

**GMSD Board Work Session**  
**August 22, 2023 5:30 PM**  
Board Room, GMSD Office

1. Revision of Policies - First Reading
2. Miscellaneous FY 23-24 Budget Amendments # 2, 3 and 4
3. Approval of Purchase of Student Laptops
4. Approval of Purchase of Teacher Laptops
5. 23-24 Stop Loss Insurance Renewal
6. Resolution regarding Cheryl Estes
7. Further Business

# Germantown Municipal School District

Monitoring: <b>Review: Annually</b>	Descriptor Term: <b>Charter Schools</b>	Descriptor Code: <b>1.704</b>	Issued Date: <b>08/**/23</b> <b>10/25/22</b>
		Rescinds: <b>1.704</b>	Issued: <b>05/17/21</b>

1 A charter school shall be a public, nonsectarian, non-religious, ~~non-home-based~~ school which operates  
2 within a public school district under the terms of a charter agreement and in accordance with Tennessee  
3 law. It shall be subject to all state and federal laws and constitutional provisions prohibiting  
4 discrimination on the basis of disability, race, creed, color, gender, national origin, religion, ancestry or  
5 need for special education services. A charter school shall not exclude students from enrollment based  
6 on race, color, ethnicity, national origin, religion, income level, disability, proficiency in the English  
7 language, or academic ability.

8 A Sponsor of a charter school under Tennessee law means a proposed governing body filing an  
9 application for the establishment of a public charter school that:

- 10 a) Is not a for-profit entity; nonpublic school as defined by T.C.A. 49-6-3001; other private,  
11 religious, or church school; or postsecondary institution not regionally accredited; and
- 12 b) Does not promote the agendas of any religious denomination or religiously affiliated entity.

## 13 APPLICATION PROCESS

14 A prospective charter school sponsor shall send the GMSD Superintendent and the Tennessee  
15 Department of Education (TDOE) notice of its intent of its plan to submit an application to operate a  
16 charter school sixty (60) calendar days prior to February 1 of the year preceding the year in which the  
17 proposed charter school plans to begin operation as a public charter school. The letter of intent shall be  
18 completed on the form provided by the TDOE. Failure to submit a letter of intent to both the TDOE and  
19 the GMSD Superintendent by the aforementioned deadline shall exclude a charter school sponsor from  
20 submitting an application for that application cycle.

21 The Superintendent/designee shall determine whether the sponsor has selected the correct application  
22 category within ten (10) business days of receiving the intent letter and notify the sponsor within five  
23 (5) business days of a determination that the incorrect application category has been selected.

24 ~~A charter school sponsor seeking Germantown Board of Education approval of an initial charter school  
25 application must file with the GMSD Superintendent and the TDOE the most current TDOE  
26 "Application for a Public Charter School".~~

27 One (1) original, four (4) copies and one (1) electronic version of the application must be received by  
28 the GMSD Superintendent on or before **11:59 p.m., central time, 4:30 p.m.** on February 1 of the year  
29 preceding the year in which the proposed charter school plans to begin operation as a charter school. The  
30 TDOE must receive one (1) copy of the application on or before **11:59 p.m., central time, on** February 1  
31 of the year preceding the year in which the proposed charter school plans to begin operation as a charter

1 school. Applications will be accepted only between January 1 and February 1. If the 1<sup>st</sup> of February  
2 falls on a Saturday, Sunday, or holiday on which the school district offices are closed, applications will  
3 be accepted on the ~~previous~~ **next** business day on or before ~~11:59~~ **4:30** p.m. Late applications will not  
4 be accepted. Each charter school application must be accompanied by a cashier's check in the amount  
5 of Twenty-Five Hundred Dollars (\$2500), per proposed school, as an authorizer non-refundable  
6 application fee.

7 **The Board shall determine whether an application is complete within ten (10) business days of receiving**  
8 **the application and shall notify the sponsor within five (5) business days of the determination that the**  
9 **application is determined to be incomplete.**

10 If the application is approved, the charter school shall follow the GMSD policy regarding out-of-district  
11 enrollment.

## 12 **REVIEW TEAM**

13 **If necessary,** ~~t~~The GMSD Superintendent shall appoint a charter school review team to assist the  
14 Germantown Board of Education in reviewing and evaluating charter school applications and making  
15 recommendations to the Germantown Board of Education.

16 **The review team shall be comprised of persons with relevant academic, organizational, financial, and**  
17 **legal expertise, as well as a thorough understanding of the essential principles of charter school autonomy**  
18 **and accountability.**

19 The charter school review team shall use the most current version of the TDOE "Tennessee Charter  
20 School Application Scoring Criteria" for scoring each charter school application.

21 **An application shall be considered complete if:**

22 **1. The application is submitted on the Department's state charter application form for that**  
23 **application cycle;**

24 **2. The sponsor has completed all required sections of the application aligned to the category**  
25 **indicated by the sponsor in its letter of intent and the application contains all required**  
26 **attachments and signatures;**

27 **3. The application is submitted to the authorizer by the deadline specified; and**

28 **4. The application fee is submitted with the application.**

29 **If the charter application is determined to be incomplete due to the sponsor not meeting the requirements**  
30 **of Sections 1 and 3 above, the GMSD Board shall not be required to review the application and the fee**  
31 **shall be refunded to the charter school sponsor.**

32 **If the charter application is determined to be incomplete due to the sponsor not meeting the requirements**  
33 **of Sections 2 or 4 above, the charter sponsor shall be provided the opportunity to address any deficiencies**  
34 **and re-submit the application within five (5) business days after the notification from GMSD that the**  
35 **application is incomplete. If the sponsor does not correct the deficiencies to meet the requirements of**

1 Sections 2 or 4, by the deadline, the GMSD Board shall not be required to review the application and  
2 any required application fee shall be refunded to the charter school sponsor.

3 Neither the GMSD charter school review team nor the Germantown Board of Education shall review or  
4 formally act upon the application if:

- 5 a) The sponsor did not submit the letters of intent by the required due date;
- 6 b) The application is incomplete; and/or
- 7 c) The application and fee are not submitted to the GMSD Superintendent by “the filing  
8 deadline”.

## 9 APPROVAL OR DENIAL OF APPLICATION

10 The Germantown Board of Education shall rule by resolution, at a regular or special called meeting, on  
11 the approval or denial of a charter application within ninety (90) days of receipt of the completed  
12 application or the application shall be deemed approved by law.

13 A cyber-based public charter school shall not be authorized.

14 No later than ten (10) days after the approval or denial of a charter school application, the Germantown  
15 Board of Education shall report to the TDOE whether the Germantown Board of Education approved or  
16 denied the application. The Germantown Board of Education shall simultaneously provide the TDOE  
17 with a copy of the aforementioned resolution setting forth the Germantown Board of Education decision  
18 and the reasons for the Germantown Board of Education’s decision.

19 An approval by the Germantown Board of Education shall be accompanied by a written Agreement  
20 which shall contain all components of the application. The Agreement shall be signed by the sponsor  
21 and the Germantown Board of Education Executive Committee Members and the Agreement shall be  
22 binding upon the governing body of the charter school. The term of the Agreement shall be ten (10)  
23 academic years.

## 24 ~~TENNESSEE STATE BOARD OF EDUCATION’S QUALITY CHARTER AUTHORIZING~~ 25 ~~STANDARDS~~

26 The Germantown Board of Education hereby adopts the Tennessee State Board of Education’s Quality  
27 Charter Authorizing Standards.

### 28 **Denial**

29 Within ten (10) calendar days of the date of the decision to deny, the grounds upon which the  
30 Germantown Board of Education based a decision to deny a charter school application must be stated in  
31 writing, specifying objective reasons for the denial and the deadline by which the charter school sponsor  
32 must submit an amended application.

33 Upon receipt of the grounds for denial, the sponsor shall have thirty (30) calendar days from receipt of  
34 the grounds for denial, within which to submit an amended application to correct the deficiencies. The

1 Germantown Board of Education shall have sixty (60) calendar days from receipt of the amended  
2 application, either to deny or to approve the amended application or the application shall be deemed  
3 approved by law.

4 If the Germantown Board of Education fails to approve or deny the amended application within sixty  
5 (60) calendar days from the receipt of the amended application, the amended application shall be deemed  
6 approved. If the Germantown Board of Education denies the amended application, it shall provide to the  
7 charter school sponsor the grounds upon which the Germantown Board of Education based the decision  
8 to deny in writing within five (5) calendar days of the date of the decision to deny, specifying objective  
9 reasons for the denial.

## 10 RENEWAL

11 No later than April 1 of the year prior to the year in which the charter agreement expires, the governing  
12 body of a public charter school shall submit a renewal application to the Germantown Board of  
13 Education. On or before the following February 1, the Germantown Board of Education shall rule by  
14 resolution whether to approve or deny the renewal application.

15 Three (3) months prior to the date on which a charter school is required to submit a renewal application,  
16 the **GMSD Superintendent/designee** ~~Germantown Board of Education~~ shall submit to the charter school  
17 a performance report that reflects the renewal evaluation. No later than ten (10) days after the  
18 Germantown Board of Education adopts a resolution to renew or deny renewal of a charter agreement,  
19 the **GMSD Superintendent/designee** ~~Germantown Board of Education~~ shall report **the** ~~GMSD Board's~~  
20 ~~its~~ decision to the **charter school and the** TDOE and shall provide a copy of the resolution that sets forth  
21 the Germantown Board of Education's decision and the reasons for the decision **and of the right to appeal**  
22 **to the State, if any.**

23 A charter school renewal application must contain a report of the charter school's operations including  
24 students' standardized test scores, financial statements, and audits for the eight (8) years immediately  
25 preceding the date of the renewal application.

## 26 AUTHORIZER FEE

27 If GMSD becomes the authorizer of a charter school, GMSD shall receive an annual authorizer fee that  
28 is a percentage of the charter school's per student state and local funding as allocated under T.C.A. § 49-  
29 13-112. The annual authorizer fee shall be the lesser of three percent (3%) of the annual per student  
30 state and local allocations or Thirty-Five Thousand Dollars (\$35,000) per school.

## 31 INTERIM REVIEW

32 The GMSD Superintendent or his designee shall conduct an interim review of the charter school in the  
33 fifth year of the charter school's initial period of operation and in the fifth year following any renewal  
34 of a charter agreement under guidelines developed by the TDOE.

## 35 ANNUAL REPORT

36 ~~The governing body of an approved charter school shall make a written report to the Germantown Board~~  
37 ~~of Education and the Tennessee Commissioner of Education annually between August 1 and September~~

~~1. This annual report shall include: a report on the progress of the school in achieving the goals, objectives, pupil performance standards, content standards and all other terms set forth in the charter agreement, financial records of the charter school, including revenues and expenditures and a detailed accounting including the amounts and sources of funds received.~~

The GMSD Board, through the GMSD Superintendent/designee, shall oversee and annually evaluate each charter school to ensure it meets the performance standards and targets set forth in the charter school agreements. The GMSD Superintendent/designee shall submit the charter school's evaluation to the GMSD Board at its October Board Meeting.

The GMSD Superintendent/designee shall send a copy of the charter school's annual evaluation to each respective charter school within the GMSD's borders. Said report shall include, but not be limited to, violations of the charter school agreement and any performance deficiencies.

The GMSD Board shall articulate and enforce stated consequences for failing to meet performance expectations or compliance requirements.

#### **SITE VISITS**

A site visit to each charter school shall be conducted by the GMSD Superintendent/designee annually. The purpose shall be to collect data and other qualitative information and to inspect the charter school facility and observe classroom teaching and learning. The observations made during the annual site visit shall be included in the annual charter school evaluation report.

#### **CHARTER SCHOOL REPORTING**

Charter schools shall provide the information required by the charter school agreement and state law to the GMSD Board.

By September 1<sup>st</sup>, the governing body of an approved charter school shall make a written report to the GMSD Board. The annual report shall include:

1. A report on the progress of the charter school in achieving the goals outlined in the charter school agreement;
2. A financial statement disclosing the financial health of the charter school, including the costs of the administration, instruction, and other spending categories of the charter school; and
3. A detailed accounting, including the amounts and sources, of all funds received by the charter school, other than the funds received per state law.

This reporting requirement shall begin in the year after the year in which the charter school begins operation.

Multiple charter schools overseen by a single governing board shall report their performance as separate, individual charter schools. Each charter school shall be independently accountable for its performance.

1 Each charter school governing body shall submit an annual audit of all accounts and records, to include  
2 internal school activity and cafeteria funds, to the GMSD Board as soon as practical after June 30<sup>th</sup>.

### 3 **AUTHORIZER REPORTING AND REVIEW**

4 By December 1<sup>st</sup>, the GMSD Board shall report to the Tennessee Department of Education detailing the  
5 authorizer fees collected in the previous school year and the authorizing obligations fulfilled using the  
6 fee. By January 1<sup>st</sup>, the GMSD Board shall submit an annual authorizer report to the Tennessee  
7 Department of Education and the State Board of Education. The GMSD Superintendent/designee shall  
8 prepare the reports and provide the information to the GMSD Board prior to submission.

### 9 **CHARTER AGREEMENT**

10 The Germantown Board of Education's approval of a public charter school application must be in the  
11 form of a written charter agreement signed by the charter school sponsor and the Germantown Board of  
12 Education, which shall be binding upon the governing body of the charter school. The charter agreement  
13 must be in writing and must contain all material components of the approved application required by  
14 Tennessee law. A charter agreement expires ten (10) academic years after the first day of instruction.

### 15 **REVOCAION OF CHARTER AGREEMENT**

16 The Germantown Board of Education may revoke a public charter school agreement if the public charter  
17 school receives identification as a priority school, as defined by the state's accountability system  
18 pursuant to T.C.A. § 49-1-602. The revocation takes effect immediately following the close of the school  
19 year in which the public charter school is identified as a priority school.

20 The Germantown Board of Education shall revoke a public charter school agreement if the public charter  
21 school receives identification as a priority school for two (2) consecutive cycles. The revocation takes  
22 effect immediately following the close of the school year in which the public charter school is identified  
23 as a priority school for the second consecutive cycle.

24 A public charter school agreement may be revoked at any time by the Germantown Board of Education,  
25 if the Germantown Board of Education determines that the school:

- 26 (1) Committed a material violation of any conditions, standards, or procedures set forth in the  
27 charter agreement;
- 28 (2) Failed to meet or make sufficient progress toward the performance expectations set forth in  
29 the charter agreement; or
- 30 (3) Failed to meet generally accepted standards of fiscal management.

31 If the GMSD Superintendent determines that the charter school meets the criterion for revocation set  
32 forth above, or if the GMSD Superintendent determines that the charter school is not complying with the  
33 requirements of T.C.A. § 49-13-101, *et seq.*, (The Tennessee Public Charter School Act) or with the  
34 charter agreement:

1 (1) The Superintendent shall notify the charter school, in writing, of the possibility of  
2 revocation and the reasons for the possible revocation. In the notification to the charter school,  
3 the Superintendent shall notify the charter school that the charter school must provide GMSD's  
4 review team with a proposed plan to remediate the charter school's deficiencies which gave rise  
5 to the notice of possible revocation.

6 (2) The charter school shall submit a written remediation plan to the GMSD review team  
7 within thirty (30) days of receiving the notice of possible revocation. The remediation plan shall  
8 provide that the remediation itself shall be completed within thirty (30) days of submission of the  
9 remediation plan. The GMSD review team shall notify the charter school within twenty (20)  
10 business days of receiving the proposed remediation plan of whether the remediation plan is  
11 acceptable to the review team.

12 (3) If the proposed remediation plan does not, in the sole discretion of the GMSD review  
13 team, provide a full remediation, the GMSD review team shall, within thirty (30) business days  
14 of receiving the remediation plan, notify the charter school that the remediation plan is  
15 unacceptable and an explanation of the means to reconcile the plan is unacceptable. The charter  
16 school shall be given ten (10) business days to correct the proposed remediation plan and re-  
17 submit the plan to the GMSD review team. The GMSD review team shall notify the charter  
18 school within thirty (30) business days of the re-submission whether the re-submitted plan is  
19 acceptable to the review team.

20 (4) If the charter school's re-submitted proposed remediation plan is rejected by the GMSD  
21 review team, the charter school may appeal the decision to the GMSD Superintendent. The  
22 Superintendent may, within thirty (30) business days of receiving the re-submission:

23 (a) Approve the re-submission; or

24 (b) Provide the charter school with an additional ten (10) business days to further  
25 amend the remediation plan; or

26 (c) Reject the re-submission.

27 (5) If the re-submission is rejected by the Superintendent, the charter school may appeal the  
28 Superintendent's decision to the GMSD Board of Education within ten (10) business days after  
29 receiving notice of the rejection. The GMSD Board shall consider the re-submission within thirty  
30 (30) business days of receiving the appeal of the rejection. The GMSD Board shall provide the  
31 charter school with a decision regarding the re-submission, in writing, explaining the reasons the  
32 proposed plan is unacceptable.

33 \*A charter agreement may be revoked at any time by the authorizer in an emergency situation without  
34 the authorizer first having to implement the progressive intervention policy. An emergency situation  
35 includes, but is not limited to, instances of fraud; misappropriation of funds; flagrant violation of health

1 and safety laws, rules, and regulations; flagrant disregard of the charter agreement; or similar  
2 misconduct.

3 Thirty (30) days prior to any decision by the Germantown Board of Education to revoke a charter  
4 agreement, the Germantown Board of Education shall notify the charter school in writing of the  
5 possibility of revocation and the reasons for such possible revocation.

6 If the Germantown Board of Education revokes a charter agreement, then it shall clearly state in writing  
7 the reasons for the revocation.

8 No later than ten (10) days after the Germantown Board of Education adopts a resolution to revoke a  
9 charter agreement, the Germantown Board of Education shall report the Germantown Board of  
10 Education's decision to the TDOE and shall provide a copy of the resolution that sets forth the  
11 Germantown Board of Education's decision and the reasons for the decision.

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#### Legal References

T.C.A. § 49-13-104

T.C.A. § 49-13-106

T.C.A. § 49-13-107

T.C.A. § 49-13-108

T.C.A. § 49-13-110

T.C.A. § 49-13-111

~~T.C.A. § 49-13-113~~

T.C.A. § 49-13-120

T.C.A. § 49-13-121

T.C.A. § 49-13-122

T.C.A. § 49-13-127

T.C.A. § 49-13-128

T.C.A. § 49-13-130

State Board Policy 6.111

~~State Board Policy 6.112~~

State Board Policy 6.113

State Board Rule 0520-14-01

# Germantown Municipal School District

Monitoring: <b>Review: Annually</b>	Descriptor Term:  <b style="text-align: center;">Class Size Ratios</b>	Descriptor Code: <b>4.201</b>	Issued Date: <b>08/**/23</b> <b>12/15/20</b>
		Rescinds:	Issued:

1 *General<sup>†</sup>*

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

4 **~~WAIVERS~~**

5 ~~The Superintendent/designee may seek a waiver from the Commissioner of Education to extend the~~  
6 ~~career and technical education (CTE) classes in grades nine through twelve (9-12) as long as these~~  
7 ~~class sizes do not exceed the maximum.~~

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

10 The Superintendent/designee may seek, from the Commissioner of Education, waivers from class size  
11 and teacher-pupil ratios, as needed. ~~apply for additional waivers as needed in compliance with state law.~~

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Legal References

T.C.A. § 49-1-104  
State Board of Education Rule 0520-01-02-.31

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~~Cross References~~

~~Graduation Requirements 4.605~~  
~~Religious Content of Courses 4.804~~  
~~Student Suicide Prevention 6.305~~

# Germantown Municipal School District

Monitoring: <b>Review: Annually</b>	Descriptor Term: <b>Public Virtual School</b>	Descriptor Code: <b>4.213</b>	Issued Date: <b>08/**/23</b> <b>12/14/21</b>
		Rescinds:	Issued:

The GMSD Board of Education establishes the GMSD Public Virtual School.

A “public virtual school” is a public school that uses technology to deliver a significant portion of instruction to its students via the internet in a virtual or remote setting.

The Principal of the “public virtual school” shall ensure that all State Board of Education policies and rules pertaining to “public virtual schools” are followed.

Students attending the “public virtual school” shall be required to comply with the compulsory attendance requirements set forth in T.C.A. § 49-6-3007.

All students attending the “public virtual school” shall be required to prove their attendance by daily visual, verbal, and/or written confirmation of student participation in six and one-half (6 ½) hours of instructional time per day for grades 1-12 and four (4) hours of instructional time per day for kindergarten. Students will be provided required methods of proof of attendance by their respective teachers.

The Principal shall be responsible for ensuring that:

1. Attendance is checked and reported daily;
2. All student absences are verified;
3. Written excuses are submitted for absences and tardiness; and
4. System-wide procedures for accounting and reporting are followed.

Student attendance records shall be given the same level of confidentiality as other student records. Only authorized school officials with legitimate educational purposes may have access to student information without consent of the student or parent(s)/guardian(s).

The Superintendent/designee shall require, from the parent of each student of compulsory school age or from an adult student who has been absent from school or from any class for any reason, a written statement of the cause for such absence within (5) days of returning to school. The Board of Education

reserves the right to verify such statements and to investigate the cause of each single absence or prolonged absence.

Absences for which no written verification is submitted will be considered unexcused.

The Board considers the following factors to be reasonable excuses for time missed at school.

- A. Personal Illness, injury, or hospitalization of student. Physician verification will be required to justify absences after the accumulation of ten (10) days of absences during the school year, physician verification will be required to justify the absence from school. Any accumulation of absences beyond ten (10) without physician verification will be unexcused;
- B. Personal illness in the family necessitating the presence of the student;
- C. Death in the family;
- D. School Endorsed Activities;
- E. Absence due to the incapacity of parent/guardian;
- F. Special and recognized religious holidays regularly observed by persons of their faith;
- G. Legal Court Summons, Court Order, or subpoena when it is not a result of the student's misconduct as provided by law;
- H. Pregnant Students;
- I. Extenuating circumstances approved by the Principal on a case-by-case basis;
- J. Upon approved request to attend a released time course in religious moral instruction;
- K. School sponsored activities; and
- L. Students participating in an activity or program sponsored by 4-H.

The Principal or designee of a school must report promptly to the GMSD Student Services Supervisor, the names of all students who have withdrawn from school or who have accumulated three (3) days of unexcused absences, the GMSD Student Services Supervisor shall serve upon the parent, guardian, or other person having control of a student subject to compulsory attendance who is unlawfully absent from school, written notice that the student's attendance at school is required by law.

Additionally, the Principal or designee must report promptly to the GMSD Student Services Supervisor, the names of all students who have withdrawn from school or who have accumulated five (5) days of unexcused absences. Each successive accumulation of five (5) days of unexcused absences by a student must be reported.

## **REPORT CARDS**

Report cards shall be provided to parents at the conclusion of each semester.

## **TRUANCY**

Truancy is defined as an absence for an entire school day, a major portion of the school day.

By the beginning of each school year, the Principal shall give written notice to the parent, guardian, or person having control of a student subject to compulsory attendance that the parent, guardian, or other person having control of the student must monitor the student's school attendance and require the student to attend school. The written notice must inform the parent, guardian, or other person having

control of a student, that a student who accumulates five (5) days of unexcused absences during the school year is subject to GMSD's Progressive Truancy Plan and that continued unexcused absences may result in a referral to Juvenile Court. The five (5) days of unexcused absences need not be five (5) consecutive days of unexcused absences.

When a student accumulates five (5) days of unexcused absences, the GMSD Student Services Supervisor shall serve upon the parent, guardian, or other person having control of a student subject to compulsory attendance who is unlawfully absent from school, written notice that the student's attendance at school is required by law. The GMSD Student Services Supervisor shall send a new notice after each successive accumulation of five (5) unexcused absences.

After a student has accumulated five (5) unexcused absences, and after given adequate time, as determined by the GMSD Student Services Supervisor, the student's parent, guardian, or other person having control of the student has failed to turn in documentation to excuse those absences, the GMSD Student Services Supervisor or designee shall implement the truancy intervention requirements of the second tier of the Progressive Truancy Plan.

### **Progressive Truancy Plan**

The first tier of truancy prevention is applicable to all GMSD enrolled students. The second and third tiers of truancy intervention apply to students who have accumulated a minimum of five (5) days of unexcused absences.

#### **Tier One:**

Tier One of the Progressive Truancy Plan may include, but is not limited to, the following schoolwide prevention-oriented supports:

- a. Counseling;
- b. Community-based services;
- c. Other services/supports to address student performance.

#### **Tier Two:**

Tier Two of the Progressive Truancy Plan shall include:

- a) A conference with the GMSD Student Services Supervisor/designee, and the student and the parent, guardian, or other person having control of the student;
- b) A resulting attendance contract to be signed by the student, the parent, guardian, or other person having control of the student, and the GMSD Student Services Supervisor/designee:

The contract must include:

- 1) a specific description of the school's attendance expectations for the student;
- 2) the period for which the contract is in effect; and

- 3) penalties for additional absences and alleged school offenses, including additional disciplinary action and potential referral to Juvenile Court.
- c) Regularly scheduled follow-up meetings, which may be with the student and the parent, guardian, or other person having control of the student, to discuss the student's progress;
- d) An individualized assessment by a school employee of the reasons a student has been absent from school; and
- e) If necessary, referral of the student to counseling, community-based services, or other in-school or out-of-school services aimed at addressing the student's attendance problems.

### **Tier Three**

Tier Three of the Progressive Truancy Plan must be implemented if the truancy interventions under Tier Two are unsuccessful. Tier Three of the Progressive Truancy Plan may consist of one (1) or more of the following, at the discretion of the GMSD Student Services Supervisor:

- a) School-based community services;
- b) Collaboration with the Whole Student Director to provide appropriate supports for success; or
- c) Meet weekly with a GMSD Counselor to develop strategies to improve attendance and behavior.

### **Judicial Intervention Regarding Truancy**

Notwithstanding the above progressive truancy tiers, if any tier of progressive truancy intervention is unsuccessful, and the GMSD Student Services Supervisor can document that a parent or guardian on four (4) occasions has failed or refused to:

- a) attend conferences as set forth in the GMSD Progressive Truancy Plan;
- b) return telephone calls from the GMSD Student Services Supervisor;
- c) attend follow-up meetings as set forth in the GMSD Progressive Truancy Plan;
- d) enter into an attendance contract as set forth in the GMSD Progressive Truancy Plan; or
- e) actively participate in any of the tiers of truancy intervention set forth in the GMSD Progressive Truancy Plan,

the GMSD Student Services Supervisor may report the student's absences to the Juvenile Court of Shelby County, Tennessee without need to proceed to the next tier, if any.

Any parent, guardian, or other person who has control of a student, and who violates the State's truancy law, commits educational neglect, which is a Class C misdemeanor. Each day's unlawful absence constitutes a separate offense.

## **MILITARY**

Notwithstanding any other law to the contrary, if a student's parent, custodian, or other person with legal custody or control of the student is a member of the United States Armed Forces, including a member of a state National Guard or a reserve component called to federal active duty, a public school Principal shall give the student:

- 1) An excused absence for one (1) day when the member is deployed;
- 2) An additional excused absence for one (1) day when the service member returns from deployment;
- 3) Excused absences for up to ten (10) days for visitation when the member is granted rest and recuperation leave and is stationed out of the country; and
- 4) Excused absences for up to ten (10) days cumulatively within the school year for visitation during the member's deployment cycle.

Total excused absences under numbers "3" and "4" above shall not exceed a total of ten (10) days within the school year.

Students receiving an excused absence under this section shall have the opportunity to make up schoolwork missed and shall not have their class grades adversely affected for lack of class attendance or class participation due to the excused absence. Students shall have one (1) day to make up work for each day of excused absence.

If necessary, verification may be required to justify absences.

Absences other than those outlined above shall be considered unexcused.

## **~~DRIVER'S LICENSE REVOCATION~~**

~~More than ten (10) consecutive or fifteen (15) reported unexcused absences in a semester by a student during any semester renders a student ineligible to retain a driver's license permit or license or obtain such if of age.~~

~~In order to qualify for reclaiming a driver's permit or license, the student must make a passing grade in at least three (3) full-unit subjects or their equivalency at the conclusion of a subsequent grading period.~~

## **NOTICE**

A copy of this Policy shall be provided to public virtual school students and their parents/guardians.

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Legal References

T.C.A. § 49-6-3007

~~T.C.A. § 49-6-3017~~

T.C.A. § 49-6-3019

T.C.A. §§ 49-16-201-216

State Board of Education Rule 0520-01-03-.05

# Germantown Municipal School District

Monitoring: <b>Review: Annually</b>	Descriptor Term: <b>Temporary COVID-19 Leave</b>	Descriptor Code: <b>5.3051</b>	Issued Date: <b>08/**/23</b> <b>06/07/22</b> <b>08/24/21</b>
		Rescinds: <b>5.3051</b>	Issued: <b>04/19/21</b>

~~In April, 2020, the Families First Coronavirus Response Act (FFCRA) became effective. The termination date of the FFCRA was December 31, 2020. However, the COVID-19 virus, and its variations, continue to infiltrate the United States, including our community. Therefore, despite the fact that the GMSD is not required by law to continue providing the benefits previously granted under the FFCRA, the Germantown Municipal School District Board of Education believes that it is in the best interest of its employees to voluntarily continue to provide some FFCRA-like benefits under the conditions set forth below for the period of June 8, 2022 through June 30, 2023.~~

~~**PAID SICK LEAVE**~~

~~GMSD employees will receive a maximum of five (5) days of paid sick leave if they are unable to work or telework because the employee:~~

- ~~1. is subject to a Federal, State, or local quarantine or isolation orders related to COVID-19;~~
- ~~2. has been advised by a health care provider to self-quarantine related to COVID-19;~~
- ~~3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;~~
- ~~4. is caring for an individual subject to or advised to quarantine or isolate due to COVID-19. The individual must be someone with a personal relationship to the employee;~~
- ~~5. is caring for his/her son or daughter whose school or place of care is closed, or person who regularly provides childcare is unavailable, for reasons related to COVID-19 and no other suitable person is available to care for the child during the requested period of leave. Son or daughter is defined as a biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing *in loco parentis*, who is under 18 years of age; or 18 years of age or older who is incapable of self-care because of a mental or physical disability.~~

~~Such leave is in addition to any paid leave that an employee may already be entitled to (e.g., existing sick leave). Employees are not required to exhaust any other paid leave benefit in order to utilize this category of paid sick leave.~~

~~Employees shall follow GMSD procedures and protocols pertaining to reporting COVID-19 exposures and infections, supporting the need for leave pertaining to the Policy, and requesting leave pertaining to same. Failure to follow such GMSD procedures and protocols could cause the leave request to be denied.~~

~~This Policy shall sunset at 11:59 p.m., June 30, 2023.~~

RESCIND

# Germantown Municipal School District

Monitoring: <b>Review: Annually</b>	Descriptor Term: <b>Employee Related Complaints</b>	Descriptor Code: <b>5.501</b>	Issued Date: <b>08/**/23</b> 11/30/21 08/25/20
		Rescinds: <b>5.501</b>	Issued: 11/12/19

## EMPLOYMENT-RELATED COMPLAINTS

The Germantown Board of Education (The Board) believes that differences of opinions arising in the course of employment should be resolved as quickly as possible and at the lowest supervisory level. Questions regarding policies, practices, procedures or conflicts between employees should be addressed to the employee’s supervisor/administrator. If the employee is not satisfied by the response provided by their supervisor/administrator or if the employee does not feel comfortable speaking with their supervisor/administrator about a matter, the employee may contact the GMSD **Assistant Superintendent of** ~~Executive Director of~~ Human Resources. If a satisfactory resolution of the problem cannot be reached after speaking with the GMSD **Assistant Superintendent of** ~~Executive Director of~~ Human Resources or Director’s designee, the employee may contact the Deputy Superintendent, ~~Chief of Operations~~. If a satisfactory resolution of the problem cannot be reached after speaking with the Deputy Superintendent, the employee may contact the Superintendent.

# Germantown Municipal School District

Monitoring: <b>Review: Annually</b>	Descriptor Term: <b>Attendance and Truancy</b>	Descriptor Code: <b>6.200</b>	Issued Date: <b>08/**/23</b> <b>08/30/22</b> <b>10/26/21</b>
		Rescinds: <b>6.200</b>	Issued: <b>08/24/21</b>

1 Attendance is a key factor in student achievement, and therefore, students are expected to be present  
2 each day school is in session. The Superintendent/designee shall develop appropriate administrative  
3 procedures to implement this policy.

4 The attendance supervisor shall oversee the entire attendance program which shall include:

- 5 1. All accounting and reporting procedures and their dissemination;
- 6
- 7 2. Alternative program options for students who severely fail to meet minimum attendance  
8 requirements;
- 9
- 10 3. Ensuring that all school age students attend school;
- 11
- 12 4. Providing documentation of enrollment status upon request for students applying for new  
13 or reinstatement of driver's permit or license;
- 14
- 15 5. Notifying the Department of Safety whenever a student with a driver's permit or license  
16 withdraws from school; and
- 17
- 18 6. Assisting the Board, under the direction of the Superintendent, with enforcement of the  
19 compulsory attendance laws of the State, and to discharge other duties that are necessary  
20 to effectuate enforcement of laws, this Policy, and any procedures related to absenteeism  
21 and truancy.

22 The Principal shall be responsible for ensuring that:

- 23 1. Attendance is checked and reported daily for each class;
- 24
- 25 2. Daily absentee sheets contain sign in/sign out sheets and indicate students present or  
26 absent for the majority of the day;
- 27
- 28 3. All student absences are verified;
- 29
- 30 4. Written excuses are submitted for absences and tardiness;
- 31
5. System-wide procedures for accounting and reporting are followed.

1 Student attendance records shall be given the same level of confidentiality as other student records. Only  
2 authorized school officials with legitimate educational purposes may have access to student information  
3 without the consent of the student or parent(s)/guardian(s).

4 The educational program offered by this District is predicated upon the presence of the student and  
5 requires continuity of instruction and classroom participation. Attendance shall be required of all  
6 students enrolled in the schools during the days and hours that the school is in session or during the  
7 attendance sessions to which she/he has been assigned.

8 The Superintendent/designee shall require, from the parent of each student of compulsory school age or  
9 from an adult student who has been absent from school or from class for any reason, a written statement  
10 of the cause for such absence within (5) days of returning to school. The Board of Education reserves  
11 the right to verify such statements and to investigate the cause of each single absence or prolonged  
12 absence.

13 Absences for which no written verification is submitted will be considered unexcused.

14 The Board considers the following factors to be reasonable excuses for time missed at school:

15 A. Personal Illness, injury, or hospitalization of student. Physician verification will be  
16 required to justify absences after the accumulation of ten (10) days of absences during  
17 the school year. Notes must be date specific and will be required for subsequent absences  
18 beyond ten (10) days. After an accumulation of ten (10) check-ins or check-outs during a  
19 school year, physician verification will be required to justify the absence from school.  
20 Any accumulation of absences, check-ins, or check-outs beyond ten (10) without  
21 physician verification will be unexcused;

22  
23 B. Personal illness in the family necessitating the presence of the student;

24  
25 C. Death in the family;

26  
27 D. School-Endorsed Activities;

28  
29 E. Absence due to the incapacity of parent/guardian;

30  
31 F. Special and recognized religious holidays regularly observed by persons of their faith;

32  
33 G. Legal court summons, court order, or subpoena when it is not a result of the student's  
34 misconduct as provided for by law;

35  
36 H. Pregnant Students;

37  
38 I. Extenuating circumstances approved by the Principal on a case-by-case basis;

39  
40 J. Upon approved request to attend a released time course in religious moral instruction;

41  
42 K. School sponsored activities; and

1  
2 L. Students participating in an activity or program sponsored by 4-H.

3  
4 **ABSENCES FOR NON-SCHOOL SPONSORED EXTRACURRICULAR ACTIVITIES:**

5 School Principals may excuse a student from school attendance to participate in a non-school sponsored  
6 extracurricular activity if the following conditions are met:

- 7 (a) The student provides documentation to the school as proof of the student's participation  
8 in the non-school sponsored extracurricular activity; and
- 9 (b) The student's parent or guardian, prior to the extracurricular activity, submits to the  
10 Principal a written request for the excused absence. The written request shall be  
11 submitted no later than seven (7) business days prior to the student's absence and shall  
12 include:
- 13 (i) The student's full name and personal identification number;
  - 14 (ii) The student's grade;
  - 15 (iii) The dates of student's absence;
  - 16 (iv) The reason for the student's absence; and
  - 17 (v) The signature of the student and the student's parent or guardian.

18 The Principal shall indicate in writing whether the absence is excused or unexcused.

19 The maximum number of days for which school Principals may excuse students for non-school  
20 sponsored extracurricular activities is ten (10) per school year; provided that the Principal may limit the  
21 number of days for which students may be excused based upon the student's grades or disciplinary  
22 record.

23 All absences must be verified in writing by the parent within two (2) days of the student's return to  
24 school.

25 Absences for which no written verification is submitted will be considered unexcused.

26 Students who have more than five (5) unexcused absences have the opportunity to appeal to the Student  
27 Services Supervisor. The decision of the Student Services Supervisor shall be final.

28 **POSTSECONDARY SCHOOL VISITS**

29 High School students participating in postsecondary school visits shall be counted as present, up to four  
30 (4) school days; however, the student shall only be counted present the day of the postsecondary visit  
31 and shall not be counted during any travel days. In order to be counted as present, the student must  
32 satisfy the following requirements:

- 33  
34 a) Prior notice from a parent or legal guardian, specifying the date of the postsecondary school visit  
35 must be provided to the school attendance secretary;

- 1        b) By no later than two (2) school days following the postsecondary school visit, the student must  
2            present the school attendance secretary with a signed letter or form from a campus official of the  
3            postsecondary institution documenting that the student visited the postsecondary institution; and  
4        c) The student must complete all schoolwork missed during the postsecondary school visit.

5        Although the student will not be counted present for travel days surrounding the aforementioned  
6        postsecondary visits, up to two (2) travel days per postsecondary school visit meeting the requirements  
7        of this Policy will be excused, provided that the student completes all schoolwork missed during the  
8        postsecondary school visit.

9        Postsecondary school visits are not required of any student. The student's parent or guardian, not  
10        GMSD, are solely responsible for facilitating postsecondary school visits and for ensuring the safety of  
11        the student during the visit.

## 12        **TRUANCY**

13        Truancy is defined as an absence for an entire school day, a major portion of the school day or the major  
14        portion of any class, study hall, or activity during the school day for which the student is scheduled.

15        By the beginning of each school year, the GMSD Student Services Supervisor shall furnish to the  
16        Principals of each school a list of students who will attend the school together with the names of the  
17        students' parents or guardians. After the opening of school, each Principal must report to the  
18        Superintendent the names of all students on the list furnished to the Principal who have not appeared for  
19        enrollment.

20        Each Principal must report to the Superintendent the names, ages, and residences of all students in  
21        attendance at the school within thirty (30) days after the beginning of the school year.

22        By the beginning of each school year, the Principal shall give written notice to the parent, guardian, or  
23        person having control of a student subject to compulsory attendance that the parent, guardian, or other  
24        person having control of the student must monitor the student's school attendance and require the student  
25        to attend school. The written notice must inform the parent, guardian, or other person having control of  
26        a student, that a student who accumulates five (5) days of unexcused absences during the school year is  
27        subject to GMSD's Progressive Truancy Plan and that continued unexcused absences may result in a  
28        referral to Juvenile Court. The five (5) days of unexcused absences need not be five (5) consecutive  
29        days of unexcused absences.

30        The Principal or designee of a school must report promptly to the GMSD Student Services Supervisor,  
31        the names of all students who have withdrawn from school or who have accumulated three (3) days of  
32        unexcused absences. Upon a student's accumulation of three (3) days of unexcused absences, the GMSD  
33        Student Services Supervisor shall serve upon the parent, guardian, or other person having control of a  
34        student subject to compulsory attendance who is unlawfully absent from school, written notice that the  
35        student's attendance at school is required by law.

36        Additionally, the Principal or designee must report promptly to the GMSD Student Services Supervisor,  
37        the names of all students who have withdrawn from school or who have accumulated five (5) days of  
38        unexcused absences. Each successive accumulation of five (5) days of unexcused absences by a student  
39        must also be reported.

1 When a student accumulates five (5) days of unexcused absences, the GMSD Student Services  
2 Supervisor shall serve upon the parent, guardian, or other person having control of a student subject to  
3 compulsory attendance who is unlawfully absent from school, written notice that the student's attendance  
4 at school is required by law. The GMSD Student Services Supervisor shall send a new notice after each  
5 successive accumulation of five (5) unexcused absences.

6 After a student has accumulated five (5) unexcused absences, and after given adequate time, as  
7 determined by the GMSD Student Services Supervisor, the student's parent, guardian, or other person  
8 having control of the student has failed to turn in documentation to excuse those absences, the GMSD  
9 Student Services Supervisor or designee shall implement the truancy intervention requirements of the  
10 second tier of the Progressive Truancy Plan.

### 11 **Progressive Truancy Plan**

12 The first tier of truancy prevention is applicable to all GMSD enrolled students. The second and third  
13 tiers of truancy intervention apply to students who have accumulated a minimum of five (5) days of  
14 unexcused absences.

#### 15 **Tier One**

16 Tier One of the Progressive Truancy Plan may include, but is not limited to, the following schoolwide  
17 prevention-oriented supports:

- 18 a) Counseling;
- 19 b) Community-based services;
- 20 c) Other services/supports to address student performance.

21 The Whole Student Director may be consulted about the school-wide prevention-oriented supports  
22 and/or individual student supports.

#### 23 **Tier Two**

24 Tier Two of the Progressive Truancy Plan shall include:

- 25 a) A conference with the GMSD Student Services Supervisor/designee, and the student and  
26 the parent, guardian, or other person having control of the student;
- 27 b) A resulting attendance contract to be signed by the student, the parent, guardian, or other  
28 person having control of the student, and the GMSD Student Services  
29 Supervisor/designee;

30 The contract must include:

- 31 (1) a specific description of the school's attendance expectations for the student;
- 32 (2) the period for which the contract is in effect; and

- 1 (3) penalties for additional absences and alleged school offenses, including additional  
2 disciplinary action and potential referral to Juvenile Court.
- 3 c) Regularly scheduled follow-up meetings, which may be with the student and the parent,  
4 guardian, or other person having control of the student, to discuss the student's progress;
- 5 d) An individualized assessment by a school employee of the reasons a student has been  
6 absent from school; and
- 7 e) If necessary, referral of the student to counseling, community-based services, or other in-  
8 school or out-of-school services aimed at addressing the student's attendance problems.

### 9 **Tier Three**

10 Tier Three of the Progressive Truancy Plan must be implemented if the truancy interventions under Tier  
11 Two are unsuccessful. Tier Three of the Progressive Truancy Plan may consist of one (1) or more of the  
12 following, at the discretion of the GMSD Student Services Supervisor.

- 13 a) School-based community services;
- 14 b) Collaboration with the Whole Student Director to provide appropriate supports for  
15 success; or
- 16 c) Saturday or after-school courses designed to improve attendance and behavior.

### 17 **Judicial Intervention Regarding Truancy**

18 Notwithstanding the above progressive truancy tiers, if any tier of progressive truancy intervention is  
19 unsuccessful, and the GMSD Students Services Supervisor can document that a parent or guardian on  
20 four (4) occasions has failed or refused to:

- 21 a) attend conferences as set forth in the GMSD Progressive Truancy Plan,
- 22 b) return telephone calls from the GMSD Student Services Supervisor,
- 23 c) attend follow-up meetings as set forth in the GMSD Progressive Truancy Plan,
- 24 d) enter into an attendance contract as set forth in the GMSD Progressive Truancy Plan, or
- 25 e) actively participate in any of the tiers of truancy intervention set forth in the GMSD  
26 Progressive Truancy Plan,

27 the GMSD Student Services Supervisor may report the student's absences to the Juvenile Court of  
28 Shelby County, Tennessee, without need to proceed to the next tier, if any.

29 Any parent, guardian, or other person who has control of a student, and who violates the State's truancy  
30 law, commits educational neglect, which is a Class C misdemeanor. Each day's unlawful absence  
31 constitutes a separate offense.

## 1 **MILITARY**

2 Notwithstanding any other law to the contrary, if a student's parent, custodian, or other person with legal  
3 custody or control of the student is a member of the United States Armed Forces, including a member  
4 of a state National Guard or a reserve component called to federal active duty, a public school Principal  
5 shall give the student:

6 (1) An excused absence for one (1) day when the member is deployed;

7

8 (2) An additional excused absence for one (1) day when the service member returns  
9 from deployment;

10 (3) Excused absences for up to ten (10) days for visitation when the member is  
11 granted rest and recuperation leave and is stationed out of the country; and

12 (4) Excused absences for up to ten (10) days cumulatively within the school year for  
13 visitation during the member's deployment cycle.

14 Total excused absences under numbers "3" and "4" above shall not exceed a total of ten (10) days within  
15 the school year.

16 Students receiving an excused absence under this section shall have the opportunity to make up  
17 schoolwork missed and shall not have their class grades adversely affected for lack of class attendance  
18 or class participation due to the excused absence. Students shall have one (1) day to make up work for  
19 each day of excused absence.

20 If necessary, verification may be required to justify absences.

21 Absences other than those outlined above shall be considered unexcused.

## 22 **CREDIT/PROMOTION DENIAL**

23 Credit/promotion denial determinations may include student attendance; however, student attendance  
24 may not be the sole criterion. However, if attendance is a factor, prior to credit/promotion denial, the  
25 following shall occur:

26 1. Parents and students shall be advised if a student is in danger of credit/promotion denial  
27 due to excessive absenteeism.

28 2. Procedures in due process are available to the student when credit or promotion is denied.

## 29 ~~**DRIVER'S LICENSE REVOCATION**~~

30 ~~More than ten (10) consecutive or fifteen (15) reported unexcused absences in a semester by a student~~  
31 ~~during any semester renders a student ineligible to retain a driver's license permit or license.~~

**1 NOTICE**

- 2 A copy of this Policy shall be posted at each school and school counselors shall be supplied copies of  
3 this Policy for discussion with students. This Policy shall be referenced in all School Handbooks. All  
4 teachers, administrative staff, and parents/guardians shall be provided a copy of this Policy.

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**Legal References**

T.C.A. § 10-7-504  
T.C.A. § 49-2-203  
T.C.A. § 49-6-2904  
T.C.A. § 49-6-3002  
T.C.A. § 49-6-3006  
T.C.A. § 49-6-3007  
T.C.A. § 49-6-3009  
T.C.A. § 49-6-3017  
T.C.A. § 49-6-3019  
T.C.A. § 49-6-3021  
T.C.A. § 49-6-3022  
T.C.A. § 49-6-3026  
20 USCA § 1232g  
State Board of Education Rule 0520-01-02-.17(5)  
State Board of Education Rule 0520-01-03-.06  
State Board of Education Policy 4.100

# RESCIND – THIS POLICY INCLUDED IN POLICY 6.313

Germantown Municipal School District			
Monitoring: <del>Review: Annually, in August</del>	Descriptor Term: <del>Zero Tolerance Offenses</del>	Descriptor Code: <del>6.309</del>	Issued Date: <del>08/**/23 12/09/19</del>
		Rescinds: <del>6.309</del>	Issued: <del>03/06/17</del>

~~The Germantown Municipal School Board will ensure a safe and secure learning environment for all of its students and staff. Immediate disciplinary action will be warranted for:~~

## ~~WEAPONS & DANGEROUS INSTRUMENTS~~

~~Students shall not possess, handle, transmit, use or attempt to use any dangerous weapon in school buildings or on school grounds at any time, or in school vehicles and/or buses or off the school grounds at a school-sponsored activity, function or event.<sup>+</sup>~~

~~Dangerous weapons for the purposes of this policy shall include, but are not limited to a firearm or anything manifestly designed, made or adapted for the purpose of inflicting death or serious bodily injury or anything that in the manner of its use or intended use is capable of causing death or serious bodily injury.<sup>2</sup>~~

~~Violators of this section shall be subject to suspension and/or expulsion from school.~~

~~Firearms (as defined in 18 U.S.C. § 921)<sup>3</sup>~~

~~In accordance with state law, any student who brings or possess a firearm on school property shall be expelled for a period of not less than one (1) calendar year. The director of schools shall have the authority to modify this expulsion requirement on a case-by-case basis.<sup>4</sup>~~

## ~~DRUGS~~

~~In accordance with state law, any student who unlawfully possesses any drug including any controlled substance or legend drug shall be expelled for a period of not less than one (1) calendar year. The director of schools shall have the authority to modify this expulsion requirement on a case-by-case basis.<sup>4</sup>~~

## ~~ASSAULT~~

~~In accordance with state law, any student who commits aggravated assault<sup>5</sup> or commits assault that results in bodily injury<sup>6</sup> upon any teacher, principal administrator, any other employee of the school or school resource officer shall be expelled for a period of not less than one (1) calendar year. The director of schools shall have the authority to modify this expulsion requirement on a case-by-case basis.<sup>4</sup>~~

## **ELECTRONIC THREATS**

~~In accordance with state law, any student who transmits by an electronic device any communication containing a credible threat to cause bodily injury or death to another student or school employee and the transmission of such threat creates actual disruptive activity at the school that requires administrative intervention shall be expelled for a period of not less than one (1) calendar year. The director of schools shall have the authority to modify this expulsion requirement on a case-by-case basis.<sup>4</sup>~~

## **NOTIFICATION**

~~When it is determined that a student has violated this policy, the principal of the school shall notify the student's parent or guardian and the criminal justice or juvenile delinquency system as required by law.<sup>7</sup>~~

RESCIND

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### Legal References

- ~~1. TCA 39-17-1309(b)~~
- ~~2. TCA 39-11-106(a)(5)~~
- ~~3. 18 USCA § 921(a)(3); 20 USCA § 7961(b)(3)~~
- ~~4. TCA 49-6-3401(g)~~
- ~~5. TCA 39-13-102~~
- ~~6. TCA 39-13-101(a)(1)~~
- ~~7. TCA 49-6-4209; TCA 39-17-1312; 20 USCA § 7961(d)(1)~~

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### Cross References

~~Discipline Procedures 6.313~~

RESCIND

## **Rationale for Revision of GMSD Policies 8.22.23 Board Work Session and 8.29.23 Business Meeting**

Recommended changes to legal reference citations are based upon formatting conformance and updates to citations based upon current laws.

***Revisions are recommended for the following.***

***First Reading – 8.29.23***

***Second Reading – September 2023 (Tentative – TBD)***

- 1) Revision 1.704 - Charter Schools - The changes recommended to this policy are precipitated by changes to State law.
- 2) Revision 4.201 – Class Size Ratios – The changes recommended to this policy are precipitated by changes to State law. Changes are also recommended in order to bring this policy into formatting conformance.
- 3) Revision 4.213 - Public Virtual School – The changes recommended to this policy are precipitated by changes to State law. The recommended change to the “report card” reference is based upon the current practice.
- 4) Rescind 5.3051 - Temporary Covid 19 Leave – The change to this policy is simply pro forma. The policy itself contained a June 30, 2023 sunset provision.
- 5) Revision 5.501 - Employee Related Complaints – The recommended change to this policy is simply pro forma and merely based upon a title changes.
- 6) Revision 6.200 - Attendance and Truancy – The recommended changes to this policy are precipitated by changes to State law.
- 7) Rescind 6.309 - Zero Tolerance Offenses – The recommended changes to this policy are precipitated by changes to State law, which added a new Zero tolerance category. However, when tending to that revision, in a continuing effort to streamline the policy manual and make it more user friendly to parents and staff, it was determined that the matters covered by policy 6.309 are already contained and modified in Board Policy 6.313, thus obviating the need to have two separate policies.



## Germantown Municipal School District Budget Amendment

Fiscal Year: 2023 - 2024

Amendment # 2

GMSD Acct #	GMSD Acct	Original Budget	Approved Changes	Requested Changes	Amended Budget
141-72410-104	Salaries and Wages	923,011	12,448	14,805	950,264
141-72410-201	Social Security	204,876	772	918	206,566
141-72410-204	Retirement	284,361	848	1,008	286,217
141-72410-212	Medicare	47,915	181	215	48,311
141-46510	TISA Revenues	35,511,427	23,012	16,946	35,551,385

**REASON FOR AMENDMENT:**

3 pay periods of salaries/fringe benefits for new HHS principal

**APPROVAL / DENIAL:**

\_\_\_\_\_ Budget revision is approved effective \_\_\_\_\_.

\_\_\_\_\_ Budget revision is denied for the following reason(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
GMSD Board Chair Date

\_\_\_\_\_  
GMSD Superintendent Date



## Germantown Municipal School District Budget Amendment

Fiscal Year: 2023 - 2024

Amendment # 3

GMSD Acct #	GMSD Acct	Original Budget	Approved Changes	Requested Changes	Amended Budget
142-71200-499	Other Supplies and Materials	-	-	409	409
142-47402-902	ARP IDEA Revenues	-	-	409	409

**REASON FOR AMENDMENT:**

ARP IDEA carryover

**APPROVAL / DENIAL:**

\_\_\_\_\_ Budget revision is approved effective \_\_\_\_\_.

\_\_\_\_\_ Budget revision is denied for the following reason(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
GMSD Board Chair Date

\_\_\_\_\_  
GMSD Superintendent Date



## Germantown Municipal School District Budget Amendment

Fiscal Year: 2023 - 2024

Amendment # 4

GMSD Acct #	GMSD Acct	Original Budget	Approved Changes	Requested Changes	Amended Budget
142-71200-725	Special Education Equipment	-	-	11,531	11,531
142-72210-524	In-service/Staff Development	-	-	25,000	25,000
142-47307-933	ESSER 2.0 Revenues	-	-	36,531	36,531

**REASON FOR AMENDMENT:**

ESSER 2.0 carryover

**APPROVAL / DENIAL:**

\_\_\_\_\_ Budget revision is approved effective \_\_\_\_\_.

\_\_\_\_\_ Budget revision is denied for the following reason(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
GMSD Board Chair Date

\_\_\_\_\_  
GMSD Superintendent Date



SHIPPING \$0.00  
SALES TAX \$0.00  
GRAND TOTAL **\$640,550.00**

PURCHASER BILLING INFO	DELIVER TO
<b>Billing Address:</b> GERMANTOWN MUNICIPAL SCHOOL DISTRIC ACCOUNTS PAYABLE 3350 FOREST HILL IRENE RD GERMANTOWN, TN 38138-8613 <b>Phone:</b> (901) 752-7900 <b>Payment Terms:</b> NET 30 Days-Govt/Ed	<b>Shipping Address:</b> GERMANTOWN MUNICIPAL SCHOOL DISTRIC JOHN PIERCE 3350 FOREST HILL IRENE RD GERMANTOWN, TN 38138-8613 <b>Phone:</b> (901) 752-7900 <b>Shipping Method:</b> UPS FREIGHT LTL, SPECIAL SERVICES
	<b>Please remit payments to:</b>  CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



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# Proposal

**Proposal Number**

2111147642

**Account Number/Name**

874323

GERMANTOWN MUNICIPAL SCHOOL DIST

**Created On**

07/13/2023

**Created By**

John Burnett

Thank you for creating your proposal, details are provided below. You can access this proposal from your [Apple Store for Education Institution](#) by searching proposal number 2111147642.

**Comments from Proposer:**

Fiscal 23-24 for 2024 Staff Refresh

Item	Product / Description	Total Quantity	Unit Price	Total Price
1	Z16V 13-inch MacBook Pro: Space Gray (Packaged in a 5-pack)  Specifications <ul style="list-style-type: none"> <li>• System on a Chip (Processor): Apple M2 chip with 8-core CPU, 10-core GPU, 16-core Neural Engine</li> <li>• Memory: 16GB unified memory</li> <li>• Storage: 256GB SSD storage</li> <li>• Trackpad: Force Touch trackpad</li> <li>• Thunderbolt: Two Thunderbolt / USB 4 ports</li> <li>• Input: Touch Bar and Touch ID</li> <li>• Display: 13-inch Retina display with True Tone</li> <li>• Pro Apps Bundle for Education: None</li> <li>• Keyboard Language: Backlit Magic Keyboard - US English</li> <li>• Accessory Kit: Accessory Kit</li> </ul>	570	1,359.00	774,630.00 USD
2	S9890LL/A 3-Year AppleCare+ for Schools 13-inch MacBook Pro Apple Silicon	570	159.00	90,630.00 USD

Subtotal 865,260.00 USD

Estimated Tax 0.00 USD

Please note that your order subtotal does not include sales tax or rebates. Sales tax and rebates, if applicable, will be added when your order is processed. Your order total may include estimated sales tax that is subject to change at the time your order is processed.

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**TO:** GMSD Board of Education  
**FROM:** The Human Resources Department  
**RE:** Stop Loss Insurance Renewal  
**DATE:** August 22, 2023

**Understandings:**

- 1) The Current Stop Loss Insurance Provider is American Fidelity (AF) through Managing General Underwriter, PERU.
- 2) The *Specific Deductible Amount* per employee who participates in our medical plan is \$125,000.
- 3) The goal of having stop loss insurance is to protect GMSD against catastrophic claims:
  - a. Currently, we have two contributing members over the \$125,000 threshold.
- 4) Stop Loss Renewal rates were based on the following number of plan participants:
  - a. Single= 271 members
  - b. Employee +1= 7 members
  - c. Family= 15 members
  - d. Total= 502 members
- 5) Lucent Health requested a total of three Stop Loss proposals from the following companies. However, only Sirius America Insurance through PERU officially submitted a firm Stop Loss rate proposal:
  - a. Sirius America Insurance (PERU)
  - b. Sun Life Assurance
  - c. Companion Life (PACE)
- 6) The *Annual Specific Premium* renewal is a decrease from the 2022/2023 school year.
- 7) The *Annual Aggregate Premium* renewal costs are flat from the 2022/2023 school year.
- 8) *Recommended total annual premium* cost for the 2023-2024 school year is \$827,783.

**Stop Loss Renewal Rates 2023**

	Current	Renewal
<b>Insurer:</b>	<b>American Fidelity (PERU)</b>	<b>Sirius America Insurance (PERU)</b>
<b>Specific Deductible:</b>	\$125,000	\$125,000
<b>Annual Total Specific Premium:</b>	\$832,248	\$793,747
<b>Annual Agg Premium:</b>	\$34,036	\$34,036
<b>Total Annual Stop Loss Premium:</b>	\$866,284	\$827,783

**Recommendation:**

The GMSD Human Resources Department’s recommendation is to support the Self-Funded Stop Loss Insurance proposal with Sirius America Insurance through PERU at a \$125,000 Specific Deductible based on the understandings presented by Lucent Health and consultants with ESP, LLC.

## Germantown Municipal School District

### School Fees - Requested Student Fees

**2023-24 School Year**

08.29.23

<b>REQUESTED STUDENT FEES - Fees for a class/course which are part of a grade and/or credit course</b>
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School	REQUESTED Fees	Purpose	Course	Requester	Notes
Dogwood Elementary	\$20.00	Instructional Fee	School Wide	Woody	Consumable materials/computer programs/novels/AR
Dogwood Elementary	\$100.00	Orchestra Fee	5th	Thurman	Books, Uniforms, Sheet Music, Accessories
Farmington Elementary	\$100.00	Orchestra Fee	5th	Short	1 shirt, Method Books, NAFME Dues, miscellaneous supplies
Forest Hill Elementary	\$35.00	ALEKS	Gifted Program	Brenneman	Advanced Math Practice
Forest Hill Elementary	\$100.00	Orchestra	5th	Smith	1 shirt, Method Books, NAFME Dues, miscellaneous supplies
GOAL	\$100.00	Graduation	N/A	Fisher	Senior graduation, Caps/Gowns
GOAL	\$20.00	PSAT	PSAT	Fisher	Cost of test and processing fee
GOAL	\$50.00	Application Fee	School Wide	Fisher	Application fee
GOAL	\$100.00	AP Exam	AP Courses	Fisher	AP Exams
Houston High	\$40.00	Course Fee	Audio/Visual Production	Hamilton	SD cards, Batteries, microphones, cables, and supplies
Houston High	\$50.00	Course Fee	All Students	All courses	Laptop insurance for 1:1 initiative
Houston High	\$100.00	Course Fee	AP Courses	Ross	AP Registration/Exam
Houston High	\$150.00	Course Fee	AP Capstone	Ross	AP Registration/Exam
Houston High	\$35.00	Course Fee	Anat&Phys	M Smith	Lab fees
Houston High	\$35.00	Course Fee	Hon A & P	M Smith	Lab Fees
Houston High	\$35.00	Course Fee	AP Bio	Wakefield	Lab fees
Houston High	\$35.00	Course Fee	AP Chemistry	Kennon	Lab Fees
Houston High	\$20.00	Course Fee	AP Computer Science A	Wartenberg	workbooks
Houston High	\$20.00	Course Fee	AP Computer Science Principles	Alsbrook	workbooks
Houston High	\$25.00	Course Fee	AP English Language	Cox/Steepleton	workbooks
Houston High	\$25.00	Course Fee	AP English Literature	McKinney/Middlekauff	workbooks
Houston High	\$35.00	Course Fee	AP Environmental Science	Whaley	Lab fees
Houston High	\$25.00	Course Fee	AP Macroeconomics/ AP Microeconomics	Lubin	workbooks
Houston High	\$50.00	Course Fee	Adv. Mixed Media	Spillman	Materials and supplies

## Germantown Municipal School District

### School Fees - Requested Student Fees

**2023-24 School Year**

08.29.23

Houston High	\$20.00	Course Fee	Adv. Painting	Spillman	Materials and supplies
Houston High	\$150.00	Course Fee	Adv Painting	Spillman	Art kits
Houston High	\$35.00	Course Fee	Art 1	Jackson	Materials and supplies
Houston High	\$15.00	Course Fee	Art 1 Honors	Jackson	Materials and supplies
Houston High	\$122.00	Course Fee	Art 1 Honors	Spillman	Art kits
Houston High	\$15.00	Course Fee	Art 2 Honors	Spillman	Materials and supplies
Houston High	\$156.00	Course Fee	Art 2 Honors	Spillman	Art kits
Houston High	\$25.00	Course Fee	Art Illustration	Spillman	Materials and supplies
Houston High	\$100.00	Course Fee	Art Illustration	Spillman	Art kits
Houston High	\$25.00	Course Fee	Art 2	Spillman	Materials and supplies
Houston High	\$35.00	Course Fee	AP Art	Spillman	Materials and supplies
Houston High	\$35.00	Course Fee	AP Drawing	Spillman	Materials and supplies
Houston High	\$150.00	Course Fee	Band	Taylor	Uniforms, instruments, repairs instruction, transportation, music, color guard, percussion
Houston High	\$35.00	Course Fee	Bio2 DE	Poole	Lab fees
Houston High	\$70.00	Course Fee	Clinical Internship	Coleman	Lab fees and medical supplies
Houston High	\$70.00	Course Fee	Diagnostic Med	Kinler	Lab fees, trip fees, supplies
Houston High	\$60.00	Course Fee	Exercise Science	Coleman	Lab fees, trip fees, supplies
Houston High	\$70.00	Course Fee	Health Sci Ed	Coleman/Kinler	Lab fees, trip fees, supplies
Houston High	\$50.00	Course Fee	Honors A Capella	Healy	Supplies and materials
Houston High	\$50.00	Course Fee	Honors Concert Choir	Healy	Supplies and materials
Houston High	\$50.00	Course Fee	Honors Treble Choir	Healy	Supplies and materials
Houston High	\$20.00	Course Fee	Human Studies	Boggan	Sewing, cooking supplies, egg babies, activities
Houston High	\$7.00	Course Fee	Latin	Purcell/Simone	National Latin Exam fees
Houston High	\$40.00	Course Fee	Life Skills Lab	TBD	Supplies, activities, and materials
Houston High	\$15.00	Course Fee	Lifespan Development	Boggan	Supplies, activities, Baby maintenance
Houston High	\$25.00	Course Fee	Mechatronics I	Houston	Supplies and materials
Houston High	\$25.00	Course Fee	Mechatronics II	Houston	Supplies and materials
Houston High	\$70.00	Course Fee	Medical Assisting	Coleman	Medical supplies
Houston High	\$70.00	Course Fee	Medical Therapeutics	Kinler	Lab fees and medical supplies
Houston High	\$50.00	Course Fee	Nutrition	Camp	Supplies and materials
Houston High	\$200.00	Course Fee	Orchestra	Kang	membership fees, music, instrument repairs, travel expenses
Houston High	\$35.00	Course Fee	Organic Chemistry Honors	Kenon	Lab Fees
Houston High	\$70.00	Course Fee	Rehabilitation Therapy	Coleman	Lab fees and medical supplies
Houston High	\$35.00	Course Fee	Robotics	Phillips	Team registration, competitive events, parts/materials
Houston High	\$35.00	Course Fee	STEM 1	Phillips	Supplies and equipment

## Germantown Municipal School District

### School Fees - Requested Student Fees

**2023-24 School Year**

08.29.23

Houston High	\$35.00	Course Fee	STEM 2	Phillips	Supplies and equipment
Houston High	\$35.00	Course Fee	STEM 3	Phillips	Supplies and equipment
Houston High	\$35.00	Course Fee	STEM 4	Phillips	Supplies and equipment
Houston High	\$145.00	Course Fee	AP Capstone	Robinson	AP Registration/Exam
Houston High	\$50.00	Course Fee	Indoor Color Guard - A	M. Taylor	Uniforms, instruments, repairs, music, transportation
Houston High	\$50.00	Course Fee	Indoor Color Guard - B	M. Taylor	Uniforms, instruments, repairs, music, transportation
Houston High	\$50.00	Course Fee	Indoor Drumline	M. Taylor	Uniforms, instruments, repairs, music, transportation
Houston High	\$8.00	Foreign Language Fair	German Honors	Penrod	Foreign Language Fair fees
Houston High	\$8.00	Foreign Language Fair	French classes	Johnson	Foreign Language Fair
Houston High	\$8.00	Foreign Language Fair	Latin classes	Simone	Foreign Language Fair
Houston High	\$4.00	French National Contest	French Honors	Johnson	French National Contest
Houston High	\$8.00	National German Exam	German Honors	Penrod/Latvatalo	National German Exam fees
Houston High	\$6.00	National Spanish Exam	Spanish Honors	Purcell/Ferryman/ Stewardson	National Spanish Exam
Houston High	\$25.00	PSAT	PSAT	Ross	Cost of test and processing fee
Houston Middle	\$30.00	1:1 Blended Learning	All students	GMSD	iPad insurance for 1:1 initiative
Houston Middle	\$25.00	Art Fee	Art	Wroblewski	Art supplies, sketchbooks, iPad apps, and printing needs
Houston Middle	\$150.00	Band Fee	Band	Nesvick	Mbrshp Fees, Venues, instrument maintenance, Registration Fees, Method Books, Sheet Music, Replacement Fees, travel costs, various band supplies
Houston Middle	\$30.00	Choir Fee - Semester	Choir	Timmerman	Sheet music, Membership fees, travel costs, various choir supplies
Houston Middle	\$60.00	Choir Fee - Year	Choir	Timmerman	Sheet music, Membership fees, travel costs, various choir supplies
Houston Middle	\$150.00	Orchestra Fee	Orchestra	Smith	Mbrshp Fees, Venues, instrument maintenance, Registration Fees, Method Books, Sheet Music, Replacement Fees, travel costs, various orchestra supplies
Riverdale Elementary	\$30.00	1:1 Blended Learning	All 7th & 8th grade	GMSD	iPad insurance for 1:1 initiative
Riverdale Elementary	\$20.00	Art Supplies/Clay	6th-8th	Sammons	Art Supplies for advanced art students
Riverdale Elementary	\$100.00	Orchestra Fee	5th	Short	field trips, NAFME membership dues, and miscellaneous supplies.
Riverdale Elementary	\$100.00	Orchestra Fee	6th-8th	Short	This fee covers their 2 shirts, method book, buses for concert festival and field trips, NAFME membership dues, and miscellaneous supplies.

**Germantown Municipal School District**

**School Fees - Requested Student Fees**

***2023-24 School Year***

08.29.23

Riverdale Elementary	\$50.00	Choir Fee	6th-8th	Caudle	Music/Supplies/T-shirt
Riverdale Elementary	\$150.00	Band Fee	6th-8th	Woodring	Music/Supplies/T-shirt
Riverdale Elementary	\$20.00	PE Uniform	5th-8th	Thompson	Required PE uniform for all 5th-8th grade students
Riverdale Elementary	\$50.00	1:1 Blended Learning-8th graders	8th	GMSD	Laptop insurance for 1:1 initiative

**Germantown Municipal School District**  
**School Fees - Activity Costs**  
**2023-24 School Year**

08.29.23

**ACTIVITY COSTS - Costs for activities which occur outside the regular school day and are not part of a credited course**

School	ACTIVITY COSTS	Purpose	Club/Athletic Team/Booster Club	Sponsor/Coach	Notes
Dogwood Elementary	\$20.00	Supplies	Student Ambassadors	Fitchpatric	T-shirts, meeting refreshments, parties
Dogwood Elementary	\$45.00	Supplies	Safety Patrol	Martin/Guntharp	Belts, badges, award Pins, t-shirt, supplies & food for two parties (Fall & Spring), end of the year awards, patrol flags
Dogwood Elementary	\$100.00	Registration and Supplies	Cross Country	Lessley	MYA fee, banquet, uniform, incentives, awards, and some meet fees
Dogwood Elementary	\$25.00	Supplies	Steel Drum Group	Smith	Shirt, music, supplies
Dogwood Elementary	\$20.00	Supplies	Art Stars	Luyendyk	Consumable materials used for art activities
Dogwood Elementary	\$35.00	Cross Country Camp	Cross Country	Lessley	Cross Country Camp Registration
Farmington Elementary	\$175.00	Costumes, uniforms, operations	Falcon Footlights (play)	Pettie	Participants will be asked to sell at least one advertisement
Farmington Elementary	\$160.00	Materials	FES 5K club	Brasfield	Entrance into races and materials - uniforms, warm ups, water bottles, etc.
Farmington Elementary	\$5.00	Supplies	Chess Club	Lane	Supplies
Farmington Elementary	\$35.00	Supplies	Guitar Club	Brookshire	Supplies
Farmington Elementary	\$40.00	Supplies	Choir	Assad	Supplies
Forest Hill Elementary	\$35.00	Supplies	Choir	Simons	Shirts and Materials
Forest Hill Elementary	\$25.00	Supplies	Farmington Farmers	House	Gardening supplies and plants
Forest Hill Elementary	\$15.00	Supplies	Composting Club	Sullivan	Supplies to build compost bins
Forest Hill Elementary	\$35.00	Registrations and Jersey	FHES Running	Wood	Registrations and jerseys
Forest Hill Elementary	\$15.00	Supplies	Art Club	Kougher	Art materials for projects
Forest Hill Elementary	\$20.00	Supplies	Kindness Club	Howard	Materials and shirts
GOAL					
Houston High	\$500.00	Annual Dues	Basketball Boys - Varsity	Sabau	Travel, equipment, supplies, miscellaneous
Houston High	\$500.00	Annual Dues	Basketball Girls	Lewis	Travel, equipment, supplies, miscellaneous, officials
Houston High	\$160.00	Annual Dues	Bowling	Quinn	entry fees, miscellaneous
Houston High	\$400.00	Annual Dues	Cross Country	M. Thomas	entry fees
Houston High	\$100.00	Annual Dues	Cross Country	M. Thomas	Uniform
Houston High	\$200.00	Annual Dues	Football	J. Thomas	Travel, equipment, supplies, miscellaneous, officials
Houston High	\$450.00	Annual Dues	Golf	Bell	Travel, equipment, supplies, gear, miscellaneous
Houston High	\$850.00	Annual Dues	Soccer Girls	Wolff	entry fees, team gear, miscellaneous
Houston High	\$300.00	Annual Dues	Track and Field	M. Thomas	entry fee and supplies
Houston High	\$100.00	Annual Dues	Track and Field	M. Thomas	uniform
Houston High	\$900.00	Annual Dues	Volleyball	Pendleton	entry fees, team gear, miscellaneous
Houston High	\$425.00	Annual Dues	Wrestling	Shirley	Entry fees, TSSAA weight management fees, travel, miscellaneous
Houston High	\$2,500.00	Annual Dues Cheer	Cheer	Woolfolk	Tumbling, entry fees, instruction, travel, competition fees
Houston High	\$5,000.00	Annual Dues Pom	Pom	H. Thomas	entry fees, instruction, travel, competition fees
Houston High	\$15.00 (underclass); \$20.00 (seniors)	Club Dues	30 and Above	Kreitz/Schmitt	zoo trip, graduation cords

**Germantown Municipal School District**  
**School Fees - Activity Costs**  
**2023-24 School Year**

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Houston High	\$20.00	Club Dues	Art Honor Society	Spillman	Dues, activities, supplies, materials
Houston High	\$25.00	Club Dues	Badminton Club	Minton	equipment, and supplies
Houston High	\$500.00	Club Dues	Basketball Cheer	Unnamed	Uniforms and instruction
Houston High	\$20.00	Club Dues	Beautifully Unique	Fisher	Activities
Houston High	\$25.00	Club Dues	Best Buddies	Clarke	Membership fees
Houston High	\$70.00	Club Dues	Beta Club	J. Smith	Activities and supplies
Houston High	\$10.00	Club Dues	Book Club	Wilder/Underwood	Activities, materials
Houston High	\$60.00	Club Dues	Cyber Patriot	Wartenberg	Registration fees, competitions, competition expenses
Houston High	\$25.00	Club Dues	Debate	McKinney	Membership fees
Houston High	\$25.00	Club Dues	DECA	Boyer	Membership dues
Houston High	\$75.00	Club Dues	Electronic Sports	McKinney	Unlimited pass, shirts/jerseys, masks, and equipment
Houston High	\$30.00	Club Dues	FBLA	TBD	Local, state competitions
Houston High	\$15.00	Club Dues	FCA	Perry	materials, activities
Houston High	\$40.00	Club Dues	FCCLA	Camp/Boggan	Local and national dues, tees
Houston High	\$30.00	Club Dues	FFA	Rose	Membership, dues
Houston High	\$25.00	Club Dues	French Club	Johnson	supplies
Houston High	\$30.00	Club Dues	Horizons	H. Thomas	field day
Houston High	\$40.00	Club Dues	HOSA	Coleman/Kinler	National & state membership dues, tees
Houston High	\$350.00	Club Dues	HOSA	Coleman/Kinler	Travel expenses - State competition
Houston High	\$850.00	Club Dues	HOSA	Coleman/Kinler	Travel expenses - National competition
Houston High	\$20.00	Club Dues	International	Penrod	consumables, gift cards, Extravaganza, Project Grad
Houston High	\$30.00	Club Dues	Key Club	J. O'Brien	Fees, activities, materials
Houston High	\$25.00	Club Fees	Knitting/Crochet Club	Bansal	Yarn, hooks, needles, other supplies
Houston High	\$25.00	Club Dues	Latin Club	Simone	Dues, National Latin Exam
Houston High	\$10.00	Club Dues	National Latin Honor Society	Simone	Supplies, honor cords
Houston High	\$20.00	Club Dues	National German Honor Society	Penrod	Membership and supplies
Houston High	\$20.00	Club Dues	Houston Mustang Mentors	Fisher	activities
Houston High	\$20.00	Club Dues	Model UN	Brock	Conference fees
Houston High	\$20.00	Club Dues	Mu Alpha Theta	Bansal	Membership, honor cords
Houston High	\$50.00	Club Dues	Nat'l Honor Society	Seboldt	Membership, honor cords
Houston High	\$150.00	Club Dues	Plays (Fall Play)	Christie	Royalties, scenic design, costumes, scripts and professionals
Houston High	\$200.00	Club Dues	Plays (Spring Musical)	Christie	Royalties, scenic design, costumes, scripts and professionals
Houston High	\$20.00	Club Dues	Pride	M. Smith/Minton	Activities, supplies
Houston High	\$40.00	Club Dues	School Newspaper	Becker	Annual subscription cost for the newspaper website
Houston High	\$20.00	Club Dues	RAK	TBD	Monies used to randomly help people
Houston High	\$35.00	Club Dues	Rescue Paws	Plaisance	Activities, supplies, materials
Houston High	\$30.00	Club Dues	Rho Kappa	Robinson	Honor cords, lecture series
Houston High	\$20.00	Club Dues	SADD	Fisher	activities, materials
Houston High	\$20.00	Club Dues	SGA	Spain	Activities, supplies, materials
Houston High	\$25.00	Club Dues	St. Jude Club	M.Thomas	activities, service project supplies
Houston High	\$20.00	Club Dues	Computer Skills USA	Juneau/Uhiren/Houston	Activities, supplies, competitions
Houston High	\$30.00	Club Dues	Social Media	Riley	Activities, supplies, materials
Houston High	\$35.00	Club Dues	Spanish Club	Almonte	Membership, fees, activities & materials
Houston High	\$20.00	Club Dues	Spanish Honor Society	Ferryman	National dues, induction expenses, Quia, supplies
Houston High	\$20.00	Club Dues	Spanish Honor Society	Ferryman	Honor cords
Houston High	\$25.00	Club Dues	SWENext	Phillips	Activities, materials
Houston High	\$20.00	Club Dues	Student Impact	TBD	Dues, donations, tees

**Germantown Municipal School District**  
**School Fees - Activity Costs**  
**2023-24 School Year**

08.29.23

Houston High	\$1,500.00	Club Dues	Trap	Stevens	Full membership, practice materials, competitions
Houston High	\$100.00	Club Dues	TSA	Phillips	State and national dues/fees; competitions
Houston High	\$20.00	Club Dues	Environmental	TBD	Activities, supplies
Houston High	\$10.00	Club Dues	Folk Dancing	Penrod	Folk Dance Outfits
Houston High	\$25.00	Club Dues	German Club	Penrod	Tees, gift cards, consumables, folk dance outfits
Houston High	\$20.00	Club Dues	Knowledge Bowl	Poole/Kennon	Competition fees, tees
Houston High	\$15.00	Club Dues	Science Club	TBD	Activities, materials
Houston High	\$95.00	Course Fee	1st & 2nd 4-hour DE course	Varied/Akey	University tuition
Houston High	\$98.00	Course Fee	3rd 3-hour DE course	Varied/Akey	University tuition
Houston High	\$195.00	Course Fee	3rd 4-hour DE course	Varied/Akey	University tuition
Houston High	\$298.00	Course Fee	4th 3-hour DE course	Varied/Akey	University tuition
Houston High	\$364.00	Course Fee	4th+ 4-hour DE course	Varied/Akey	University tuition
Houston High	\$198.00	Course Fee	5th+ 3-hour DE course	Varied/Akey	University tuition
Houston High	\$100.00	Graduation Fee	12th Grade Students	Taylor	Costs associated with graduation
Houston High	\$20.00	Knowledge Bowl Fee	Knowledge Bowl	Poole	Competition fees
Houston High	\$5.00	Latin Fall Festivus	Latin Club	Simone	Latin Fall Festivus
Houston High	\$8.00	U of M Language Fair	Latin	Simone	Entry fee
Houston High	\$5.00	Optional Exam	Latin	Purcell/Simone	National Classical Etymology Exam fees
Houston High	\$5.00	Optional Exam	Latin	Purcell/Simone	National Classical Civilization Exam fees
Houston High	\$5.00	Optional Exam	Latin	Purcell/Simone	National Latin Vocabulary Exam fees
Houston High	\$5.00	Optional Exam	Mythology	Purcell/Simone	National Mythology Exam fees
Houston High	\$3.00	Optional Exam	Translation	Purcell/Simone	CAMWS Translation Contest fees
Houston High	\$25.00	Lit Mag Fee	Literary Magazine	TBD	Materials for magazine/final product
Houston High	\$5.00	Locker Fee	Students Using Lockers	Suchman	Locker rental
Houston High	\$50.00	Membership, honor cords	National Technical Honor Society	TBD	National membership, induction services
Houston High	\$50.00	Parking Fee	Students Parking on Campus	P. Ross	Parking pass
Houston High	\$200.00	TJCL Latin Convention	Latin Club	Simone	TJCL Convention fees
Houston High	\$400.00	Annual Dues	Boys Track/Field	M. Thomas	Field maintenance, equipment, officials, supplies
Houston High	\$400.00	Annual Dues	Girls Track/Field	M. Thomas	Field maintenance, equipment, officials, supplies
Houston High	\$300.00	Annual Dues	Boys Tennis	Benzing	Field maintenance, uniforms, equipment, officials
Houston High	\$300.00	Annual Dues	Girls Tennis	Benzing	Field maintenance, uniforms, equipment, officials
Houston High	\$1,500.00	Annual Dues	Baseball	McCarter	Field maintenance, uniforms, equipment, officials
Houston High	\$500.00	Annual Dues	Softball	C. Gibbs	Field maintenance, uniforms, equipment, officials
Houston High	\$850.00	Annual Dues	Boys Soccer	Wolff	Field maintenance, uniforms, equipment, officials
Houston High	\$20.00	Club Dues	Muslim Student Association	Stephenson	Supplies
Houston High	\$20.00	Club Dues	Investment	Seboldt	Supplies
Houston High	\$20.00	Club Dues	Math	Lee	Supplies and competition entry fees
Houston High	\$30.00	Club Dues	Drama	Christie	Supplies
Houston High	\$25.00	Club Dues	Computer Science	Alsbrook	Supplies
Houston High	\$20.00	Club Dues	Mahjong	Harvey	Supplies
Houston High	\$20.00	Club Dues	Hindu Student Association	Puri	Supplies
Houston Middle	\$25.00	Artfully	Club	Higginbotham	Club shirt, art materials, meeting snacks
Houston Middle	\$250.00	Basketball Girls Varsity	Athletic Team	Carraway	Apparel package, assistant coach fee, equipment, referees
Houston Middle	\$175.00	Basketball Girls JV	Athletic Team	Carraway	Apparel package, assistant coach fee, equipment, referees
Houston Middle	\$200.00	Basketball - Boys	Athletic Team	Cook	Apparel package, assistant coach fee, equipment, referees

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Houston Middle	\$500.00	Volleyball	Club	Pendleton	uniform, refs, schedule fee, tournament fee, equipment, practice apparel, equipment, coaching fee, course fee
Houston Middle	\$140.00	Soccer	Club	Unnamed	uniforms, refs, program fees
Houston Middle	\$15.00	Battle of the Books	Club	Squires	Annual fee
Houston Middle	\$20.00	Best Buddies	Club	Turner	Club shirt, game supplies
Houston Middle	\$25.00	Beta	Club	Bell/Schoonover/Hosea	Annual fee
Houston Middle	\$3,825.00	Cheer	Athletic Team	Spurlock	Coaching fee, sponsor fee, camps, Pride tumbling, practice clothes, uniforms, bag, travel, Nationals airfare and Land Package
Houston Middle	\$50.00	Math Counts	Club	Pratt	Competition fees
Houston Middle	\$20.00	NJHS	Club	Hosea	Chapter dues, club shirt, reception supplies
Houston Middle	\$3,370.56	Pom	Booster Club	Taylor/Turner	Coaching fee, sponsor fee, camps, choreography, competition registration, Nationals, sub, dance camp, equipment, team morale happies, music, hospitality room, yearbook ads
Houston Middle	\$62.12	Girls Soccer	Athletic Team	Percoski	Refs
Houston Middle	\$150.00	Cross Country	Athletic Team	Gunnell	Reg. Fees/Travel/Uniforms/Awards/Banquet/Training/Stipend
Houston Middle	\$20.00	Language Club	Club	Fowler	T Shirt, arts and crafts supplies
Houston Middle	\$30.00	Science Olympiad	Club	S.Jordan	Registration for competition
Houston Middle	\$204.00	Boys Soccer	Athletic Team	Unnamed	Coach/Uniforms/Teamsnap/Ref fees/stipends
Houston Middle	\$120.00	Track & Field	Athletic Team	Andereck	Fees/travel/uniform/awards/banquet/stipends/team supplies
Houston Middle	\$250.00	Girls Basketball - Varsity	Athletic Team	Carraway	Banquet/awards
Houston Middle	\$175.00	Girls Basketball - JV	Athletic Team	Carraway	Banquet/awards
Houston Middle	\$300.00	Baseball	Athletic Team	Unnamed	Uniforms, baseballs, hats, hoodies, t- shirts, and sponsorship costs.
Houston Middle	\$30.00	Club Dues	MythMaker	Simone	T-shirt, materials, snacks, awards
Riverdale Elementary	\$4,000.00	Cheer	Booster Club	Woolfolk	Coaching fee, sponsor fee, camps, Pride tumbling, practice clothes, uniforms, bag, travel, Nationals airfare and Land Package
Riverdale Elementary	\$20.00	Dues	NJHS	Young	Annual Dues-certificates/pins
Riverdale Elementary	\$15.00	Dues	Beta Club	Harbin	Dues
Riverdale Elementary	\$20.00	Fee	Kids Care	Padgett	T-shirt/supplies/pizza party
Riverdale Elementary	\$75.00	Fee	Riverdale Theatre	Moss	Participation fee for Spring Musical to help cover expenses
Riverdale Elementary	\$150.00	JV Basketball	6th/7th	Freeman	League Fees, shirt, awards/party
Riverdale Elementary	\$276.00	Girls Basketball	6-8th	Owsley	Warm up shirt, warmup pants/jacket, shoes, socks, and athletic bag
Riverdale Elementary	\$15.00	Glee Club	1-5th	Caudle	Shirt, decorations for show
Riverdale Elementary	\$100.00	Raider Theater	1-8th	Moss/Stevens	T-shirt, costumes, set, material
Riverdale Elementary	\$20.00	Production Club	5-8th	Moss/Stevens	T-shirt, materials
Riverdale Elementary	\$5.00	Riverdale Rocks	3-5th	Sutton	Paint, supplies
Riverdale Elementary	\$15.00	Intramural Club	4-6th	Huggins	Shirt, supplies
Riverdale Elementary	\$80.00	Cross Country	3-8th	Faught	MYA fees and supplies
Riverdale Elementary	\$75.00	Track	3-8th	Dodge	MYA fees, jersey
Riverdale Elementary	\$6.00	Junior Honors Academy	8th	Ward/Ponder	Optional shirt
Riverdale Elementary	\$25.00	Ambassadors	8th	Fisher	2 shirts
Riverdale Elementary	\$3.00	Pay It Forward Club	6-7th	Dodson/Curtis/Edens	Supplies, end of year party
Riverdale Elementary	\$140.00	Honors Choir	6-8th	Caudle	Shirt, music, festivals, busses, attire rental (trip is separate)
Riverdale Elementary	\$10.00	Girls Club	3-5th	Greenberg	Art supplies, snacks
Riverdale Elementary	\$255.00	Swim Team	6-8th	Fristick	League Fees, shirt, cap, t-shirt, Germantown Athletic Club use
Riverdale Elementary	\$255.00	Soccer	6-8th	Lawton	Equipment, uniforms and fees
Riverdale Elementary	\$220.00	Golf	6-8th	Young/Byrd	Equipment, uniforms and fees

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Riverdale Elementary	\$500.00	Volleyball A/B teams	6th-8th	Carlyle	Equipment, uniforms and fees
Riverdale Elementary	\$300.00	Volleyball Blue and Gray Team	6th-8th	Carlyle	Equipment, uniforms and fees
Riverdale Elementary	\$85.00	Tennis	6th-8th	Darder	Uniforms and fees
Riverdale Elementary	\$950.00	Trap	6th-8th	Edens	Equipment, uniforms and fees
Riverdale Elementary	\$25.00	Club Dues	Chess	Brashier/Lawton	T-shirt, materials
Riverdale Elementary	\$30.00	Club Dues	MythMaker	Simone	T-shirt, materials, snacks, awards