

BARTLETT CITY BOARD OF EDUCATION BUSINESS MEETING AGENDA

**AUDITORIUM
5705 STAGE ROAD
BARTLETT, TN 38134**

**August 28, 2025
6:00 PM**

- I. INVOCATION
- II. PLEDGE OF ALLEGIANCE
- III. CALL TO ORDER & ROLL CALL
 - A. Official Business of the Day
- IV. SPECIAL PRESENTATIONS
- V. PUBLIC COMMENT
- VI. APPROVAL OF AGENDA
- VII. APPROVAL OF MINUTES OF PREVIOUS MEETINGS
 - A. July 24, 2025 Business Meeting Minutes
- VIII. REPORTS
 - A. Chairman's Report
 - B. Superintendent's Report
 - C. General Counsel's Report
 - D. Tennessee Legislative Network (TLN) Representative Report
 - E. Financial Report
- IX. UNFINISHED BOARD BUSINESS
- X. BOARD ACTION ITEMS
 - A. New Board Business
 - 1. FIRST READING REVISED POLICY 1036: Student Board Representative
 - 2. Approval of the 2025-2026 Disciplinary Hearing Authority (DHA) Members
 - 3. Memorandum of Understanding (MOU) with Southwest Tennessee Community College for an accredited Personal Finance course
 - 4. 2025-2026 SAVE Act Assurances
 - 5. Memorandum of Understanding (MOU) between Bartlett City Board of Education and the Shelby County Sheriff's Office for School Resource Officers
 - 6. First 8 Contract, Memphis LLC Voluntary Pre-K Application
 - 7. Memorandum of Agreement (MOA) Onsite Overdose Reversal Kits
 - 8. Memorandum of Agreement (MOA) Community Resource Agency/Train the Trainer
 - 9. Energy Management System at Appling Middle School
 - 10. Resolution 13-2 Budget Amendment
 - 11. Approval of School Support Organizations (SSO) 2025-2026
- XI. ADJOURNMENT

**BARTLETT CITY BOARD OF EDUCATION
BUSINESS MEETING MINUTES**

**AUDITORIUM
5705 STAGE ROAD
BARTLETT, TN 38134
July 24, 2025
6:00 PM**

INVOCATION AND PLEDGE OF ALLEGIANCE

Board Member Bryan Woodruff said a prayer. The Board and audience recited the Pledge of Allegiance.

CALL TO ORDER & ROLL CALL

Official Business of the Day

Chairman Cook called the meeting to order at 6:00 p.m. The following Board Members were present:

Ms. Erin Berry
Mr. David Cook
Mrs. Shirley Jackson
Dr. Brad Ratliff
Mr. Bryan Woodruff

SPECIAL PRESENTATIONS

BHS Boys' Soccer Team

Class AAA Tournament Runner Up

The spring 2025 BHS boys' soccer team had 18 wins, 2 draws, and 2 losses. They went to the Class AAA Tournament State Final for the first time in program history and finished in 2nd Place. This season also had the most wins in program history. Students and coaches were recognized and presented a certificate.

Hayden Staten	Erick Barrell
Keegan McCormick	Alkali Jobe
Ben Davis	Diego Rodriguez
Max Steele	Ethan Watts
Mihezagiro Lewis	Connor Metheny
Logan Carr	Ricky Chagala
Michael Shade	Maddox Terwilliger
Arturo Ramirez	Eli Blair
Ethan Smith	Reily Gonzales
Joseph Chame	Walker Paule
Lucas Crowley	Nicolas Nanita
Josiah Headley	Brayden Lemonds

Head Coach- Brandon Carter
Assistant Coach- Isaac Johnson
Assistant Coach- Zayrion Harris

Nick Averwater, Amro Music presented the NAMM Foundation for the Best Communities for Music Education award for the 8th straight year to Bartlett City Schools. Dr. Brad Foust was thanked for his advocacy for the Arts in Bartlett and beyond.

Brennan Harrison was introduced as the new Principal at Altruria Elementary School.

PUBLIC COMMENT

No public comments.

APPROVAL OF AGENDA

Ms. Erin Berry made the motion to approve the agenda. Mr. Bryan Woodruff seconded the motion. With all ayes, the agenda was approved.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

June 26, 2025 Business Meeting Minutes

The June 26, 2025 Business Meeting Minutes passed with a motion by Mrs. Shirley Jackson and a second by Mr. Bryan Woodruff. With all ayes, the Meeting Minutes were approved.

REPORTS

Chairman's Report

Chairman Cook noted that July has been a quiet month and he does not have a report.

Superintendent's Report

Superintendent Dr. David Stephens provided the following updates:

- We are busy preparing for the start of the new school year.
- Completed new teacher orientation, and they attended Capturing Kids Hearts training this week.
- Teachers report Tuesday, July 29th.
- I met with principals yesterday.
- B Ready Day is Thursday, July 31st, from 8:00 a.m. to 3:00 p.m. at all schools.
- Mark your calendars for the System Wide Address on Friday, August 1st, at 9:00 a.m.
- There is a new safety procedure we will be implementing. Clear bags will be required at all ticketed high school events this school year. This is in line with the other municipal districts.
- Staffing- 31 New Teachers, with openings for Elementary Music Teacher (resigned 7/22/25), SPED Preschool, SPED Itinerant Resource Teacher.
- The first day of class is Thursday, August 7th, 2025.
- Joey Mitchell and his team have started distributing laptops to teachers (475 teachers have received their laptops in 2 days) and students (272 laptops were distributed to 9th graders), so we will be up and running at the start of the school year.
- Teacher Bonus will be on the August 15th paycheck. This is the bonus from the state of Tennessee.

General Counsel's Report

No report.

Tennessee Legislative Network (TLN) Representative Report

No report.

Financial Report

The June Financial Report was accepted by the Board. It is a non-voting item.

UNFINISHED BOARD BUSINESS

SECOND READING REVISED Policy 4012: Course Recovery

The second reading of revised Policy 4012: Course Recovery passed with a motion by Mr. Bryan Woodruff and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Dr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Aye

SECOND READING REVISED Policy 4035: Testing Programs

The second reading of Revised Policy 4035: Testing Programs passed with a motion by Dr. Brad Ratliff and a second by Mrs. Shirley Jackson.

Ms. Erin Berry: Absent, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Dr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Absent

BOARD ACTION ITEMS

Consent Agenda

Affiliation Agreement (AA) with University of Phoenix

Affiliation Agreement (AA) with Rhodes College

Contract TCAT/Bartlett HS Dual Credit Agreement

Contract Southwest Tennessee Community College/Bartlett HS Dual Credit Agreement

Renewal Letter of Intent (LOI) Food Service Program Management

RFP#FY24009: Sodexo Operations, LLC

Memorandum Of Understanding (MOU) Between The City of Bartlett and City of Bartlett TN Police Department and Bartlett City Schools

Agreement for Special Education Services with the State Special Schools (SSS) including Tennessee School for the Blind and Tennessee School for the Deaf

The Consent Agenda passed with a motion by Mr. Bryan Woodruff and a second by Dr. Brad Ratliff.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Dr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Aye

New Board Business

5-Year Capital Improvement Plan

The 5-Year Capital Improvement Plan passed with a motion by Mr. Bryan Woodruff and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Dr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Aye

Resolution 13-1 Budget Amendment

Resolution 13-1 Budget Amendment passed with a motion by Mr. Bryan Woodruff and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Dr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Aye

FIRST READING REVISED POLICY 1021: Use of Internet and Internet Safety

Suspension of Board Policy to approve policies (items 3 - 14) on First Reading passed with a motion by Dr. Brad Ratliff and a second by Mr. Bryan Woodruff.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Dr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Aye

First and final reading of revised Policy 1021: Use of Internet and Internet Safety passed with a motion by Mrs. Shirley Jackson and a second by Mr. Bryan Woodruff.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Dr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Aye

FIRST READING NEW POLICY 1036: Student Board Representative

First and final reading of New Policy 1036: Student Board Representative passed with a motion by Mr. Bryan Woodruff and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Dr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Aye

FIRST READING NEW POLICY 1037: Non-Discrimination Statements

First and final reading of New Policy 1037: Non-Discrimination Statements passed with a motion by Mr. Bryan Woodruff and a second by Dr. Brad Ratliff.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Dr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Aye

FIRST READING REVISED POLICY 3020: Emergency Preparedness Plan

First and final reading of revised Policy 3020: Emergency Preparedness Plan passed with a motion by Mr. Bryan Woodruff and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Dr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Aye

FIRST READING REVISED POLICY 3022: Security

First and final reading of revised Policy 3022: Security passed with a motion by Mr. Bryan Woodruff and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Dr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Aye

FIRST READING REVISED POLICY 4014: Grading System

First and final reading of revised Policy 4014: Grading System passed with a motion by Mr. Bryan Woodruff and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Dr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Aye

FIRST READING REVISED POLICY 5014.1: Family and Medical Leave

First and final reading of revised Policy 5014.1: Family and Medical Leave passed with a motion by Mr. Bryan Woodruff and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Dr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Aye

FIRST READING REVISED POLICY 6011: Student Medicine

First and final reading of revised Policy 6011: Student Medicine passed with a motion by Mr. Bryan Woodruff and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Dr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Aye

FIRST READING REVISED POLICY 6004: School Calendar

First and final reading of revised Policy 6004: School Calendar passed with a motion by Mr. Bryan Woodruff and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Dr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Aye

FIRST READING REVISED POLICY 6023: Wireless Communication Devices

First and final reading of revised Policy 6023: Wireless Communication Devices passed with a motion by Mr. Bryan Woodruff and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Dr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Aye

FIRST READING REVISED POLICY 6027: Interrogation and Searches

First and final reading of revised Policy 6027: Interrogation and Searches passed with a motion by Mr. Bryan Woodruff and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Dr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Aye

FIRST READING REVISED POLICY 6038: Discipline Procedures

First and final reading of revised Policy 6038: Discipline Procedures passed with a motion by Mr. Bryan Woodruff and a second by Mrs. Shirley Jackson.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Dr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Aye

Approval of School Support Organizations (SSO) 2025-2026

Approval of the following School Support Organizations passed with a motion by Mr. Bryan Woodruff and a second by Ms. Erin Berry.

- | | |
|---|---|
| Altruria Elementary PTO Altruria Elementary | Bartlett High Track and Field Bartlett High |
| Appling Middle Band Appling Middle | Bartlett High Touchdown Club Bartlett High |
| Bartlett Elementary PTO Bartlett Elementary | Bartlett High Volleyball Bartlett High |
| Bartlett High Cross Country Boys Bartlett High | Bon Lin Elementary PTO Bon Lin Elementary |
| Bartlett High Band Boosters Bartlett High | Bon Lin Middle PTO Bon Lin Middle |
| Bartlett High Boys Lacrosse Bartlett High | Ellendale PTO Ellendale Elementary |
| Bartlett High Girls Lacrosse Bartlett High | Elmore Park Middle PTO Elmore Park Middle |
| Bartlett High Boys Soccer Bartlett High | Elmore Park Middle Band Boosters Elmore Park Middle |
| Bartlett High Girls Soccer Bartlett High | Oak Elementary PTO Oak Elementary |
| Bartlett High Home Run Bartlett High | Rivercrest PTO Rivercrest Elementary |
| Bartlett High Softball Booster Club Bartlett High | |
| Bartlett High Theatre and Forensics Bartlett High | |

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Dr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Aye

ADJOURNMENT

The meeting adjourned at 7:00 p.m.

David M. Cook II, Chairman

Dr. David A. Stephens, Superintendent

Policy 1036 – Student Board Representative¹

Annually, a Bartlett High School student ~~shall~~may serve as an advisory, nonvoting representative to the Bartlett City Board of Education, if the Board so chooses.

The Student Board Representative will be selected by the Bartlett High School Principal during the month of April of the student's junior year, to commence his/her term at the Board's first meeting that is open to the public in August. Eligible candidates must be a rising senior in good standing who has attended Bartlett High School for one calendar year with a minimum GPA of 2.75. The Student Board Representative shall maintain a minimum GPA of 2.75 for the duration of his/her term.

The role of the Student Board Representative will be:

1. To attend all Board meetings that are open to the public;
2. To dress and present himself/herself at meetings in a manner consistent with elected Board members;
3. To provide student insight and perspective to the Board when requested by Board members; and
4. To serve as a BCS student liaison through established student government and/or other student communication networks.

The Student Board Representative will not:

1. Make motions, second motions, or vote;
2. Attend executive sessions;
3. Hold Board office;
4. Absent Board request, participate in Board discussions or receive Board materials concerning confidential and/or sensitive Board topics including, but not limited to, personnel matters, legal briefings, individual student discipline, or Board negotiations;
or
5. Receive compensation or reimbursement for Board service.

The Board may remove the Student Board Representative at any point during his/her term if he/she fails to maintain the minimum GPA requirement, fulfill the responsibilities of the Student Board Representative, or engages in conduct unbecoming to a Student Board Representative, as determined in the sole discretion of the Board Chairman. In the event of a mid-term vacancy, an alternate Student Board Representative will be appointed by Bartlett High School Principal.

¹ Public Acts of 2025, Chapter 359

The following individuals are recommended as members of the Disciplinary Hearing Authority (DHA) for the 2025-2026 school year.

Tabitha Boddie (Human Resources Coordinator)

Dr. Lora Filsinger (Director of Human Resources)

Dr. Momodou Keita (Director of Student Services)

Mark Stephens (Student Services Supervisor)

Dr. Korrie White (Assistant Superintendent of Student Services/Human Resources)