

Bedford County Board of Education
November 16, 2021 5:30 PM
Central Office Board Room

I. **PROCEDURAL ITEMS**

- A. Call to Order
- B. Moment of Silence
- C. Pledge of Allegiance - Abby Smith from Thomas Magnet, Maddy Featherstone & Tipton McGee from Cascade Elem.
- D. Opening Remarks

II. **CONSENT AGENDA**

- A. Approval of Agenda
- B. Minutes from October Monthly Meeting
- C. SCHS Field Trips
- D. Cascade High Field Trip
- E. Policies for Review
 - 1. Policy 3.403 Traffic and Parking Controls
 - 2. Policy 4.208 Adult Education Program
 - 3. Policy 4.211 Work Based Learning Program
 - 4. Policy 4.210 Credit Recovery
 - 5. Policy 4.302 Field Trips/Excursions/Competitions
 - 6. Policy 4.404 Use of Copyrighted Materials
 - 7. Policy 4.405 Employee-Developed Materials
 - 8. Policy 4.502 Family and Community Engagement
 - 9. Policy 4.503 Parent Organizations/Booster Clubs

10. Policy 4.602 Class Ranking
11. Policy 4.605 Graduation Requirements
12. Policy 4.606 Graduation Activities
13. Policy 4.702 Evaluations of Instructional Program
14. Policy 4.803 Recognition of Religious Beliefs, Customs and Holidays
15. Policy 4.804 Religious Content of Courses

III. **COMMUNICATIONS**

IV. **PRESENTATIONS**

- A. Cascade Elementary Level 5 School
- B. Shane Reeves and Pat Marsh

V. **ACTION ITEMS**

- A. Local Education Agency Compliance Report
- B. Next step for new elementary school
- C. Policy 1.2021 Board Code of Conduct
- D. Policy 3.218 Service Animals in District Facilities
- E. Policy 4.100 Instructional Goals
- F. Policy 4.207 English Learners
- G. Policy 4.209 Alternate Credit Options
- H. Policy 4.212 Virtual Education Program
- I. Policy 4.407 Web Pages/Websites
- J. Policy 4.501 School Volunteers
- K. Policy 4.701 Test Security
- L. Policy 4.800 Controversial Issues

M. Policy 4.801 Controversial Materials

N. **Outdated Policies**

1. Policy 4.408 VCR Films
2. Policy 4.500 Community Instructional Resources
3. Policy 4.3011 Volunteer Coaches
4. Policy 4.2021 Class Size
5. Policy 4.2091 Alternative Credit Options for Adult Education
6. Policy 4.203 Extended Programs
7. Policy 4.2081 Out of School Experiences Credit for Adult Education Students

O. Bid Number 22-23 HVAC Filters

P. Bid Number 22-24 School Psychologist

Q. Bid Number 22-25 Athletic Trainer Services

R. October Monthly Financial Report

S. ****Added to Action Items during Board Meeting****
Lease Agreements
Cascade and Liberty

T. ****Added to Action Items during Board Meeting****
Policy 4.300 Extracurricular Activities

VI. **REPORT ITEMS**

A. Monthly Tax Analysis

B. Attendance Report

C. Executive Committee Report

1. Surplus - Central Office

D. Superintendent's Report

VII. **OTHER BUSINESS**

A. Additional Acknowledgements

B. FYI - Expenditures

C. FYI - Personnel

VIII. **ADJOURNMENT**

Bedford County Board of Education

October 19, 2021 5:30 PM

Community High School Library

In Attendance: Andrea Anderson: Present, John Boutwell: Present, Mr. David Brown: Present, Nicole Cashion: Present, Michael Cook: Present, Brian Crews: Present, Mr. Glenn Forsee: Present, Diane Neeley: Present, Dan Reed: Present.

I. PROCEDURAL ITEMS Procedural Item	
A. Call to Order Action Item Meeting began at 5:47pm	Michael Cook
B. Moment of Silence Procedural Item	
C. Pledge of Allegiance - Southside Elementary - Lane Canady Procedural Item	
D. Opening Remarks Procedural Item	
II. CONSENT AGENDA Action Item	Michael Cook
A. Approval of Agenda Action Item	
B. Minutes from September Monthly Meeting Action Item	
C. Policy 3.100 Business Management Goals Consent Agenda	
D. 3.200 Building and Grounds Management Consent Agenda	
E. 3.201 Safety Consent Agenda	
F. 3.202 Emergency Preparedness Plan Consent Agenda	
G. 3.203 Crisis Management Consent Agenda	
H. 3.206 Community Use of School Facilities Consent Agenda	
I. 3.210 Naming of School Facilities and Memorials, Honors, Awards, and Recognitions Consent Agenda	
J. 3.212 District Water Testing Consent Agenda	
K. 3.211 Energy Management Consent Agenda	
L. 3.218 Service Animals in District Facilities Consent Agenda	
M. 3.300 Equipment and Supplies Management Consent Agenda	
N. 3.402 Special Use of School Vehicles Consent Agenda	
O. 3.601 Student Insurance Program Consent Agenda	
III. COMMUNICATIONS Information Item	Carol Garrette
IV. PRESENTATIONS	

Information Item	
A. Recognition of Level 5 Teachers Information Item	Michael Cook
B. Recognition of Level 5 Schools Action Item	
V. ACTION ITEMS Action Item	
A. Contract for Land Purchase Action Item Motion to approve Land Contract. This motion made by John Boutwell and seconded by Brian Crews. Passed. Yea: 8, Nay: 0, Abstain (With Conflict): 1 Glenn - Has the rezoning timeframe been verified yet? Tammy - that would be during the due diligence period, and we feel like we can get it done according to Mr. Bobo. Glenn - Will there be a report back to us at a near board meeting for about the design of the school? Tammy - Absolutely, there will be reports along the way. I would also like to take some tours of some buildings the architect has designed.	Michael Cook
B. Delegate Selection Action Item Motion to vote that Diane Neeley, Michael Cook, Andrea Anderson and David Brown as delegates and Brian Crews and Dan Reed as alternates.. This motion made by Nicole Cashion and seconded by Brian Crews. Passed. Yea: 9, Nay: 0	Michael Cook
C. Policy 1.106 Code of Ethics Action Item Motion to approve policy changes. This motion made by Mr. David Brown and seconded by Diane Neeley. Passed. Yea: 9, Nay: 0 Tammy - I request that the chairman create a committee for the code of ethics at the next board meeting.	Tammy Garrett
D. Policy 1.2021 Board Code of Conduct Action Item Motion to approve changes of policy. This motion made by Dan Reed and seconded by Diane Neeley. Passed. Yea: 9, Nay: 0	Tammy Garrett
E. Policy 3.208 Facilities Planning Action Item Motion to approve policy. This motion made by Brian Crews and seconded by Mr. Glenn Forsee. Passed. Yea: 9, Nay: 0	Tammy Garrett
F. Policy 3.600 Insurance Management Action Item Motion to approve policy changes. This motion made by Andrea Anderson and seconded by Diane Neeley. Passed. Yea: 9, Nay: 0	Tammy Garrett
G. Policy 4.201 Basic Curriculum Program Action Item Motion to approve policy changes. This motion made by Mr. David Brown and seconded by Dan Reed. Passed. Yea: 9, Nay: 0	Tammy Garrett
H. Policy 4.406 Acceptable Use Action Item	Tammy Garrett

<p>Motion to approve policy additions. This motion made by Mr. Glenn Forsee and seconded by Diane Neeley. Passed. Yea: 9, Nay: 0</p>	
<p>I. FY2022 Homeless 2.0 Action Item Motion to vote for grants all together. This motion made by John Boutwell and seconded by Dan Reed. Passed. Yea: 9, Nay: 0 Motion to approve grant carryover. This motion made by Andrea Anderson and seconded by John Boutwell. Passed. Yea: 9, Nay: 0</p>	
<p>J. FY2022 ESSER 2.0 Action Item Motion to approve grant carryover. This motion made by Andrea Anderson and seconded by John Boutwell. Passed. Yea: 9, Nay: 0</p>	
<p>K. FY2022 Early Lit. Networks Action Item Motion to approve grant carryover. This motion made by Andrea Anderson and seconded by John Boutwell. Passed. Yea: 9, Nay: 0</p>	
<p>L. FY 2022 CTE Perkins Basic Action Item Motion to approve grant carryover. This motion made by Andrea Anderson and seconded by John Boutwell. Passed. Yea: 9, Nay: 0</p>	
<p>M. FY 2022 Admin Pool Action Item Motion to approve grant carryover. This motion made by Andrea Anderson and seconded by John Boutwell. Passed. Yea: 9, Nay: 0</p>	
<p>N. FY 2022 Title I, Part A Action Item Motion to approve grant carryover. This motion made by Andrea Anderson and seconded by John Boutwell. Passed. Yea: 9, Nay: 0</p>	
<p>O. FY 2022 Title I-D LEA Action Item Motion to approve grant carryover. This motion made by Andrea Anderson and seconded by John Boutwell. Passed. Yea: 9, Nay: 0</p>	
<p>P. FY 2022 Title II-A Action Item Motion to approve grant carryover. This motion made by Andrea Anderson and seconded by John Boutwell. Passed. Yea: 9, Nay: 0</p>	
<p>Q. FY 2022 Title III Action Item Motion to approve grant carryover. This motion made by Andrea Anderson and seconded by John Boutwell. Passed. Yea: 9, Nay: 0</p>	
<p>R. FY 2022 Title V Action Item Motion to approve grant carryover. This motion made by Andrea Anderson and seconded by John Boutwell. Passed.</p>	

Yea: 9, Nay: 0	
S. FY 2022 IDEA, Part B Action Item Motion to approve grant carryover. This motion made by Andrea Anderson and seconded by John Boutwell. Passed. Yea: 9, Nay: 0	
T. FY 2022 IDEA Preschool Action Item Motion to approve grant carryover. This motion made by Andrea Anderson and seconded by John Boutwell. Passed. Yea: 9, Nay: 0	
U. FY 2022 IDEA Partnership for Systemic Change - Implementation Grant Renewal Action Item Motion to approve grant carryover. This motion made by Andrea Anderson and seconded by John Boutwell. Passed. Yea: 9, Nay: 0	
V. Budget Amendment No. 1 Action Item Motion to approve budget amendment. This motion made by Dan Reed and seconded by Brian Crews. Passed. Yea: 9, Nay: 0 Tammy- I know we had some questions about supplements for the elementary basketball coaches and the \$25,000 for our high schools and Liberty School, it is in there correct? Robert- Correct, that came out of the nurses' line because that is federal money. Diane- Somehow we are sharing our maintenance dept. with the county. How is that reimbursed? Robert - We have our own people now, but they have a log and we would reimburse for those hours and benefits and they spend that salary out of the line item and we will reimburse it and put it back. Diane - Where do we see where we paid it and then reimbursed? Robert - It would be out of a salary line item but we reimburse it, so it goes right back in there. Diane - I get that but I would really like to see the tracking on that. Robert - I actually have copies of the invoices with me. Diane - OK, yea, I think that would be good. I think we need to know what's going out and what's going back in. Robert - It is 100% reimbursed. Diane - That's fine, I am not saying it's not, I would just like to see it. Robert - Well, we do track it. Diane - Well, I just want to see it. Robert - I have it with me.	Robert Daniel
W. Quarterly Financials Action Item Motion to approve quarterly financials. This motion made by Mr. Glenn Forsee and seconded by Dan Reed. Passed. Yea: 9, Nay: 0	Robert Daniel
X. September Monthly Financial Report Action Item Motion to approve monthly financials. This motion made by Dan Reed and seconded by Brian Crews. Passed. Yea: 9, Nay: 0	
VI. REPORT ITEMS Report Item	
A. Monthly Tax Analysis	

Report Item	
B. Executive Committee Report Report Item	
C. Superintendent's Report Report Item	
VII. OTHER BUSINESS Action Item	
A. Additional Acknowledgements Information Item	
B. FYI - Expenditures Information Item	
C. FYI - Personnel Information Item	
VIII. ADJOURNMENT Action Item Motion to Adjourn. This motion made by Mr. Glenn Forsee and seconded by John Boutwell. Passed. Yea: 9, Nay: 0	

Bedford County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Traffic and Parking Controls	Descriptor Code: 3.403	Issued Date: 08/20/98
		Rescinds: EBBE/IGFF	Issued: 09/01/88 05/17/88

- 1 The principal of each school shall develop and implement a plan to ensure maximum vehicular and
2 pedestrian safety for his/her campus and shall submit it to the superintendent for approval. The plan
3 shall include a sketch showing various parking areas, traffic flow, areas reserved for school bus
4 loading and unloading; the location of any safety hazards as areas to be avoided by vehicles or
5 students; and dismissal times for car and bus students.
- 6 Students who ride bicycles or drive motor vehicles to school must leave the vehicles parked in
7 designated areas until the end of the school day, unless permission is obtained from the principal to use
8 said vehicle.
- 9 Parking regulations for each school will be developed by the principal and published in the school
10 handbook

Cross References:

Code of Behavior and Discipline 6.300

Interrogations and Searches 6.303

Suspension/Expulsion/Remand 6.316

Automobile Use 3.403.1 (AP)

Bedford County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Adult Education Program	Descriptor Code: 4.208	Issued Date: 10/26/00
		Rescinds: 4.208	Issued: 08/20/98

- 1 An Adult Education Program shall be provided to enable students and out-of-school youth 17 years of
- 2 age and over to meet high school graduation requirements and receive a high school diploma.¹
- 3 The Board will appoint a member of the staff to coordinate, plan and develop the program.
- 4 Written parental permission and the approval of the coordinator is required for those students under 18
- 5 years of age, who have been out of school for a maximum of six (6) months..

Legal Reference:

1. TCA 49-6-501

Bedford County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: <h2 style="text-align: center;">Work Based Learning Program</h2>	Descriptor Code: 4.211	Issued Date: 10/18/16
		Rescinds:	Issued:

- 1 Students shall have access to a system of structured work-based learning (WBL) experiences that allow
- 2 them to apply classroom theories to practical problems as well as explore career options.

- 3 The superintendent of schools shall develop administrative procedures to govern the efficient
- 4 administration of the WLB program.¹ Such procedures shall include, among other things, a process of
- 5 evaluation and assessment of the program to ensure that it is of high quality and meets the needs of
- 6 students.

Legal References

1. State Board of Education Policy 2.103

Cross References

Bedford County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Credit Recovery	Descriptor Code: 4.210	Issued Date: 01/21/20
		Rescinds: 4.210 JA	Issued: 11/19/98

1 *General*¹

2 The Superintendent of Schools shall ensure that credit recovery facilitators receive training regarding
3 course organization, online instruction management, and related technology.

4 Credit recovery teachers shall comply with all State Board of Education certification requirements.¹

5 **ADMISSION AND REMOVAL**²

6 No student shall be admitted to or otherwise enrolled in credit recovery courses unless:

- 7 1. The student's parent/guardian gives written consent for the student to enroll in the proposed
8 credit recovery course. Parent(s)/guardian(s) shall be informed that not all postsecondary
9 institutions will accept credit recovery courses for credit and that the NCAA Clearinghouse will
10 not accept credit recovery courses for credit; and
11
12 2. The student has previously taken an initial, non-credit recovery section of the proposed course
13 and received a grade of at least fifty percent (50%). Students who receive a grade of below fifty
14 percent (50%) in the non-credit recovery section of the course must re-take the course.

15 If a student is seeking to recover credit for the first semester of a two-semester course, the student may
16 not receive the full credit for the course until he/she has enrolled in and passed the second semester of
17 the course and taken any applicable End of Course examinations.

18 The Board shall track students enrolled in credit recovery courses as directed by the Tennessee
19 Department of Education.

20 **INSTRUCTION AND CONTENT**³

21 Credit recovery teachers shall work closely with credit recovery facilitators to correlate class content
22 and instruction.

23 The Superintendent of Schools shall ensure that all credit recovery courses:

- 24 1. Align with Tennessee's current academic standards for the relevant course content area, as
25 approved by the State Board of Education; and
26
27 2. Differentiate instruction to address individual student growth needs based on diagnostic
28 assessment or End of Course data.

1 Students in credit recovery programs shall:

- 2 1. Complete a course skill-specific diagnostic to determine skill-specific goals;
- 3
- 4 2. Meet individual skill-specific goals in a flexible time frame as established by identified student
- 5 need; and
- 6
- 7 3. Master all individualized skill-specific goals as established by the diagnostic process in order to
- 8 earn credit.

9 **GRADES⁴**

10 Students passing credit recovery shall receive a grade of seventy percent (70%). Grades awarded in
11 credit recovery courses shall adhere to the State Board of Education's Uniform Grading Policy.⁵

Legal References

1. SBOE Policy 2.103(7)(b)
2. SBOE Policy 2.103(7)(c)
3. SBOE Policy 2.103(7)(d)
4. SBOE Policy 2.103(7)(e)
5. SBOE Policy 3.301

Cross References

Grading System 4.600
Promotion and Retention 4.603

Bedford County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Field Trips/Excursions/Competitions	Descriptor Code: 4.302	Issued Date: 02/18/20
		Rescinds: 4.302	Issued: 10/25/01

1 Field trips designed to stimulate student interest and inquiry and to provide opportunities for social
2 growth and development are considered appropriate extensions of the classroom.

3 To be educationally beneficial, a field trip requires thoughtful selection, careful advance preparation of
4 the class, and opportunities for students to summarize the experience at the conclusion of the trip. To
5 this end, teachers and principals will be expected to consider the following factors in selecting field
6 trips:

- 7 1. Value of the activity to the particular class group or groups;
- 8 2. Relationship of the field trip activity to a particular aspect of classroom instruction;
- 9 3. Suitability of the activity and distance traveled in terms of the age level;
- 10 4. Mode and availability of transportation; and
- 11 5. Cost.

12 The following guidelines shall be followed in planning and conducting field trips and excursions:

- 13 1. Any teacher desiring to take a group of students on an educational field trip must obtain
14 advance approval of the principal;
- 15 2. The trip must have a definite purpose and reflect careful planning. Students should be prepared
16 by general class discussion and/or research;
- 17 3. If bus transportation is required, the principal or his/her designee shall make the necessary
18 arrangements. A fee will be charged to the school for mileage when school system buses are
19 used;
- 20 4. Signed parental permission forms must be obtained for every student making an off-campus
21 trip beyond the immediate vicinity of the school. The principal shall ensure that these forms
22 are kept on file for the remainder of the school year. The form for parental permission must
23 include: purpose, date, time of departure and return, travel plans, destination, number of
24 chaperones, personal expense involved, rules of conduct and penalties for violation, and other
25 facts necessary for parents to be fully informed. This information is to be completed by the
26 school before the form is signed by the parent;
- 27 5. Overnight educational trips and chaperones must be approved by the principal in advance.
28 These groups must be accompanied by at least one regular staff member and others from the
29 school who are appropriate for adequate supervision and shall be responsible for student
30 conduct while away. There must be at least one female and one male chaperone if the trip is
31 for a mixed group;
- 32 6. Students shall not be penalized for participating in approved school-sponsored trips and
33 activities. Teachers shall permit students to make up class assignments missed because of a trip
34 or activity;

- 1 7. All accidents that occur on a school-sponsored trip must be reported by the teacher to the
2 principal immediately upon returning to school. Serious accidents involving personal injury
3 must be reported immediately to the principal and/or superintendent. An emergency shall be
4 dealt with promptly by the teacher or other members of the school staff by taking appropriate
5 action, including sending the student to the hospital or summoning medical aid or ambulance.
6 In cases where it is necessary to send the student to the hospital, reasonable effort must be
7 made to notify the parents.
- 8 8. Any school-sponsored trip not meeting the “educationally beneficial” criteria as defined in this
9 section must have prior approval of the superintendent or his/her designee;
- 10 9. Any non-athletic school-sponsored trip which is out of-state and overnight must have prior
11 approval by the Board.
- 12

13 **INDEPENDENTLY PLANNED TRIPS**

14 Trips privately planned by school district employees, acting outside the scope of their employment, are
15 not authorized by the school district.

16 These trips are not approved by the Board and are not considered a part of the curriculum. Total
17 responsibility for privately planned trips rests with the chaperone(s) as well as with the
18 parent(s)/guardian(s) of the students participating in the trip. The following restrictions shall apply:

- 19 1. Board funds or resources shall not be used;
- 20 2. School district materials shall not be used;
- 21 3. The Board shall not assume any liability;
- 22 4. Employees are not authorized to act on behalf of the school district;
- 23 5. Recruitment efforts made by an employee shall not occur during the instructional school day;
24 and
- 25 6. Absences caused by participation in privately planned trips shall be considered unexcused.

Cross References

Extracurricular Activities 4.300
Attendance 6.200
Field Trips 4.302.1 (AP)
Parental Permission Form 4.302.2 (AP)
Application for Educational Trip 4.302.3 (AP)
Band Trips 4.302.4 (AP)
Band Participation Agreement 4.302.5 (AP)
Overnight and/or Out-of-State Trip Request 4.302.6 (AP)
Parental Consent for Overnight and/or Out of State Trip
and Travel Manifest 4.302.7 (AP)

Bedford County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Use of Copyrighted Materials	Descriptor Code: 4.404	Issued Date: 08/20/98
		Rescinds: IFAE	Issued: 10/27/94

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 copyrighted materials;¹
- 6 2. In the case of computer software, the ethical and practical problems caused by computer
7 software piracy shall be taught in all computer courses;
- 8 3. The superintendent shall establish specific regulations regarding the copying, distribution and
9 use of copyrighted materials for instructional purposes; and
- 10 4. The principal of each school shall establish practices which will enforce this policy at the
11 school level.
- 12 5. The superintendent/designee shall be responsible for providing a copy of this policy to all
13 school system employees.

14 Any employee found not adhering to provisions regarding the copying and/or the use of copyrighted
15 materials shall be subject to sanctions, including, but not limited to warning, suspension, or
16 termination.

Legal Reference:

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

Cross References:

- Web Pages 4.407
VCR Films 4.408
Duplicating Copyrighted Materials 4.404.1 (AP)

Bedford County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Employee-Developed Materials	Descriptor Code: 4.405	Issued Date: 08/20/98
		Rescinds: IFAG	Issued: 01/21/88

1 Materials developed as part of regular employment are equally the properties of the school system and
2 the employees.

3 School-owned equipment, including computers, may be used for developing and writing programs that
4 will be used as part of the instructional program or for administrative purposes. The school system
5 shall maintain full use of all educational or administrative materials, software, manuals and related
6 materials developed by school system employees during which time they are being compensated. No
7 other compensation to the school system shall be required.

8 The superintendent of schools shall ensure that a contractual agreement shall be executed between the
9 employee and the Board when requested by the Board and/or the employee.

10 Educational materials created by the employee during the employee's leisure hours when the employee
11 is not fulfilling contractual duties to the school system are the property of the employee.

12 Teacher-made materials, charts, laminated materials, etc., are the property of the school if developed
13 from materials purchased by the school and/or school system. All such materials will remain in the
14 classroom when personnel changes occur. (Exception: When the administrator makes a change in the
15 grade assigned to that classroom; it may be necessary to transfer materials to another room.)

Cross Reference:

Web Pages 4.407

Bedford County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: <h2 style="margin: 0;">Family and Community Engagement</h2>	Descriptor Code: 4.502	Issued Date: 11/20/18
		Rescinds: 4.502	Issued: 08/08/11

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
 6 the provisions of this policy in improving the quality of schools. Such an evaluation shall
 7 strive to identify any barriers to greater participation by parents (with particular attention to
 8 parents who are economically disadvantaged, are disabled, have limited English
 9 proficiency, have limited literacy, or are of any racial or ethnic minority background).
- 10 • The school district shall provide the coordination, technical assistance, and other necessary
 11 support to assist individual schools with planning and implementing parental involvement
 12 activities.
- 13 • The school district shall involve parents with the development of required educational or
 14 improvement plans.
- 15 • The school district shall coordinate and integrate parental involvement strategies with those
 16 associated with other federal or state programs.
- 17 • The school district shall put into operation activities and procedures for the involvement of
 18 parents in all of its schools.² Those programs, activities, and procedures will be planned and
 19 operated with meaningful consultation with parents.
- 20 • The school district shall ensure that activities and strategies are implemented to support this
 21 policy and included in the district plan.
- 22 • The district improvement plan shall include strategies for parental participation in the
 23 district’s schools which are designed to improve parent and teacher cooperation in such
 24 areas as homework, attendance, discipline, and higher education opportunities for students.
- 25 • The district plan shall include procedures to enable parents to learn about the course of
 26 study of their children and have access to all learning materials.
- 27 • The district plan shall identify opportunities for parents to participate in and support
 28 classroom instruction in the school. Such opportunities include, but are not limited to,
 29 organizing fundraising activities, volunteering as a field trip chaperone, assisting in the
 30 library, computer lab, or on the playground, offering after-school clubs, and recycling
 31 clothes.
- 32 • If the school district’s plan is not satisfactory to parents, the school district shall submit
 33 parental comments regarding the plan to the State Department of Education as required.
- 34 • The school district shall ensure Title I schools are in compliance with the *Every Student*
 35 *Succeeds Act*.

1 The Superintendent is authorized to implement any procedures necessary to accomplish the goals of
2 this policy.

3 **SUPPORT FOR PROGRAM**

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

7 **SCHOOL LEVEL POLICY**

8 Each school shall submit to the Superintendent and Board, for review and comment, its Title I school
9 parent involvement policy, which must meet state and federal requirements, including a school-parent
10 compact. This school level policy shall be developed jointly, with, and distributed by the school to
11 parents of participating students. A copy of these documents shall be retained in the district office and
12 made available on the schools' and school system's website.

13 **FAMILY-SCHOOL PARTNERSHIPS¹**

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

- 16 • Families are welcomed into the school community;
- 17 • Families and school staff should engage in regular and meaningful communication about
18 student learning;
- 19 • Families and school staff work together to support student learning and development;
- 20 • Families are informed and encouraged to be advocates for students;
- 21 • Families are full partners in the decisions that affect children and families; and
- 22 • Community, civic, and business resources are made available to strengthen school
23 programs, family practices, and student learning.

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

Bedford County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Parent Organizations/ Booster Clubs	Descriptor Code: 4.503	Issued Date: 11/19/98
		Rescinds: 4.603	Issued: 08/20/98

1 Booster clubs and parent organizations are encouraged to promote a positive relationship between the
2 school and the community. The primary purpose of these organizations is to assist and support the
3 school in recognizing and promoting students' activities. The principal is responsible for maintaining
4 close communication with such organizations to ensure the organizations' goals are in compliance with
5 board policies. After receiving the superintendent's recommendation, the following criteria will be
6 used in determining if an organization will be recognized (sanctioned) by the Board as a viable booster
7 club or parent organization.

8 1. The organization must be managed or operated by adults, rather than students, and will present
9 its by-laws and/or constitution to the Board or designee. These will clearly identify the
10 organization as a parent organization or booster club separate from school district student
11 organizations and will provide details of the structure of the organization including:

- 12 • officers and their duties
- 13 • election of officers and term limits
- 14 • purpose and goals
- 15 • dues structure, if any
- 16 • intended use of funds generated by the organization

17 2. The organization must include one representative from the school faculty as a voting member.

18 3. No fund raising activities will be conducted within the school by the organization during
19 school hours and students will not participate in fund raising during regular class periods.

20 4. The organization may not use school materials in advertising its activities. Use of school
21 property by the organization for its activities will meet all regulations established by the Board.

22 5. All funds raised by the organization will be used to achieve the stated purposes and goals of the
23 organization. No administrative fees or stipends to officers or others will be permitted.

24 6. The organization must maintain bank, financial, and tax exempt status separate from the school.
25 The organization will provide to the principal, annually (or upon request to the Superintendent

- 1 and/or Board) records or detailed treasurer's report.
- 2 7. Any plan, project or movement instituted to expand, modernize, renovate, or render
3 maintenance to school-controlled and/or owned properties, or provide academic achievement
4 awards and other educational recognition to students or student bodies will be presented to the
5 Board in official session for its consideration, comment, evaluation, approval and sponsorship.
6 This must be done before any public announcement is made.
- 7 8. In no manner will board sanctioning of an organization preclude the organization from
8 compliance with state and federal laws as they pertain to equal opportunity and treatment of
9 all students. Gifts or services provided to the school should benefit both boys' and girls'
10 activities.¹
- 11 9. The Board reserves the right to revoke the sanctioning of any organization if it is found that
12 the organization's operations and purpose are not consistent with the policies adopted by
13 the Board.

Legal Reference:

1. Title IX, Education Amendment of 1972,
20 U.S.C. §1681, et. seq.; 34 CFR 106.41

Cross References:

Gifts and Bequests 2.401
Student Activity Funds Management 2.900
Student Solicitations/Fund-Raising 6.701

Bedford County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Class Ranking	Descriptor Code: 4.602	Issued Date: 08/19/10
		Rescinds: 4.602	Issued: 03/25/99

1 Students must be enrolled full time at the home base school to be eligible for ranking among the top
2 high school seniors. Transfer student grades shall be incorporated into the local high school grading
3 scale as determined by the school principal.

4 All grades earned in grades 9, 10, 11 and the first semester of grade 12 will be counted toward the
5 grade point average and the rank in class.

6 At the end of each grading period, students who have maintained high academic averages are
7 recognized as:

8 Principal's List – Grades must be all A's.

9 Honor Roll – Grades must be all A's &/or B's.

10 Any school using Grade Point Average (GPA) should adjust in relationship to numerical grade given
11 and course value. Students who meet these standards, and who do not request otherwise, will have
12 their names submitted to the principal for release to the news media.

13 Each school department or club which presents honors or awards or conducts contests will file with the
14 principal the name of the honor, award or contest; the basis for selection of the award and honor; the
15 method of participation; and the reason for the contest.

16 To become valedictorian or salutatorian, a student must be enrolled in the high school at least four (4)
17 of the seven (7) semesters preceding the final semester. The final semester will not be used in
18 determining class standing.

Cross References:

Grading System 4.600

Graduation Requirements 4.605

Bedford County Board of Education			
Monitoring: Review: Annually, in November	Descriptor Term: Graduation Requirements	Descriptor Code: 4.605	Issued Date: 07/20/21
		Rescinds: 4.605	Issued: 08/20/19

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;
- 5 2. Take the required end of course exams;
- 6 3. Have satisfactory records of attendance and conduct,
- 7 4. Take the ACT or SAT prior to graduation;² and
- 8 5. Pass a United States civics test.³

9 **SPECIAL EDUCATION STUDENTS⁴**

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

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

14 *Special Education Diploma*

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

- 17 1. Completed four (4) years of high school;
- 18 2. Made satisfactory progress on their IEP; and
- 19 3. Maintained satisfactory records of attendance and conduct.

20 *Occupational Diploma*

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

- 23 1. Completed at least four (4) years of high school;
- 24 2. Made satisfactory progress on their IEP;
- 25 3. Maintained satisfactory records of attendance and conduct;
- 26 4. Completed the occupational diploma Skills, Knowledge, and Experience Mastery
27 Assessment (SKEMA); and
- 28 5. Has two (2) years of paid or non-paid work experience.

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

3 *Alternate Academic Diploma*

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

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

13 **STUDENT LOAD**

14 All full time students in grades 9-12 shall be enrolled each semester in subjects that produce a
15 minimum of five (5) units of credit for graduation per year. Students with hardships and gifted
16 students may appeal this requirement to the Superintendent of Schools and then to the Board.⁶

17 **EARLY GRADUATION⁷**

18 High school students shall be permitted to complete an early graduation program. Students
19 intending to graduate early shall inform the school principal of this intent prior to the beginning of
20 9th grade, or as soon thereafter as the intent is known.

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

- 22 1. Earn the required seventeen (17) credits;
- 23 2. Achieve a benchmark score for each required end-of-course exam;
- 24 3. Attain a cumulative GPA of at least 3.2 on a 4.0 scale;
- 25 4. Meet the minimum ACT or SAT benchmark score;
- 26 5. Obtain a qualifying benchmark score on a world language proficiency assessment; and
- 27 6. Complete at least two (2) types of the following courses
28 a. AP;
29 b. IB;
30 c. Dual enrollment; or
31 d. Dual credit.

32 The superintendent of schools shall develop administrative procedures to ensure that the early
33 graduation 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;
Public Acts of 2021, Chapter No. 493

Cross References

Class Size Ratios 4.201
Alternative Credit Options 4.209
Honor Roll, Awards, & Class Ranking 4.602

Bedford County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Graduation Activities	Descriptor Code: 4.606	Issued Date: 06/19/18
		Rescinds: 4.606	Issued: 10/18/16

1 Students who have met all graduation requirements on the day of graduation and students who are
2 within two (2) or fewer credits of meeting all requirements^{2 1} and can complete the requirements
3 during the summer may participate in all graduation activities. If extenuating circumstances exist at
4 any school, the matter shall be presented to the Board prior to graduation activities.

5 Students are expected to participate in all graduation activities, and graduation apparel shall be
6 determined by the administration of each school and shall be the personal expense of each student.
7 Any fees required for graduation ceremonies shall be waived for students who are eligible to receive
8 free or reduced price lunches, and in such cases, the school shall assume responsibility for payment of
9 fees.²

10 Graduation ceremonies shall be physically accessible to all students, their parents and/or guardians,
11 and other interested citizens.³

12 Students who do not wish to participate in graduation activities shall notify the school principal in
13 writing at least five (5) days prior to the day of graduation. Non-participating students shall receive
14 their diplomas or certificates from the principal's office within one (1) week of the day of graduation.

15 The ceremony and all activities included therein shall not be religious in nature.⁴ The content of any
16 students' speeches shall not reflect the endorsement, sponsorship, position, or expression of the school,
17 employees, or Board.⁵

18 The Superintendent of Schools shall develop procedures to ensure that students are recognized at
19 graduation ceremonies for the following achievements:⁵

- 20 - Honors;
- 21 - State Honors;
- 22 - State Distinction;
- 23 - District Distinction;
- 24 - Tri-Star Scholar;
- 25 - Students receiving a TN Seal of Biliteracy;
- 26 - Students voluntarily completing at least ten (10) hours of community service each semester the
27 student is in attendance at a public high school;
- 28 - Students receiving a gold or platinum medal on National Career Readiness Certificate; and
- 29 - Students graduating with a district-developed work ethic distinction.

Legal References

1. TCA 49-6-405
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. TRR/MS 0520-01-03-.06(1)(b) (e); State Board of Education Policy 2.103, Public Acts of 2017, Chapter 207

Cross References

Section 504 & ADA Grievance Procedures 1.802
Student Fees and Fines 6.709
Student Equal Access 4.802

Bedford County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Evaluations of Instructional Program	Descriptor Code: 4.702	Issued Date: 08/20/98
		Rescinds: IJ	Issued: 01/21/88

1 The purposes of evaluation of instruction will be:

- 2 1. To indicate instructional strengths and weaknesses;
- 3 2. To provide information needed for future planning;
- 4 3. To provide data for public information;
- 5 4. To show the relationship between achievement and the school system's stated goals; and
- 6 5. To assess the suitability of the instructional program in terms of community requirements.

7 A continuing evaluation will be conducted at the school and system-wide level. The needs indicated
8 by this evaluation will be listed on a priority basis and school improvement programs will be aimed at
9 meeting these needs. Supervisors of the various instructional programs will report to the Board
10 annually.

Cross References:

School District Goals 1.700
Curriculum Development 4.200
Evaluation 5.109

Bedford County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Recognition of Religious Beliefs, Customs & Holidays	Descriptor Code: 4.803	Issued Date: 06/17/14
		Rescinds: 4.803	Issued: 10/26/00

1 No religious belief or non-belief shall be promoted by the school system or its employees, and none
2 shall be belittled. All students and staff members shall be tolerant of each other's views. The school
3 system shall use its opportunity to foster understanding and mutual respect among students and
4 parents, whether it involves race, culture, economic background or religious beliefs.² All students and
5 staff members shall not discriminate against anyone for a religious viewpoint or lack of religious
6 viewpoint. In that spirit of tolerance, students and staff members shall be excused from participating in
7 practices which are contrary to their religious beliefs.

8 **STUDENTS' EXPRESSIONS OF RELIGIOUS VIEWPOINTS**

9 A student's voluntary expression of a religious viewpoint on an otherwise permissible subject shall be
10 treated in the same manner as a student's voluntary expression of a secular viewpoint.

11 Students may express religious beliefs in homework, artwork, and other written and oral assignments
12 free from discrimination based on the religious content of their submissions. These assignments shall
13 be judged by ordinary academic standards of substance and relevance and against other legitimate
14 academic concerns. A student shall not be penalized or rewarded on account of religious content of the
15 student's work.¹

16 **RELIGIOUS HOLIDAYS**

17 Observance of religious holidays shall be as follows:³

- 18 1. The several holidays throughout the year which have both religious and a secular basis may be
19 observed in the public schools;⁴
- 20 2. The historical and contemporary values and the origin of religious holidays may be explained
21 in an unbiased and objective manner without sectarian indoctrination;
- 22 3. Music, art, literature, and drama having religious themes or basis are permitted as part of the
23 curriculum for school-sponsored activities and programs if presented in a prudent and objective
24 manner and as a traditional part of the cultural and religious heritage of the particular holiday;
- 25 4. The use of religious symbols that are part of a religious holiday are permitted as a teaching aid
26 or resource, provided such symbols are displayed as an example of the cultural and religious
27 heritage of the holiday and are temporary in nature.
- 28 5. The school district's calendar shall be prepared so as to minimize conflicts with religious
29 holidays of all faiths. All students and staff members shall be tolerant of the views of others.
30 Students and staff members shall be excused from participating in practices which are contrary
31 to their religious beliefs.²

1

Legal References

1. TCA 49-6-1804
2. TCA 49-6-2901-2906; State Board of Education Guidelines-Recitation of the Pledge of Allegiance
3. Florey v. Sioux Falls, 619 F.2d 1311 (1980);
Washegesic v. Bloomingdale Public Schools 813F. Supp. 559 (1993)
4. TCA 49-6-3016

Cross References

Student Equal Access 4.802
Staff Rights and Responsibilities 5.600
Attendance 6.200

Bedford County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: <h2 style="text-align: center;">Religious Content of Courses</h2>	Descriptor Code: 4.804	Issued Date: 07/19/16
		Rescinds: 4.804	Issued: 08/20/98

1 Educational content which consists of religious themes shall be presented in a factual, objective, and
 2 respectful manner in accordance with the following guidelines:

- 3 1. Religious themes may be part of the curriculum for school-sponsored activities and programs
 4 provided it is essential to the learning experience in the various fields of study and is presented
 5 objectively;
- 6 2. The inclusion of religion shall be for educational purposes only;¹
- 7 3. The emphasis on religious themes should be only as extensive as necessary for a balanced and
 8 comprehensive study of the curriculum. Such studies shall never be used to proselytize,
 9 establish, foster, or demean any particular religion, religious tenets, or beliefs; and¹
- 10 4. Student-initiated expressions to questions or assignments which reflect their beliefs or non-
 11 beliefs about a religious theme shall be accommodated.

Legal References

1. Public Acts of 2016, Chapter No. 660

Cross References

- Basic Curriculum Program 4.201
 Staff Rights & Responsibilities 5.600

<p>Cascade Elementary School... hosted the first day of our Bedford County Elementary Basketball league, and it was a big success seeing our county come together to support our youth.</p>
<p>Cascade Middle School... and Community Middle raised a combined \$45,000 in a competition cookie dough sale. The not so good news is that Mr. Garrette will be turned into a cookie in front of the Cascade Middle Student body in the coming days.</p>
<p>From Cascade High School... 48 Seniors increased their ACT scores by one point or more as a result of the October senior ACT retake day.</p>
<p>Community Elementary School... has ordered a book vending machine, which will provide students the opportunity to earn free books for behavior and academic rewards.</p>
<p>Community Middle School's... REN Card recipients, around 200 students, will travel to the MTSU Rec Center this Thursday to celebrate academic success and positive behaviors.</p>
<p>Community High School's... Tony Davis was selected as the Channel 2 Teacher of the Week and is scheduled to be showcased one day this week.</p>
<p>Eakin Elementary School... would like to thank their teachers and support staff who enrich their students' lives by planning programs, practicing, and giving their time. For example, about 250 visitors attended Eakin's Veterans Day program with many performances and special presentations arranged for that day.</p>
<p>East Side Elementary School... held a Halloween Hustle on October 29 and raised over \$4,000! The students ran laps, and the prizes were abundant, too.</p>
<p>Harris Middle School... had nearly 700 people attend its annual fall festival. Thank you to all the community partners and staff members that helped make it successful, and thank you to Harris families for coming out and making it a special event.</p>
<p>Learning Way Elementary... says thank you to the Rotary Club of Shelbyville for writing the grant to purchase a fence for the pre-k playground. A special thanks to Mr. Xavier Hamler for sharing this need with the Rotary Club and to Mr. Ivan Jones for leading the initiative.</p>
<p>Liberty School... held its fall festival on Saturday, November 13 where games, inflatables, concessions, and auctions were enjoyed. Liberty says thank you to parents who helped fill baskets, businesses and craftsmen who donated auction items, and all who helped and volunteered. A big thank you to the committee organizers Chanda Ramirez and Tina Smith.</p>

available. Their school organizations are now reporting big membership increases!

Southside Elementary School...

has partnered with Mrs. Lauren Briggs, the Education and Training teacher from the CTE annex, to bring future teachers, school counselors, speech and language pathologists, and school psychologists into the schools to observe teaching and observation techniques with a first, successful visit on November 9.

Thomas Magnet School...

K-5th grade students, with the assistance of the related arts team, planned a Veterans Day program with each grade level performing a song and sharing artwork.

From the CTE Annex...

Six members of the Bedford County FFA Chapter traveled to Indianapolis, Indiana, to attend the 94th National FFA Convention along with 60,000 other FFA members from across the United States. Attendees learned from agriculture industry leaders and networked at the College and Career Trade Show where they talked with agriculture businesses and colleges from across the country.

Bedford County Learning Academy's...

Computer Facilitator Mrs. Brown has assisted several students in recovering approximately 10 credits in the last two weeks. Staff and students continue to work extremely hard to get caught up on their credits so they can graduate.

Bedford County Virtual School...

received a generous donation of \$5,000 from Quattro Capital Real Estate Investment Firm. This donation will help BCVS purchase books for students, calculators, and other educational supplies for students and teachers.

From across the district,

From the facilities maintenance team, the lights are working at ALL the fields at Cascade, and the football field poles have been newly painted.

The last of four town hall meetings was completed this month where approximately 125 people attended to meet Dr. Garrett and discuss concerns and ideas for our school system. Dr. Garrett will be working to follow up in the months to come on the main topics of discussion.

Twenty seniors representing each of our Bedford County high schools and The Webb School have joined the Youth Leadership Bedford program which kicked off with an all-day retreat on November 6; class days kick off this week and will continue once a month through April 2022.

And coming up:

Dr. Garrett will kick off the first inaugural Superintendent's Student Advisory Council this Monday, November 22, with a grade 4-6 junior council and a grade 7-12 senior council and an anticipated 34 students participating.

That concludes the communications report.

Thank you!

Bedford County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: VCR Films	Descriptor Code: 4.408	Issued Date: 10/26/00
		Rescinds:	Issued:

- 1 Films shown to students in a classroom must either be checked out of the school library or have the
- 2 prior approval of the principal.

- 3 Films rented for use with a video recorder will be used in the classroom for education purposes only.
- 4 No rented film that includes a notice that the film is intended "for home use only" will be shown to a
- 5 class for entertainment purposes.

Cross Reference:

Use of Copyrighted Materials 4.404
Use of Commercially Produced Video Recordings 4.408.1 (AP)
Parent/Guardian Notification Form 4.408.2 (AP)

Bedford County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Community Instructional Resources	Descriptor Code: 4.500	Issued Date: 08/20/98
		Rescinds: IFC	Issued: 01/21/88

1 **COMMUNITY RESOURCE GUIDES**

2 An inventory of community resource people, agencies and establishments which have potential to
3 enhance teaching and learning shall be conducted for each school and kept current to assist in
4 instructional planning.

5 **USE OF COMMUNITY RESOURCE PERSONS**

6 The Board recognizes the value of community resource persons in the educational program and
7 authorizes the use of such persons with approval of the principal and the superintendent.

Bedford County Board of Education			
Monitoring: Review: Annually, in November	Descriptor Term: Volunteer Coaches	Descriptor Code: 4.3011	Issued Date: 11/21/02
		Rescinds:	Issued:

1 Interscholastic athletics are administered as a part of the regular school program and is the
2 responsibility of the school principal. Principals shall ensure that proper coaching staff members are in
3 place. Every effort shall be made to employ certified staff members as head coaches and assistant
4 coaches. In the event that a vacant coaching position cannot be filled by a certified staff member,
5 volunteer coaches may be employed and utilized under the following guidelines:

- 6 • A volunteer coach must meet all the requirements set forth by any and all state agency
7 standards and provisions.
- 8 • A volunteer coach must meet all requirements and qualifications of any other classified
9 employee of the Bedford County Department of Education.
- 10 • A volunteer coach shall be employed at a minimum of \$1.00 per year or may be paid an
11 available supplement as provided by the Bedford County Education Association contract and
12 upon the written request and recommendation of the principal.
- 13 • All supplemental personnel, including applicable volunteer coaches, must be listed in writing as
14 provided by administrative procedure and submitted to the school system's business office in
15 compliance with specified deadlines, which shall be verified prior to services rendered.
16 Exception shall only be taken for an uncontrolled vacancy or a late hire; in which cases require
17 immediate notification of the business office.

Bedford County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Class Size	Descriptor Code: 4.2021	Issued Date: 06/26/03
		Rescinds:	Issued:

1 The policy of the Bedford County School District is ensuring that students with disabilities placed in
 2 the general education classroom are provided a free appropriate public education (FAPE). It is our
 3 intent to assure that the instructional needs of all students are met. This policy is to establish equitable
 4 and educationally sound placement of all students including students with disabilities in every
 5 classroom. Our school district will follow state law and state board policy in determining class size for
 6 all classrooms.

7 To ensure the provisions of a free appropriate public education (FAPE) according to state law and the
 8 Individuals with Disabilities Education Act (IDEA) are being met, our school district proposes the
 9 following:

- 10 1. Education placement decisions for all students, including students with disabilities, shall be made
 11 based on the instructional needs of the students;
- 12 2. Provide joint staff development and training for General Education and Special Education teachers
 13 (models, strategies and interventions) for maintaining an inclusive classroom;
- 14 3. Facilitate interactive planning sessions with Special Education and General Education teachers as
 15 well as paraprofessionals regarding each student's IEP;
- 16 4. Training for General Education teachers on modifications and accommodations to the IEP;
- 17 5. All students in the general education classroom should have access to the standard textbooks and
 18 instructional materials used in the class; alternative or supplemental materials are provided as
 19 needed;
- 20 6. Provide resources and support supplemental aid and material for students to progress in the general
 21 curriculum and be successfully in the general education classroom. (e.g. Assistive technology
 22 devices and services, paraprofessional support, adaptations in the classroom;)
- 23 7. Provide the technical assistance needed to General Education teachers in order to address the needs
 24 of individual students; and

- 1 8. Training for paraprofessionals is provided to ensure that they acquire the knowledge and skills
- 2 necessary to assist students in the general education classroom.

Bedford County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Alternative Credit Options for Adult Education	Descriptor Code: 4.2091	Issued Date: 01/26/04
		Rescinds: 4.2091	Issued: 08/20/98

1 **CORRESPONDENCE AND VIRTUAL/ON-LINE COURSES**

2 The Board adopts the following policy pertaining to correspondence and virtual/on-line courses for
3 credit for graduation, in accordance with the *Rules, Regulations, and Minimum Standards*.¹ Adult
4 students will meet Carnegie credit requirements for the initial year the student was to have graduated.

5 Credit for work done by correspondence or utilizing virtual/on-line courses may be granted for
6 academic credited courses not previously completed in school.

7 Credit for work done by correspondence and virtual/on-line courses may be granted provided:

8 1. Course content meets all terminal objectives as provided in the particular State Curriculum
9 Framework and approved by the Bedford County Board of Education.

10 2. The student accepts guidance and instruction from Adult Education personnel, to include the
11 student's attending Adult Education class one night per week so that the student's progress can
12 be monitored.

13 3. The student submits a written request to the Adult Education Supervisor for prior approval.
14 The request shall include:

15 a. The source of the correspondence or virtual/on-line course, showing that the course
16 contains all terminal objectives of the particular State Framework.

17 b. Type of course.

18 c. Credit to be earned.

19 d. Signature of parent/guardian if student is a minor.

20 4. The express approval of the Adult Education Supervisor shall be obtained before a student
21 enrolls in a correspondence or virtual/on-line course for credit.

22 5. Students taking virtual/on-line courses must be enrolled in the district and take the courses at an
23 approved time and place.

- 1 6. Those students applying for virtual/on-line courses must submit a completed *Application for*
2 *Account and Terms and Conditions for Use of Internet* (Administrative Procedure 4.406.1).

- 3 7. The Adult Education Supervisor and student agree on a reasonable date for completion of the
4 correspondence or virtual/on-line course(s). Course(s) times must, however, be completed in
5 the same academic year. No credit will be granted if the course is not completed by the agreed
6 date.

- 7 8. No more than two (2) credits may be earned toward graduation.²

- 8 9. The student may be enrolled in only one correspondence or virtual/on-line course (1/2 credit) at
9 any time.

- 10 10. Under ordinary circumstances, students or their parents/guardians shall pay for approved
11 correspondence or virtual/on-line courses the student chooses to take.

- 12 11. At the completion of the course, a final examination covering all the terminal objectives of the
13 particular curriculum framework shall be approved, administered, and graded by the Adult
14 Education Supervisor or the school must receive an official record of the final grade before
15 credit toward graduation will be recognized.

- 16 12. Only courses listed under academic program of the *Rules, Regulations, and Minimum*
17 *Standard.*²

- 18 13. Credit earned by correspondence on virtual/on-line courses will be so designated on the
19 permanent record and all transcripts.

- 20 Through a supervision plan, the Adult Education program shall be responsible for providing
21 appropriate supervision and monitoring of students taking virtual/on-line courses.

Legal References:

1. TRR/MS 0520-1-3-.06(1)(a)(b)(c).
Conditions
2. TRR/MS 0520-1-3-.06(1)(e)
4.406.1 (AP)

Cross References:

*Application for Account and Terms and
for Use of Internet*

Bedford County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Extended Programs	Descriptor Code: 4.203	Issued Date: 08/20/98
		Rescinds: IDC	Issued: 02/27/92

1 **SUMMER SCHOOL**

2 When summer schools are organized, they shall be operated as a part of the public school program,
3 shall be under the control and management of the Board, and shall comply with rules and regulations
4 of the State Board of Education.¹

5 **ADVANCED COLLEGE PLACEMENT**

6 In keeping with the State Board of Education's endorsement of the Early Admission Program,² an
7 academically gifted high school student may complete the twelfth grade at a participating institution of
8 higher learning. The student will earn a year's credit in college at the same time that he earns credit for
9 his senior year in high school.

10 To be considered for this program, the student shall:

- 11 1. Earn a cumulative grade point average of at least 95.00 through three (3) years of high school;
- 12 2. Earn an ACT composite of at least 25;
- 13 3. Submit a written request to the high school principal at the end of the eleventh year of school,
14 signed by student and parents;
- 15 4. With parents, meet with principal and counselor for consultation;
- 16 5. Submit a letter stating educational and vocational goals, his plans for attaining them, and ways
17 in which early admission will assist in reaching these goals;
- 18 6. Secure the recommendation to the program by the principal, counselor and two of his
19 classroom teachers;
- 20 7. Be accepted into an early admission program by an accredited institution of higher learning;
21 and

- 1 8. Not be required to participate in the graduation program.

Legal References:

1. TRR/MS 0520-1-3-.03(7)(a)
2. TRR/MS 0520-1-3-.06(4)

Bedford County Board of Education

	Descriptor Term: Out-of School Experiences Credit for Adult Education Students	Descriptor Code: 4.2081	Issued Date: 08/20/98
		Rescinds: IDCHB	Issued: 04/24/97

1 Understanding that specific skills may be learned in courses (schools) outside the traditional K-12 academic
2 setting, Adult High School students may earn a maximum of two units of credit for out-of -school experiences. ¹

3 Applicable credit will be determined by the principal/supervisor of the Adult High School, based on
4 established criteria through the Life Experience curriculum framework.

5 To provide appropriate Adult High School credit for verifiable coursework taken outside the K-12
6 system:

- 7 • Coursework will be applicable to established curriculum.
- 8 • Coursework will not be a review of coursework taken in the regular school setting.
- 9 • Credit will follow recommended guidelines in the *National Guide to Educational Credit*
10 *for Training Programs* and the *Guide to the Evaluation of Educational Experiences in the*
11 *Armed Services*.

12 Additionally, specific academic skills may be gained in the workplace without formal coursework. To
13 provide credit for documented life experience work successes:

- 14 • Credit will be applicable to established curriculum.
- 15 • Proper documentation and verification will be required for acceptance as life experience
16 credit.
- 17 • Coursework will not be a review of coursework passed in the regular academic setting.

Legal Reference:

1. TRR/MS 0520-1-3-.06

Bedford County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: <h2 style="text-align: center;">Extracurricular Activities</h2>	Descriptor Code: 4.300	Issued Date: 04/19/16
		Rescinds: 4.300	Issued: 06/18/13

1 To be eligible to participate in extracurricular activities or curricular activities, (except those events
 2 sanctioned by TSSAA) a student shall be enrolled as a full-time student in Bedford County Schools.

3 The following guidelines shall be followed in administering the student extracurricular activities
 4 program:

- 5 1. The Board shall initially approve extracurricular activities so that proper support and
 6 supervision may be assured.
 7
- 8 2. Each student activity must be under the guidance and direction of a certified staff member.
 9
- 10 3. All student extracurricular activities and clubs must have the approval of the principal.
 11
- 12 4. Student activities occurring before or after regularly scheduled school hours must be under the
 13 supervision of the principal or his/her designee.
 14
- 15 5. Secret organizations shall not be operated in any school.
 16
- 17 6. A student shall not be required to attend an extracurricular student activity that is scheduled at a
 18 time which conflicts with his/her religious practices.
 19
- 20 7. Extracurricular student activities during vacation periods shall be restricted to regularly
 21 scheduled athletic programs and major events which cannot be scheduled otherwise.
 22
- 23 8. Student groups shall not participate in state or national activities which are not listed as
 24 approved activities by regional accrediting associations or state and national principals'
 25 associations without the approval of the superintendent.
 26
- 27 9. A student on out-of-school suspension shall not be permitted to participate in extracurricular
 28 activities.
 29
- 30 10. Activities which restrict participation because of race, color, religion, sex, disabilities, or
 31 national origin are strictly forbidden.¹

Legal References

1. 20 USC § 1703

Cross References

Interscholastic Athletics 4.301

Field Trips and Excursions 4.302

Student Clubs and Organizations 6.702