

# **BARTLETT CITY BOARD OF EDUCATION BUSINESS MEETING AGENDA**

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

**September 25, 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. August 28, 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
  - A. SECOND READING REVISED POLICY 1036: Student Board Representative
- X. BOARD ACTION ITEMS
  - A. New Board Business
    - 1. [Affiliation Agreement \(AA\) with Baptist School of Nursing](#)
    - 2. 2026-2027 Bartlett City Schools Instructional Calendar
- XI. ADJOURNMENT

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

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

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

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Vice-Chairman Shirley Jackson 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

Absent:  
Dr. Brad Ratliff  
Mr. Bryan Woodruff

**SPECIAL PRESENTATIONS**

No Special Presentations.

**PUBLIC COMMENT**

*Tammy Kirk  
3433 Big Springs Lane  
Bartlett, TN 38133  
RE: Student Transportation Management Policy and denial of bus stop within  
Policy*

**APPROVAL OF AGENDA**

Ms. Berry made the motion to approve the agenda. Mrs. Jackson seconded the motion. With all ayes, the agenda was approved.

**APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

**July 24, 2025 Business Meeting Minutes**

The July 24, 2025, Business Meeting Minutes passed with a motion by Ms. Berry and a second by Mrs. Shirley Jackson. With all ayes, the Meeting Minutes were approved.

**REPORTS**

**Chairman's Report**

Chairman Cook updated the Board that he attended the System-Wide Address on August 1st, the B Ready Day on August 7th and then on August 15th, he met with

Michael Winter, 4Front Design, along with Dr. Stephens and others to discuss the options for the renovation of Altruria Elementary.

### **Superintendent's Report**

Superintendent Dr. Stephens provided the following updates:

- I would like to thank our team for making the start of the school year a success. A lot of work went into system wide address, B Ready Day, District Learning Day and the first day of school.
- Our enrollment is 99.8% of projection, which is 8,674 students.
- We held our first principals and assistant principals meetings last week.
- I attended the SWSSC meeting in Germantown last week and will be at the TOSS/TDOE conference on September 15-17<sup>th</sup>.
- We are making progress on the Covered Practice Field project and the Altruria renovation project. We will be updating you in the near future about these two exciting projects.
- A lot of fall sports and activities have started. It is great to see so many of you attend these events.
- BCS is a TVAAS Level 5 district based on last year's state testing.

Superintendent Stephens introduced Dwight Jones, Special Agent with TN Department of Safety and Homeland Security.

### **General Counsel's Report**

No report.

### **Tennessee Legislative Network (TLN) Representative Report**

No report.

### **Financial Report**

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

### **UNFINISHED BOARD BUSINESS**

No unfinished business.

### **BOARD ACTION ITEMS**

#### **New Board Business**

#### **FIRST READING REVISED POLICY 1036: Student Board Representative**

The First Reading of Revised Policy 1036: Student Board Representative passed with a motion by Mrs. Shirley Jackson and a second by Ms. Erin Berry.

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

#### **Approval of the 2025-2026 Disciplinary Hearing Authority (DHA) Members**

Approval of the 2025-2026 Disciplinary Hearing Authority (DHA) Members passed with a motion by Ms. Erin Berry and a second by Mrs. Shirley Jackson.

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

**Memorandum of Understanding (MOU) with Southwest Tennessee Community College for an accredited Personal Finance course**

The Memorandum of Understanding (MOU) with Southwest Tennessee Community College for an accredited Personal Finance course passed with a motion by Mrs. Shirley Jackson and a second by Ms. Erin Berry.

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

**2025-2026 SAVE Act Assurances**

2025-2026 SAVE Act Assurances passed with a motion by Ms. Erin Berry and a second by Mrs. Shirley Jackson.

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

**Memorandum of Understanding (MOU) between Bartlett City Board of Education and the Shelby County Sheriff's Office for School Resource Officers**

The Memorandum of Understanding (MOU) between Bartlett City Board of Education and the Shelby County Sheriff's Office for School Resource Officers passed with a motion by Ms. Erin Berry and a second by Mrs. Shirley Jackson.

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

**First 8 Contract, Memphis LLC Voluntary Pre-K Application**

The First 8 Contract, Memphis LLC Voluntary Pre-K Application passed with a motion by Ms. Erin Berry and a second by Mrs. Shirley Jackson.

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

**Memorandum of Agreement (MOA) Onsite Overdose Reversal Kits**

Memorandum of Agreement (MOA) Onsite Overdose Reversal Kits passed with a motion by Ms. Erin Berry and a second by Mrs. Shirley Jackson.

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

**Memorandum of Agreement (MOA) Community Resource Agency/Train the Trainer**

The Memorandum of Agreement (MOA) Community Resource Agency/Train the Trainer passed with a motion by Mrs. Shirley Jackson and a second by Ms. Erin Berry.

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

**Energy Management System at Appling Middle School**

The Energy Management System at Appling Middle School was awarded to PATH in the amount of \$96,000 passed with a motion by Ms. Erin Berry and a second by Mrs. Shirley Jackson.

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

**Resolution 13-2 Budget Amendment**

Resolution 13-2 Budget Amendment passed with a motion by Mrs. Shirley Jackson and a second by Ms. Erin Berry.

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

**Approval of School Support Organizations (SSO) 2025-2026**

Approval of the following School Support Organizations (SSO) 2025-2026 passed with a motion by Ms. Erin Berry and a second by Mrs. Shirley Jackson.

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

Appling Middle PTO	Appling Middle
Bartlett Bowlers Parents Association	Bartlett High
Bartlett High Golf Booster Club	Bartlett High
Bartlett High Basketball Boys	Bartlett High
Bartlett Wrestling Club	Bartlett High
Bartlett Wrestling Booster Club	Bartlett High

**ADJOURNMENT**

The meeting adjourned at 6:20 p.m.

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David M. Cook II, Chairman

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Dr. David A. Stephens, Superintendent

## Policy 1036 – Student Board Representative<sup>1</sup>

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.

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<sup>1</sup> Public Acts of 2025, Chapter 359



## 2026-2027 Instructional Calendar

**Before School Begins**

July 28, 2026	Administrative Day
July 29, 2026	Inservice Day
July 30, 2026	Administrative Day
July 31, August 3-4, 2026	Inservice Days
August 5, 2026	Administrative Day

First Semester					85 Days
Date	Day	Event	Students	Teachers	
August 6	Thursday	1 <sup>st</sup> Day for Students 1 <sup>st</sup> Day 1 <sup>st</sup> Quarter	In	In	
September 7	Monday	Labor Day	Out	Out	
September 24	Thursday	Parent Conferences (3-6; 4-7 PM)	In	In (Full Day + ½ Conference)	
October 9	Friday	End of 1 <sup>st</sup> Quarter	In	In	
October 12-16	Monday-Friday	Fall Break	Out	Out	
October 19	Monday	1 <sup>st</sup> Day 2 <sup>nd</sup> Quarter	In	In	
November 11	Wednesday	Veterans Day	Out	Out	
November 23-24	Monday-Tuesday	Inservice Flex Days	Out	FLEX	
November 25-27	Wednesday-Friday	Thanksgiving Break	Out	Out	
December 18	Friday	End of 2 <sup>nd</sup> Quarter	In (1/2 Day)	In (1/2 Day)	
December 21-22	Monday-Tuesday	Winter Break Inservice FLEX Days	Out	FLEX	
December 23-January 1	Wednesday-Friday	Winter Break	Out	Out	
Second Semester					90 Days
Date	Day	Event	Students	Teachers	
January 4	Monday	Employee Inservice	Out	In	
January 5	Tuesday	Students Return 1 <sup>st</sup> Day 3 <sup>rd</sup> Quarter	In	In	
January 18	Monday	MLK Jr. Day	Out	Out	
February 11	Thursday	Parent Conferences (3-6; 4-7 PM)	In	In (Full Day + ½ Conference)	
February 12	Friday	Professional Development (No Students)	Out	In	
February 15	Monday	President's Day	Out	Out	
March 12	Friday	End of 3 <sup>rd</sup> Quarter	In	In	
March 15-19	Monday-Friday	Spring Break	Out	Out	
March 22	Monday	1 <sup>st</sup> Day 4 <sup>th</sup> Quarter	In	In	
March 26	Friday	Good Friday	Out	Out	
May 21	Friday	End of 4th Quarter	In (1/2 Day)	In (1/2 Day)	