling Regionals @ Warre 3pm Baseball Open Facility 3:30pm Children's Orchestra prac 	<ul style="list-style-type: none"> Wrestling Regionals @ Greensboro 6pm Basketball @ Clarkrange HS 	
8	<ul style="list-style-type: none"> 3pm Boys Basketball Practice Var 3pm Wrestling Practice (Aux) 3pm Baseball Open Facility 	<ul style="list-style-type: none"> FASFA Completion Day Assistance Progress Reports 3pm Parent/Teacher Conferences 3pm Wrestling Practice (Aux) 3pm Baseball Open Facility 2 more 	<ul style="list-style-type: none"> BOE Agenda deadline 3pm Boys Basketball Practice Var 3pm Wrestling Practice (Aux) 3pm Baseball Open Facility 	<ul style="list-style-type: none"> 9:10am STARS 12th 10:35am STARS 11th 3pm Wrestling Practice (Aux) 3pm Baseball Open Facility 3pm Faculty Meeting 2 more 	<ul style="list-style-type: none"> Wrestling post season hints Clubs MD Activity Schedule 11am SMHS Cheer Bake Sale 3pm Boys Basketball Practice Var 3pm Baseball Open Facility 3:30pm Children's Orchestra prac 	<ul style="list-style-type: none"> ACT Valentine's Day 	
15	<ul style="list-style-type: none"> Teacher In-Service #4 No Students Presidents' Day 7am PLC Department meetings 3pm Boys Basketball Practice Var 3pm Wrestling Practice (Aux) 3pm Baseball Open Facility 	<ul style="list-style-type: none"> 11:15am Grand Canyon Lunch Set 11:30am DOS Student Advisory M 3pm Boys Basketball Practice Var 3pm Wrestling Practice (Aux) 3pm Boys Basketball Practice Var 3pm Wrestling Practice (Aux) 2 more 	<ul style="list-style-type: none"> 3pm Boys Basketball Practice Var 3pm Wrestling Practice (Aux) 3pm Baseball Open Facility 	<ul style="list-style-type: none"> Wrestling State Tournament Franklin 2:30pm Post Season District 3pm Wrestling Practice (Aux) 3pm Baseball Open Facility 3pm Wrestling Practice (Aux) 3pm Baseball Open Facility 5:30pm SMMS Boys Basketball Pr 	<ul style="list-style-type: none"> Wrestling State Tournament 2:30pm Post Season District 3pm Baseball Open Facility 2 more 	<ul style="list-style-type: none"> Wrestling State Tournament 8am HS Baseball Rhea County Pla 	
22	<ul style="list-style-type: none"> 2:30pm Post Season District 3pm Baseball Open Facility 	<ul style="list-style-type: none"> District Ag Mechanics: Bonus/ MoC ASVAB Juniors 2:30pm Post Season District 3pm Baseball Open Facility 	<ul style="list-style-type: none"> 3pm Baseball Open Facility 	<ul style="list-style-type: none"> 3pm Baseball Open Facility 6pm BOE Meeting 	<ul style="list-style-type: none"> 2:30pm Post Season Region 3pm Baseball Open Facility 3:30pm Children's Orchestra prac 5:30pm MS Boys Soccer v Algood 	<ul style="list-style-type: none"> Football Play Day @ Rockwood 12pm York Scrimmage 	

JANUARY 2026 SMJHS NEWSLETTER

Celebrating our students



Sarah Bass signing to play golf at Tennessee Wesleyan University



Cadence Cox signing to play softball at the University of Tennessee - Martin



Bo Wattenbarger receives the 1st quarter student of the month award from the Lake Tansi Exchange Club

Panther Basketball



Upcoming Events

- 1/19 MLK day, No School

FEBRUARY



MON 2	TUE 3	WED 4	THU 5	FRI 6
<ul style="list-style-type: none"> 3pm Quest Club- Music Rm-1st Mond 	<ul style="list-style-type: none"> 3pm Kindness Club - 1st Tu - Gr2-5 3pm Kindness Club - RM104 - Gr2-5 		<ul style="list-style-type: none"> 7am FCS 7am FCS - 130 weekly 7am Kingdom Kids - Room 117 	<ul style="list-style-type: none"> 7am Chess Club - Bi Weekly Rm 104
9		11	12	13
			<ul style="list-style-type: none"> 7am FCS 7am FCS - 130 weekly 7am Kingdom Kids - Room 117 	<p>CONCESSION</p>
16	17	18	19	20
			<ul style="list-style-type: none"> 7am FCS 7am FCS - 130 weekly 7am Kingdom Kids - Room 117 6pm BOE Meeting 	<ul style="list-style-type: none"> 7am Chess Club - Bi Weekly Rm 104
		25	26	27
			<ul style="list-style-type: none"> 7am FCS 7am FCS - 130 weekly 7am Kingdom Kids - Room 117 	

December Newsletter



Thank you for voting! The South Christmas tree placed first in the Parade of Trees School Category. A special thanks to Mrs. Cook for setting up the tree and the families that voted!!



7th-grade string art was a huge success at SCE. Great job!!



All students had a great time learning about gun safety with the best SRO, Mr. Moose!



Boys bball championship

Congrats to our boys' basketball team, who won their championship and cruised to an undefeated record!



JANUARY						
MON	TUE	WED	THU	FRI	SAT	SUN
29	30	HAPPY NEW YEAR				
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

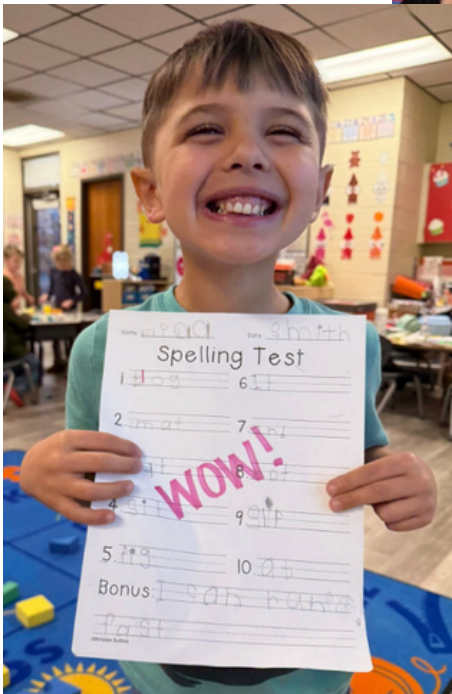
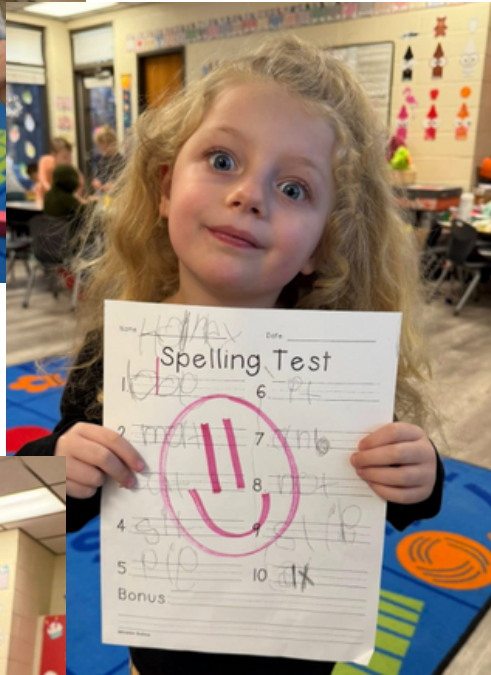
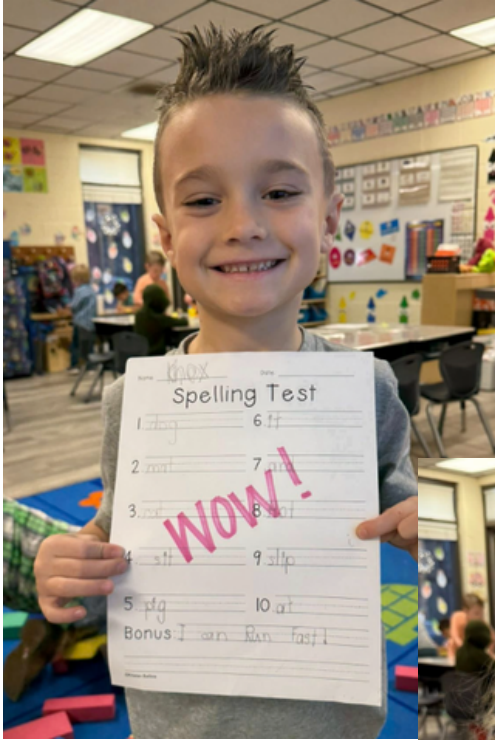


4th grade Scrap art



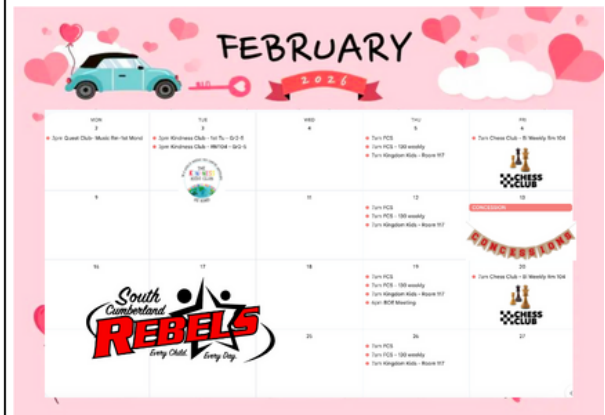
4th grade's creativity has no limits! Scrap wood creatures straight from their imagination!

Star Rebels at Work



SCE letter grade A for 24-25 school year!

South is so excited to be a letter grade A for the 24-25 school year. We want to thank teachers, staff, students, and families for helping make this happen!





South Cumberland Elementary School

3536 Lantana Rd.

Crossville, TN 38572

Telephone: 931-788-671 Fax: 931-788-1116

Principal: Dawn Hall

Assistant Principal: John Lewis

73-TO RETIRE INVENTORY~BOE- RETIRE Holding				Room Type: VIRTUAL			
Tag	Product	Model	Product Type	Other #1	Serial	Price	
S00775	Dell 3100 Chromebook Laptop w/Google Mgt	3100	CHROMEBOOK		2G386Y2	\$0.00	
S00814	Dell 3100 Chromebook Laptop w/Google Mgt	3100	CHROMEBOOK		6XV76Y2	\$0.00	
S03331	Lenovo 100e Chromebook	100e	CHROMEBOOK		YX00QT0H	\$0.00	
S03345	Lenovo 100e Chromebook	100e	CHROMEBOOK		P202UBRV	\$0.00	
S03371	Lenovo 100e Chromebook	100e	CHROMEBOOK		P202STFX	\$0.00	
S03389	Lenovo 100e Chromebook	100e	CHROMEBOOK		P202SSSC	\$0.00	
S04177	Lenovo 100e 2nd Generation w/Google Chrome Mgmt.	100e 2nd Generation	CHROMEBOOK		MP1XLGMM	\$0.00	
S05654	HP 11MK G9 EE CRMBK w/Google Management	MT8183C 4GB/32GB	CHROMEBOOK		5CD110LGK6	\$357.00	
S05749	HP 11MK G9 EE CRMBK w/Google Management	MT8183C 4GB/32GB	CHROMEBOOK		5CD110BY0T	\$357.00	
S05849	HP 11MK G9 EE CRMBK w/Google Management	MT8183C 4GB/32GB	CHROMEBOOK		5CD110L9K2	\$357.00	
S05958	HP 11MK G9 EE CRMBK w/Google Management	MT8183C 4GB/32GB	CHROMEBOOK		5CD110L9M5	\$357.00	
S06007	HP 11MK G9 EE CRMBK w/Google Management	MT8183C 4GB/32GB	CHROMEBOOK		5CD108M2M3	\$357.00	
45675	Apple 21 1/2 inch iMac Computer	unknown	COMPUTER		C02Q7007FY0T	\$0.00	
45699	Apple 21 1/2 inch iMac Computer	unknown	COMPUTER		C02Q64F7FY0T	\$0.00	
45720	Apple 21 1/2 inch iMac Computer	unknown	COMPUTER		C02Q719DFY0T	\$0.00	
S00172	Dell 3100 Chromebook Laptop w/Google Mgt	3100	CHROMEBOOK		2R186Y2	\$0.00	
S00277	Dell 3100 Chromebook Laptop w/Google Mgt	3100	CHROMEBOOK		4FQ56Y2	\$0.00	
S00320	Dell 3100 Chromebook Laptop w/Google Mgt	3100	CHROMEBOOK		BTPD7Y2	\$0.00	
S00635	Dell 3100 Chromebook Laptop w/Google Mgt	3100	CHROMEBOOK		923C7Y2	\$0.00	



February 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6 3rd grade to the Muse Mid-nine weeks	7
8	9	10 Progress Reports	11 Spring/Superlative Pictures	12 Canvas night 5:00-6:30	13	14
15	16 No School- Inservice day for teachers	17	18	19	20	21
22	23	24 ELPA testing	25 ELPA testing	26 ELPA testing	27 ELPA testing	28

STONE ELEMENTARY NEWS

HOME OF THE COYOTES



Amazing Coyote Staff

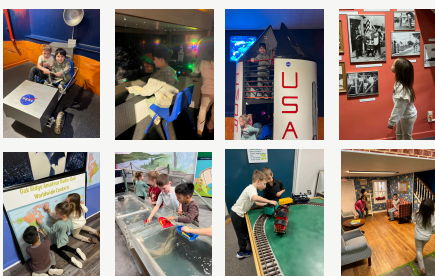
Pre-K News

Our PreK class enjoyed a month filled with celebration. We had a class pajama day in which we watched The Polar Express movie while munching on salty popcorn and sipping hot chocolate. We participated in the Winter Program by singing two holiday tunes and looking dazzling in our festive apparel. Our class was treated with a visit by Mrs. Laura Green and her husband, Brian, who brought their sweet dachshund doggies, Oscar Mayer and Luna Mae. Of course, Mrs. Laura brought us cookies along with a special learning toy for our class that looks exactly like Oscar! Our students created many crafts and sweet memories which made the season special to us all!



Kindergarten

Our kindergarteners had fun at the Oak Ridge Children's Museum.



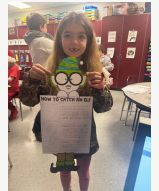
1st Grade

Our first graders enjoyed performing at our Winter Concert.



2nd Grade

Holiday fun with our 2nd graders. We had elf day with a special treat, gingerbread man day with a hunt for the gingerbread man, and christmas tree day.



3RD GRADE

Mrs. Carter's 3rd graders enjoyed decorating ornaments.



4th Grade

Our 4th graders enjoyed time creating candy cane crafts for the holidays.



5th Grade

On the last full day before break, 5th Grade students participated in a winter sowing project in conjunction with the Winter Solstice and the seed stratification process. Stay tuned for updates and progress reports. 🌸



School/Sports

Our boys basketball team enjoyed a trip to watch a UT basketball game.



JV cheer celebrated the end of their season with pizza, snacks, and a movie after school.



Career Technical Education classes



December Human Services and Careers guest speakers Meteorologist Mark Baldwin and Betty Mullis with CC EMS, lots of holiday baking, 5th grade went to BizTown, and Sixkiller and I matching in vintage track suits.

Special Area

Mrs. Lopez had a very busy month of December. Her middle school band students performed at Preserve, Life Care Center, and Wyndridge Nursing Homes to help spread holiday cheer. She also had a winter band performance and a winter concert.



Bigfoot Buddy of the Month

Abby has exceeded her Reading and Math goals. She had made great gains at attempting tasks that seem difficult.



SUBSTITUTES

<u>NAME</u>
Barnes, Bethany
Davis, Rachael
Fletcher, Hannah
Flury, Cheyane
Gallagher, Jackie
Jones, Abigail
O'Rourke, Jennifer
Ott, Sarah
Pinckley, Cara
Reagan, Rebecca
Siwka, Allyson
Webster, Patricia
Young, Jade

1/5/26

Cumberland County Schools Enrollment

Teachers

	Pre-K	SE	K	1	2	3	4	5	6	7	8	9	10	11	12	Total	K-3	4-6	7-8	K	1	2	3	
Brown	20	15	47	67	50	56	71	46	59	68	64					563	220	176	132	3	3	3	3	
Crab Orchard	19	28	37	40	37	45	38	58	42	47	38					429	159	138	85	2	2	2	* 3	
Homestead	40	57	59	73	64	71	60	65	54	76	81					700	267	179	157	3	4	3	4	
Martin	38	31	55	79	72	68	66	68	83	72	68					700	274	217	140	* 3	4	4	3	
North	19	0	54	45	55	49	39	61	51	59	58					490	203	151	117	3	2	3	2	
Pine View	12	0	20	15	24	18	12	24	18	15	17					175	77	54	32	1	1	1	1	
Pleasant Hill	20	0	54	66	56	54	57	54	55	52	52					520	230	166	104	3	3	3	3	
South	20	14	42	61	61	64	63	60	67	73	55					580	228	190	128	3	3	3	3	
Stone	20	42	46	63	59	69	48	74	72	76	55					624	237	194	131	3	3	3	3	
CCHS		22										273	224	222	209	950	0	0	0					
SMHS		13										277	242	230	238	1000	0	0	0					
Phoenix															78	78	0	0	0					
Alt. School																	0	0	0					
Total	208	222	414	509	478	494	454	510	501	538	488	550	466	452	447	78	6809	1895	1465	1026	21	25	25	22

* Class size reduction