



Williamson County School Board Meeting

April 20, 2020 6:30 PM

Executive Committee

1. Call to Order

- a. Record Attendance
- b. Pledge of Allegiance

2. Williamson County School Board is Meeting Electronically Because it is Necessary to Protect Public Health, Safety and Welfare in Light of the Coronavirus.

- a. Williamson County School Board Meeting held pursuant to Executive Order #16 signed by Governor Bill Lee.
- b. Waiver of Williamson County School Board Policy 1.400 School Board Meetings and Work Sessions

3. Items of Particular Public Interest (Public Comment)

4. Approval of Agenda

5. Approval of Consent Agenda

- a. March 30, 2020 School Board Meeting Minutes
- b. Board Policies - Second Reading
 - I. 3.405 Commercial Advertising on Williamson County School Buses
 - II. 3.604 Public Records Request
 - III. 4.302 Field Trips
- c. 2020-2021 Proposed Classified Pay Chart

6. Communications to the Board

- a. Superintendent's Report
- b. Board Chairman's Report

7. Unfinished Business

8. New Business

- a. 2020-2021 Facilities Use Fee Schedule
- b. Superintendent's Tenure Recommendation to the Board
- c. High School 2019-2020 Graduation Window
- d. Resolution By The Williamson County Board of Education To Suspend Board Policies Impacted by the COVID-19 Pandemic

9. Adjournment



Williamson County School Board Meeting
March 30, 2020 6:30 PM
Professional Development Room 1761 West Main Street
Electronic – Zoom Meeting
Live Feed of the Meeting Provided

1. Call to Order

a. Record Attendance

Attendance Taken at 6:30 PM.

Mr. Gary Anderson:	Present
Mr. Dan Cash:	Present
Ms. Sheila Cleveland:	Present
Mrs. Angela Durham:	Present
Mrs. Candace Emerson:	Present
Mr. Brad Fiscus:	Present
Mr. Jay Galbreath:	Present
Mrs. Nancy Garrett:	Present
Mr. KC Haugh:	Present
Mr. Eliot Mitchell:	Present
Mr. Eric Welch:	Present
Mr. Rick Wimberly:	Present

Present: 12

Absent: 0

b. Pledge of Allegiance

Superintendent Jason Golden and Chairman Gary Anderson led the Pledge of Allegiance after which the Board observed a moment of silence.

2. Chairman Anderson stated “Williamson County School Board is Meeting Electronically Because it is Necessary to Protect Public Health, Safety and Welfare in Light of the Coronavirus.”

a. Williamson County School Board Meeting held pursuant to Executive Order #16 signed by Governor Bill Lee.

Chairman Anderson called on Superintendent Golden who recommended approval for the School Board to meet electronically pursuant to Governor Bill Lee’s Executive Order #16.

Motion Passed: Motion by Mrs. Nancy Garrett to approve that the Williamson County School Board is meeting electronically because it is necessary to protect public health, safety and welfare in light of the coronavirus. A second was made by Mr. Eliot Mitchell. Chairman Anderson called for a roll call vote on the motion.

Mr. Gary Anderson: Yes

Mr. Dan Cash: Yes
Ms. Sheila Cleveland: Yes
Mrs. Angela Durham: Yes
Mrs. Candace Emerson: Yes
Mr. Brad Fiscus: Yes
Mr. Jay Galbreath: Yes
Mrs. Nancy Garrett: Yes
Mr. KC Haugh: Yes
Mr. Eliot Mitchell: Yes
Mr. Eric Welch: Yes
Mr. Rick Wimberly: Yes
Yes: 12, Nay: 0

b. Waiver of Williamson County School Board Policy 1.400 School Board Meetings and Work Sessions

Chairman Anderson called on Superintendent Golden who recommended approval to waive Board Policy 1.400 School Board Meetings and Work Sessions which allows the Board to meet electronically.

Motion Passed: Motion by Mrs. Nancy Garrett to approve that the Williamson County School Board waive Williamson County School Board Policy 1.400 School Board Meetings and Work Sessions. A second was made by Mr. KC Haugh. Chairman Anderson called for a roll call vote on the motion.

Mr. Gary Anderson: Yes
Mr. Dan Cash: Yes
Ms. Sheila Cleveland: Yes
Mrs. Angela Durham: Yes
Mrs. Candace Emerson: Yes
Mr. Brad Fiscus: Yes
Mr. Jay Galbreath: Yes
Mrs. Nancy Garrett: Yes
Mr. KC Haugh: Yes
Mr. Eliot Mitchell: Yes
Mr. Eric Welch: Yes
Mr. Rick Wimberly: Yes
Yes: 12, Nay: 0

3. Items of Particular Public Interest (Public Comment)

The Williamson County School Board is meeting via electronic and there is no public comment.

4. Approval of Agenda

Chairman Anderson presented the agenda for approval.

Motion Passed: Motion by Ms. Sheila Cleveland to approve. A second was made by Mr. Eliot Mitchell. Chairman Anderson called for a roll call vote on the motion.

Yes
Mr. Gary Anderson: Yes
Mr. Dan Cash: Yes
Ms. Sheila Cleveland: Yes
Mrs. Angela Durham: Yes
Mrs. Candace Emerson: Yes
Mr. Brad Fiscus: Yes

Mr. Jay Galbreath: Yes
Mrs. Nancy Garrett: Yes
Mr. KC Haugh: Yes
Mr. Eliot Mitchell: Yes
Mr. Eric Welch: Yes
Mr. Rick Wimberly: Yes
Yes: 12, Nay: 0

5. Approval of Consent Agenda

Chairman Anderson presented the consent agenda for approval.

Motion Passed: Motion by Mr. Eliot Mitchell to approve. A second was made by Mrs. Angela Durham. Chairman Anderson called for a roll call vote on the motion.

Mr. Gary Anderson: Yes
Mr. Dan Cash: Yes
Ms. Sheila Cleveland: Yes
Mrs. Angela Durham: Yes
Mrs. Candace Emerson: Yes
Mr. Brad Fiscus: Yes
Mr. Jay Galbreath: Yes
Mrs. Nancy Garrett: Yes
Mr. KC Haugh: Yes
Mr. Eliot Mitchell: Yes
Mr. Eric Welch: Yes
Mr. Rick Wimberly: Yes
Yes: 12, Nay: 0

a. February 17, 2020 School Board Meeting Minutes

6. Communications to the Board

a. Superintendent's Report

Superintendent Golden provided an update on the Coronavirus and how it has affected school district operations. He also reviewed the current district plans for parents, students and teachers.

b. Board Chairman's Report

Chairman Anderson thanked all the parents, students, staff and Administration for their patience during this pandemic.

7. Unfinished Business

There was no unfinished business.

8. New Business

a. 2019-2020 School Board Budget

I. General Purpose School Fund Budget Amendment

Chairman Anderson called on Superintendent Golden who recommended approval of the General Purpose School Fund Budget Amendment appropriating \$28,500 from donated funds for the Superintendent's Celebration.

Motion Passed: Motion by Mr. Eliot Mitchell to approve. A second was made by Mr. Rick Wimberly. Chairman Anderson called for a roll call vote on the motion.

Mr. Gary Anderson: Yes

Mr. Dan Cash: Yes
Ms. Sheila Cleveland: Yes
Mrs. Angela Durham: Yes
Mrs. Candace Emerson: Yes
Mr. Brad Fiscus: Yes
Mr. Jay Galbreath: Yes
Mrs. Nancy Garrett: Yes
Mr. KC Haugh: Yes
Mr. Eliot Mitchell: Yes
Mr. Eric Welch: Yes
Mr. Rick Wimberly: Yes
Yes: 12, Nay: 0

b. 2020-2021 High School Courses

Chairman Anderson called on Superintendent Golden who recommended approval of the 2020-2021 High School Courses as presented.

Motion Passed: Motion by Mrs. Angela Durham to approve. A second was made by Mr. KC Haugh. Chairman Anderson called for a roll call vote on the motion.

Mr. Gary Anderson: Yes
Mr. Dan Cash: Yes
Ms. Sheila Cleveland: Yes
Mrs. Angela Durham: Yes
Mrs. Candace Emerson: Yes
Mr. Brad Fiscus: Yes
Mr. Jay Galbreath: Yes
Mrs. Nancy Garrett: Yes
Mr. KC Haugh: Yes
Mr. Eliot Mitchell: Yes
Mr. Eric Welch: Yes
Mr. Rick Wimberly: Yes
Yes: 12, Nay: 0

c. 2020-2021 Special Course Applications

Chairman Anderson called on Superintendent Golden who recommended approval for the 2020-2021 Special Course Applications as presented.

Motion Passed: Motion by Ms. Sheila Cleveland to approve. A second was made by Mr. Brad Fiscus. Chairman Anderson called for a roll call vote on the motion.

Mr. Gary Anderson: Yes
Mr. Dan Cash: Yes
Ms. Sheila Cleveland: Yes
Mrs. Angela Durham: Yes
Mrs. Candace Emerson: Yes
Mr. Brad Fiscus: Yes
Mr. Jay Galbreath: Yes
Mrs. Nancy Garrett: Yes
Mr. KC Haugh: Yes

Mr. Eliot Mitchell: Yes
Mr. Eric Welch: Yes
Mr. Rick Wimberly: Yes
Yes: 12, Nay: 0

d. Textbook Adoption Committee Recommendations

Chairman Anderson called on Superintendent Golden who recommended approval of the Textbook Adoption Committee Recommendations for ELA Textbooks/Resources, CTE (Criminal Justice, Culinary Arts, Journalism) Textbooks/Materials.

Motion Passed: Motion by Mr. Rick Wimberly to approve. A second was made by Mr. Eliot Mitchell. Chairman Anderson called for a roll call vote on the motion.

Mr. Gary Anderson: Yes
Mr. Dan Cash: Yes
Ms. Sheila Cleveland: Yes
Mrs. Angela Durham: Yes
Mrs. Candace Emerson: Yes
Mr. Brad Fiscus: Yes
Mr. Jay Galbreath: Yes
Mrs. Nancy Garrett: Yes
Mr. KC Haugh: Yes
Mr. Eliot Mitchell: Yes
Mr. Eric Welch: Yes
Mr. Rick Wimberly: Yes
Yes: 12, Nay: 0

e. Board Policies - First Reading

I. 3.405 Commercial Advertising on Williamson County School Buses

Chairman Anderson called on Superintendent Golden who recommended approval on Board Policy 3.405 Commercial Advertising on Williamson County School Buses on first reading as presented.

Motion Passed: Motion by Mr. Rick Wimberly to approve. A second was made by Mr. Dan Cash. Chairman Anderson called for a roll call vote on the motion.

Mr. Gary Anderson: Yes
Mr. Dan Cash: Yes
Ms. Sheila Cleveland: Yes
Mrs. Angela Durham: Yes
Mrs. Candace Emerson: Yes
Mr. Brad Fiscus: Yes
Mr. Jay Galbreath: Yes
Mrs. Nancy Garrett: Yes
Mr. KC Haugh: Yes
Mr. Eliot Mitchell: Yes
Mr. Eric Welch: Yes
Mr. Rick Wimberly: Yes
Yes: 12, Nay: 0

II. 3.604 Public Records Request

Chairman Anderson called on Superintendent Golden who recommended approval of Board Policy 3.604 Public Records Request on first reading as presented.

Motion Passed: Motion by Mrs. Nancy Garrett to approve. A second was made by Mrs. Angela Durham. Chairman Anderson called for a roll call vote on the motion.

Mr. Gary Anderson: Yes
Mr. Dan Cash: Yes
Ms. Sheila Cleveland: Yes
Mrs. Angela Durham: Yes
Mrs. Candace Emerson: Yes
Mr. Brad Fiscus: Yes
Mr. Jay Galbreath: Yes
Mrs. Nancy Garrett: Yes
Mr. KC Haugh: Yes
Mr. Eliot Mitchell: Yes
Mr. Eric Welch: Yes
Mr. Rick Wimberly: Yes
Yes: 12, Nay: 0

III. 4.302 Field Trips

Chairman Anderson called on Superintendent Golden who recommended approval on Board Policy 4.302 Field Trips on first reading as presented.

Motion Passed: Motion by Mr. Brad Fiscus to approve. A second was made by Mrs. Angela Durham. Chairman Anderson called for a roll call vote on the motion.

Mr. Gary Anderson: Yes
Mr. Dan Cash: Yes
Ms. Sheila Cleveland: Yes
Mrs. Angela Durham: Yes
Mrs. Candace Emerson: Yes
Mr. Brad Fiscus: Yes
Mr. Jay Galbreath: Yes
Mrs. Nancy Garrett: Yes
Mr. KC Haugh: Yes
Mr. Eliot Mitchell: Yes
Mr. Eric Welch: Yes
Mr. Rick Wimberly: Yes
Yes: 12, Nay: 0

f. Waiver of 2019-2020 Instructional Days

Chairman Anderson called on Superintendent Golden who recommended approval for a waiver of the 2019-2020 Instructional Days with the State of Tennessee Department of Education.

Motion Passed: Motion by Mr. KC Haugh to approve. A second was made by Mr. Brad Fiscus. Chairman Anderson called for a roll call vote on the motion.

Mr. Gary Anderson: Yes
Mr. Dan Cash: Yes
Ms. Sheila Cleveland: Yes
Mrs. Angela Durham: Yes
Mrs. Candace Emerson: Yes

Mr. Brad Fiscus:	Yes
Mr. Jay Galbreath:	Yes
Mrs. Nancy Garrett:	Yes
Mr. KC Haugh:	Yes
Mr. Eliot Mitchell:	Yes
Mr. Eric Welch:	Yes
Mr. Rick Wimberly:	Yes
Yes: 12, Nay: 0	

9. Adjournment

There being no further business, Chairman Anderson adjourned the meeting at 7:52 p.m.

Chairperson

Superintendent

Williamson County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Commercial Advertising on Williamson County School Buses	Descriptor Code: 3.405	Issued Date: 11/18/19
		Rescinds: 3.4003	Issued: 05/27/14

- 1 Commercial advertising space shall be displayed on the exterior or interior of Williamson County
2 School Buses and is subject to the following restrictions and limitations:¹
- 3 1. ~~Advertising~~ The size and location of the advertisement shall be in accordance with state law
4 and approved by the Superintendent of Schools or his/her designee;¹
5
 - 6 2. The Superintendent of Schools or his/her designee shall be responsible for the sale and
7 approval of the advertisement;
8
 - 9 3. Advertising space shall be limited to the rear quarter panel of each school bus. No more than
10 two (2) advertisements per rear quarter panel shall be permitted.
11
 - 12 4. There shall be no advertising on school buses of tobacco products, alcohol products, political
13 campaigns,² or individual food items that cannot be sold to students through vending
14 machines;³ ~~Advertising space on each bus shall not exceed sixteen inches (16") in height and
15 sixty inches (60") in length on each side of the bus.~~
 - 16
 - 17 5. All advertising shall be displayed in black lettering on a white background, and/or include
18 vendor logo;
19
 - 20 ~~6. There will be no advertisement of tobacco products, alcohol products,~~
21
 - 22 7. The only advertisement authorized under this policy is the following: "(Name of Vendor)
23 Supports Williamson County Schools;"
24
 - 25 8. The advertisements shall not cover any structural or sheet metal damage or alterations;
26
 - 27 9. Costs of advertising shall not exceed \$1,500 annually per school bus.

Legal References

1. TCA 49-6-2109(d); TRR/MS 0520-01-05-.01(7)
2. TCA 2-19-144
3. TCA 49-6-2307

Williamson County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Public Records Request	Descriptor Code: 3.604	Issued Date: 11/18/19
		Rescinds: 3.604	Issued: 08/21/17

1 The Tennessee Public Records Act (“TPRA”) provides that all state, county and municipal records
2 shall, at all times during business hours be open for personal inspection by any citizen of this state, and
3 those in charge of the records shall not refuse such right of inspection to any Tennessee citizen, unless
4 otherwise provided by state law.¹ Accordingly, the public records of Williamson County Schools
5 (“WCS”) are presumed to be open for inspection unless otherwise provided by law. Access to public
6 records shall be limited to Tennessee citizens.

7 Personnel of Williamson County Schools shall timely and efficiently provide access and assistance to
8 Tennessee citizens requesting to view or receive copies of public records to the degree required by
9 applicable law. No provisions of this Policy shall be used to hinder access to open public records.
10 However, the integrity and organization of public records, as well as the efficient and safe operation of
11 Williamson County, shall be protected as provided by current law. Concerns about this Policy should
12 be addressed to the Public Records Request Coordinator for Williamson County Schools or to the
13 Tennessee Office of Open Records Counsel (“OORC”).

14 This Policy is available for inspection and duplication at the Williamson County School’s central
15 office and at www.wcs.edu. This Policy shall be reviewed every two years to ensure continued
16 compliance with applicable law.

17 This Policy shall be applied consistently throughout the various offices, departments, and/or divisions
18 of Williamson County Schools.

19 **Definitions:**

- 20 1. Records Custodian: The office, official or employee lawfully responsible for the direct custody
21 and care of a public record. The records custodian is not necessarily the original preparer or
22 receiver of the record.
23
- 24 2. Public Records: All documents, papers, letters, maps, books, photographs, microfilms,
25 electronic data processing files and output, films, sound recordings, or other material,
26 regardless of physical form or characteristics, made or received pursuant to law or ordinance or
27 in connection with the transaction of official business by any governmental agency.
28
- 29 3. Public Records Request Coordinator: The individual, or individuals, designated in Section III,
30 A.3 of this Policy who has, or have, the responsibility to ensure public record requests are
31 routed to the appropriate records custodian and are fulfilled in accordance with the TPRA. The
32 Public Records Request Coordinator (“PRRC”) may also be a records custodian.

- 1 4. Requestor: A Tennessee Citizen seeking access to a public record, whether it is for inspection
2 or duplication.

3 Requesting Access to Public Records

- 4 1. Public record requests shall be made to the Public Records Request Coordinator
5 ("Coordinator") or his/her designee in order to ensure public record requests are routed to the
6 appropriate records custodian and fulfilled in a timely manner.
7
- 8 2. ~~Requests for inspection only cannot be required to be made in writing. The Coordinator should~~
9 ~~request a mailing or email address from the requestor for providing any written communication~~
10 ~~required or permitted under the TPRA. Requests for inspections may be made orally. WCS~~
11 ~~would, however, prefer but does not require a written or digital request. The Coordinator shall,~~
12 ~~however, request a U.S. mail address or email address from the Requestor in order to provide~~
13 ~~any written communication required under the TPRA.~~
14
- 15 3. Requests for inspection may be made orally, ~~or~~ in writing or in person at the Williamson
16 County Schools Central Office located at 1320 Main Street, Suite 202, Franklin, Tennessee
17 37064; by U.S. mail at the Williamson County Schools, 1320 Main Street, Suite 202, Franklin,
18 Tennessee 37064 or by calling Williamson County Schools at 615-472-4000.
19
- 20 4. Requests for copies of public records shall be made in writing delivered in one of the following
21 ways: in person at the Williamson County Schools Central Office located at 1320 Main Street,
22 Suite 202, Franklin, Tennessee 37064; by U.S. mail at the Williamson County Schools, 1320
23 Main Street, Suite 202, Franklin, Tennessee 37064 or by calling Williamson County Schools at
24 615-472-4000.
25
- 26 5. Proof of Tennessee citizenship by presentation of a valid Tennessee driver's license or
27 alternative acceptable form of ID is not required as a condition to inspect or receive copies of
28 public records, unless there is an indication that the Requestor is not a Tennessee citizen.

29 Responding to Public Records Requests

- 30 1. The Coordinator shall review public record requests and make an initial determination of the
31 following: a. If the requestor provided evidence of Tennessee citizenship; b. Whether the
32 records requested are described with sufficient specificity to identify them; and c. Whether the
33 records are Williamson County Schools records and, if so, what Williamson County School is
34 the custodian of the records
35
- 36 2. The PRRC shall acknowledge receipt of the request and take any of the following appropriate
37 action(s):
38
- 39 a. Advise the requestor of this Policy and ask for proof of Tennessee citizenship;
40
- 41 b. If the requester asks for copies explain the form that needs to be completed and any
42 fees, if not otherwise waived.
43

- 1 c. If permitted under this Policy, the Custodian shall inform the requester in writing that
2 the request has been denied and an explanation of the reason why the request is denied,
3 including any one of the following reasons:
 - 4 i. The requestor is not, or has not presented evidence of being, a Tennessee citizen.
 - 5 ii. The requestor's description of the records is not specific enough to determine
6 what records are being requested.
 - 7 iii. An exemption makes the record not subject to disclosure under the TPRA and
8 provide the exemption in written detail.
 - 9 iv. Williamson County Schools are not the custodian of the requested records.
 - 10 v. The records do not exist.
- 11
- 12 d. If appropriate, contact the requestor to see if the public records request can be narrowed
13 [and/or clarified](#).
- 14
- 15 e. If known, forward the records request to the appropriate records custodian in
16 Williamson County School.
- 17
- 18 f. If requested records are in the custody of a different governmental entity, and the
19 Coordinator knows the correct governmental entity, advise the requestor of the correct
20 governmental entity and Coordinator for that entity if known.
- 21
- 22 3. The designated Coordinators for Williamson County are:
 - 23
 - 24 a. For Requests from citizens of the State of Tennessee to Williamson County Schools is
25 Dana Ausbrooks General Counsel;
 - 26
 - 27 b. For Personnel Requests to Williamson County Schools is Vickie Hall, Assistant
28 Superintendent of Human Resources;
 - 29
 - 30 c. For Media Requests to Williamson County Schools is Carol Birdsong, Communications
31 Director;
 - 32
 - 33 d. [Contact Information: Williamson County Schools, 1320 West Main Street, Suite 202,
34 Franklin, Tennessee 37064; \[public.records@wcs.edu\]\(mailto:public.records@wcs.edu\)](#).
 - 35
- 36 4. Distributing Public Records Request to the Appropriate Records Custodian:
 - 37
 - 38 a. Upon receiving a public records request, a records custodian shall promptly make
39 requested public records available in accordance with Tenn. Code Ann. § 10-7-503. If
40 the records custodian is uncertain that an applicable exemption applies, the custodian
41 may consult with the Coordinator, legal counsel, or the Office of Records Counsel.
 - 42
 - 43 b. If not practicable to promptly provide requested records because additional time is
44 necessary to determine whether the requested records exist; to search for, retrieve, or
45 otherwise gain access to records; to determine whether the records are open; to redact
46 records; or for other similar reasons, then a records custodian shall, within seven (7)

- 1 business days from the records custodian's receipt of the request notify the requestor in
2 writing.
- 3
- 4 c. If a records custodian denies a public record request, he or she shall deny the request in
5 writing.
- 6
- 7 d. If a records custodian reasonably determines production of records should be segmented
8 because the records request is for a large volume of records, or additional time is
9 necessary to prepare the records for access, the records custodian shall notify the
10 requestor in writing that production of the records will be in segments and that a records
11 production schedule will be provided as expeditiously as practicable. If appropriate, the
12 records custodian should contact the requestor to see if the request can be narrowed.
- 13
- 14 e. If a records custodian discovers records responsive to a records request were omitted,
15 the records custodian should contact the requestor concerning the omission and produce
16 the records as quickly as practicable.
- 17
- 18 5. Redacting Confidential Information or Information not otherwise subject to the Public Records
19 Act.
- 20
- 21 a. If a record contains confidential information or information that is not open for public
22 inspection, the records custodian shall prepare a redacted copy prior to providing
23 access. If questions arise concerning redaction, the records custodian should coordinate
24 with counsel or other appropriate parties regarding review and redaction of records.
- 25
- 26 b. Whenever a redacted record is provided, a records custodian should provide the
27 requestor with the basis for redaction. The basis given for redaction shall be general in
28 nature and not disclose confidential information. [A records custodian is otherwise not
29 required to provide any sort of privilege log.](#)
- 30
- 31 6. Inspection of Records
- 32
- 33 a. There shall be no charge for inspection of open public records [that are subject to
34 inspection under the TPRA.](#)
- 35
- 36 b. [Inspection of public records shall take place at Williamson County Schools located in
37 Williamson County, Tennessee. The location for inspection of public records within
38 Williamson County Schools shall be determined by the PRRC or the appropriate
39 records custodian. A member of WCS staff will assist the requestor while inspecting
40 public records.](#)
- 41
- 42 c. [Appointments for inspection of public records are required.](#) The record Custodian will
43 cooperate with the requester and try to schedule a time during regular business hours
44 that is convenient for the requestor.
- 45

1 7. Copies of Records

- 2
- 3 a. A records custodian shall promptly respond to a public record request for copies.
- 4
- 5 b. Copies will be available for pickup at a location specified by the records custodian.
- 6
- 7 c. Upon payment for postage, copies will be delivered to the requestor's home address by
- 8 the United States Postal Service.
- 9
- 10 d. A requestor is not permitted to make copies of records with any type of personal
- 11 equipment, including but not limited to cell phones, portable scanners, flash drives or
- 12 portable copy machines, and is prohibited from removing the records to have copied by
- 13 a third party.
- 14

15 8. Fees and Charges and Procedures for Billing and Payment

- 16
- 17 a. Records custodians shall provide requestors with an itemized estimate of the charges
- 18 prior to producing copies of records, to the extent possible, and may require pre-
- 19 payment of such charges before producing requested records.
- 20
- 21 b. When fees for copies and labor do not exceed five dollars (\$5.00), the fees may be
- 22 waived. Requests for waivers of any fees above must be presented to the Coordinator
- 23 who is authorized to determine if such waiver is in the best interest of Williamson
- 24 County and in the public good. Fees associated with aggregated records requests will
- 25 not be waived.
- 26
- 27 c. The Superintendent, or his or her designee, may waive or reduce any part of the fees
- 28 calculated under this policy upon a submission of a written request for waiver or
- 29 reduction. Any decision to waive or reduce the fees is in the sole discretion of the
- 30 Superintendent, is not subject to judicial review and does not establish any precedent.
- 31
- 32 d. Payment in advance is required for all requests for copies of public records.
- 33
- 34 e. Fees and charges for copies are as follows:
- 35 i. \$0.15 per page for letter- and legal-size black and white copies.
- 36 ii. \$0.50 per page for letter- and legal-size color copies.
- 37 iii. Other fees: A Public Records Custodian may charge higher fees for copies of
- 38 documents that are on a medium other than 8½ x 11 inch paper or 8½ x 14 inch
- 39 paper.
- 40 iv. Cost of Labor to produce copies. When the total time to fulfill a public records
- 41 request exceeds 1 hour the records custodian may charge the Requester a labor
- 42 fee after the Requester is notified of the labor charge.
- 43 1. In calculating the charge for labor, a Records Custodian shall determine
- 44 the number of hours each employee spent producing a request.
- 45 2. The Records Custodian shall then subtract the 1 hour threshold from the
- 46 number of hours the highest paid employee spent producing the request.

1 3. The Records Custodian will then multiply the total number of hours to be
2 charged for the labor of each employee by that employee's hourly wage.

3 4. Finally, the Records Custodian will add together the totals for all the
4 employees involved in the request and that will be the total amount of
5 labor that can be charged.

6 v. In calculating the charge for labor, a Records Custodian shall determine the
7 number of hours each employee spent producing a request.

8 vi. The Records Custodian shall then subtract the 1 hour threshold from the number
9 of hours the highest paid employee spent producing the request.

10 vii. The Records Custodian will then multiply the total number of hours to be
11 charged for the labor of each employee by that employee's hourly wage.

12 viii. Finally, the Records Custodian will add together the totals for all the employees
13 involved in the request and that will be the total amount of labor that can be
14 charged.

15 ix. If an outside vendor is used, the actual costs assessed by the vendor.

~~x. Payment in advance is required.~~

16 9. Aggregation of Frequent and Multiple Requests.

17 a. Williamson County Schools ~~will not~~ [may](#) aggregate public record requests when more
18 than (4) requests are received within a calendar month either from a single individual or
19 a group of individuals deemed working in concert, [and WCS adopts the "Frequent and](#)
20 [Multiple Request Policy"](#) and any successor policy developed by the Office of Open
21 Records Counsel.

22 b. [Such requests may be aggregated on any level whether by school, department, program,](#)
23 [office or otherwise.](#)

24 c. [The PRRC is responsible for making the determination that a group of individuals are](#)
25 [working in concert. The PRRC must inform the individuals that they are deemed to be](#)
26 [working in concert and that they have the right to appeal the decision to the Office of](#)
27 [Open Records Counsel.](#)
28
29
30
31

Legal References

1. TCA 10-7-503(a)(2)(A)

PUBLIC RECORDS REQUEST FORM

The Tennessee Public Records Act (TPRA) grants Tennessee citizens the right to access open public records that exist at the time of the request. The TPRA does not require records custodians to compile information or create or recreate records that do not exist.

To: Williamson County Schools

Requestor's Name: _____

Requestor's Address: _____

Requestor's Phone Number and Email: _____

Is the requestor a Tennessee citizen? ___Yes___No

Request: ___ Inspection (The TPRA does not permit fees or require a written request for inspection only).

___ Copy/Duplicate (The cost for copies is .15 per page for black and white copies).

Records Requested:

Provide a detailed description of the record(s) requested, including (1) type of record; (2) timeframe or dates for the records sought; and (3) subject matter or key words related to the records. Under the TPRA, record requests must be sufficiently detailed to enable Williamson County Schools to identify the specific records sought. As such, your record request must provide enough detail to enable the records custodian responding to the request to identify the specific records you are seeking.

Signature of Requestor and Date Submitted

Date Received by Williamson County Schools

Williamson County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Field Trips	Descriptor Code: 4.302	Issued Date: 06/17/19
		Rescinds: 4.302	Issued: 11/27/17

1 All school-sponsored field trips must be educational in nature and be clearly relevant to a specific lesson
2 or unit of study in the established curriculum. All school-sponsored field trips must be approved by the
3 school Principal. Overnight school-sponsored field trips must be approved in advance by the school
4 Principal and the Superintendent of Schools.

5 Each student shall have written permission from a parents or guardian on file at the school, prior to
6 leaving on a trip.

7 The individual school must pay from its funds the cost of hiring the bus driver as per Board approved
8 schedule.

9 At least one teacher must accompany each bus on any school-sponsored field trip.

10 **Post-Secondary Institution Visits**

11 Seniors may visit post-secondary institutions during the school year for no more than four (4) days per
12 year. The student must bring documentation from the post-secondary institution indicating the student
13 visited. Post-secondary institution visits will be considered field trips for attendance purposes as long as
14 the student provides documentation. Documentation must be returned to the school following the post-
15 secondary institution visit within three (3) school days for the student's absence to be considered a field
16 trip for attendance purposes.

17 **Independently Planned Trips**

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

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

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

Cross References

Special Use of School Vehicles 3.402

Extracurricular Activities 4.300

Attendance 6.200

1320 West Main Street, Suite 202
Franklin, TN 37064-3700
(615) 472-4000
fax (615) 472-4190



TO: Williamson County School Board

FROM: Vickie Hall, Assistant Superintendent of Human Resources

RE: 2020-21 Classified Pay Schedule

DATE: April 16, 2020

Attached is the proposed classified salary pay schedule for 2020-21. The salary schedule is identical to the chart for 2019-20 except for the renaming of a classification, or line-changes for a classification. The changes are in red.

Staff recommend the board's approval.



Williamson County Schools

RIGOR • RELEVANCE • RELATIONSHIPS • RELENTLESSNESS

2020-2021 Proposed Classified Pay Scale

NOTE: HIRING CHART MAY BE ADJUSTED EACH YEAR WITH COUNTY RAISE

Grades-Positions		Level 0 < 1 year	Level 1 1-5 yrs.	Level 2 6-10 yrs.	Level 3 11-15 yrs.	Level 4 16+ yrs.
Grade 1H						
A	Bus Attendant; Custodial Associate; Maintenance Apprentice Technician	11.23	11.69	12.36	13.15	13.96
B	SACC Group Associate**; Food Service Associate**; SACC Seasonal Worker	11.45	11.92	12.61	13.42	14.24
<p>**SACC Group Associates working the morning shift receive a \$2/hour shift premium during the SY.</p> <p>**Food Service Workers employed as a Rover receive an additional \$1.50/hr in lieu of mileage reimbursement.</p>						
Grade 2H						
A	Teacher Assistant (CTE, ESL, Gen Ed, Pre-K, Technology); Library Media Assistant; School Generalist	11.79	12.83	13.87	14.91	15.95
B	Secretary (Department, Guidance, Registrar, School); Café Lead	12.03	13.09	14.15	15.21	16.27
Grade 3H						
A	Parts Coordinator (Transportation); Teacher Assistant (SPED); SACC Assistant Site Leader	12.75	13.87	14.98	16.10	17.21
B	Maintenance Technician (Filter Technician, General Maintenance Worker); Cafeteria Manager I (Supervises staff 1-6); Warehouse Technician	13.01	14.15	15.28	16.42	17.55
Grade 4H						
A	Skilled Trades I (Painter, Equipment Operator); School Bookkeeper (Elementary School); Department Assistant I (Front Office Assistant, CO, Departmental); Workplace Readiness Coordinator; EC Autism/Behavior Intervention Assistant; Science Center Assistant	14.00	15.40	16.80	18.20	19.60
B	Accounting Clerk II (A/P Technician, Jr. Accountant, Purchasing Assistant); Cafeteria Manager II (Supervises staff 7+); SACC Site Leader	14.28	15.71	17.14	18.56	19.99
Grade 5H						
A	Skilled Trades II (Plumber, Locksmith, Carpenter, Playground Inspector/Maintainer); Payroll Clerk (Departmental); SACC Software Assistant; School Bookkeeper (Middle and High School, Departmental); Department Assistant II (CO, Departmental)	15.40	16.90	18.40	19.90	21.40
B	Skilled Trades III (Fire Alarm Technician, Electrician, HVAC Technician); Food Service Maintenance Technician; SACC Trainer; SACC Enrichment Specialist	15.71	17.24	18.77	20.30	21.83
Grade 6H						
A	Department Specialist (HR Specialist, Planning and Zoning Specialist, Software Application Specialist, Family Involvement Specialist, Data Analyst I; Instructional Materials); Accounting Clerk III (CO, Payroll); SACC Field Manager; Science Center Lead	17.25	18.95	20.65	22.35	24.05
B	Waste Water Operator	18.49	20.31	22.12	23.96	25.77



Williamson County Schools

RIGOR • RELEVANCE • RELATIONSHIPS • RELENTLESSNESS

2020-2021 Proposed Classified Pay Scale

NOTE: HIRING CHART MAY BE ADJUSTED EACH YEAR WITH COUNTY RAISE

Grades-Positions		Level 0 < 1 year	Level 1 1-5 yrs.	Level 2 6-10 yrs.	Level 3 11-15 yrs.	Level 4 16+ yrs.
Grade 1E-Bachelor's degree (Exempt)						
A	Registered Dietician; Food Service Field Coordinator; Digital Content; Video Producer; Applications Manager; Data Analyst II; Communications Coordinator; Safety & Security Coordinator; Textbook Coordinator; Assistant Webmaster/Graphic Designer; SACC Assistant Program Manager	47,432	51,582	55,733	59,883	64,033
B	Accountant I (A/P, Federal Projects, General Ledger, Payroll); Retirement Manager; Purchasing Agent; Recruiter; Executive Assistant; Attendance Officer	48,381	52,614	56,848	61,030	65,314
Grade 2E-Bachelor's degree (Exempt)						
A	District Webmaster; Energy Resources Coordinator; Employee Relations Supervisor; Compensation Analyst; Special Projects Manager; Internal Auditor; Supervisor (HR, Payroll); Safety & Security Director; SACC Program Supervisor	56,828	62,512	68,194	73,877	79,560
Grade 3E-Midlevel Management - Bachelor's degree (Exempt)						
A	Assistant Director (Communications, Food Service, Maintenance, Human Resources, Facilities & Construction); Capital Projects Manager; Coordinated School Health/Nursing Supervisor; Purchasing Manager	62,830	68,910	74,990	81,071	87,151
Student Workers						
		Year 1 8.00	Year 2 8.25	Year 3 8.50		

PROPOSED



Williamson County Schools

RIGOR • RELEVANCE • RELATIONSHIPS • RELENTLESSNESS

2020-2021 Proposed Classified Pay Scale (Transportation, IT, Health Services, & Operations)

NOTE: HIRING CHART MAY BE ADJUSTED EACH YEAR WITH COUNTY RAISE

Grades-Positions	Level 0 < 1 year	Level 1 1-5 yrs.	Level 2 6-10 yrs.	Level 3 11-15 yrs.	Level 4 16+ yrs.
TRANSPORTATION					
Grade 1T					
Department Assistant (Transportation)	14.00	15.40	16.80	18.20	19.60
Payroll Clerk	15.40	16.90	18.40	19.90	21.40
General Mechanic	15.71	17.24	18.77	20.30	21.83
Dispatch Technician; Senior Mechanic	18.49	20.31	22.12	23.96	25.77
Bus Driver; Transition Bus Driver	18.49	20.31	22.12	23.96	25.77
Grade 2T					
Transportation Supervisor (Driving, Training)	47,097	49,472	51,847	54,335	56,944
Transportation Technology Specialist	47,097	49,472	51,847	54,335	56,944
IT					
Grade 1IT					
IT Help Desk & Home School Specialist	14.28	15.71	17.14	18.56	19.99
Network Technician	21.94	23.01	24.07	25.14	26.21
Network Supervisor/Technician Area Supervisor	64,140	66,369	68,598	70,827	73,056
Network Engineer/DB Admin/Zoning Supervisor	68,722	70,951	73,180	75,409	77,638
Tech Manager	75,595	77,824	80,053	82,282	84,511
IS Manager	84,757	86,986	89,215	91,444	93,673
OPERATIONS					
Grade 1O					
Facilities Use Coordinator; *Janitorial Contract Coordinator	35,570	36,993	38,473	40,011	41,612
Foreman (Maintenance, Paint, Food Service Repair, Area Lead; Lead Playground Inspector/Maintainer; Access Control; Support Services)	39,171	43,021	46,871	50,744	55,104
*hired after 7/1/2018					



Williamson County Schools

RIGOR • RELEVANCE • RELATIONSHIPS • RELENTLESSNESS

2020-2021 Proposed Classified Pay Scale (Transportation, IT, Health Services, & Operations)

NOTE: HIRING CHART MAY BE ADJUSTED EACH YEAR WITH COUNTY RAISE

Grades-Positions	Level 0 < 1 year	Level 1 1-5 yrs.	Level 2 6-10 yrs.	Level 3 11-15 yrs.	Level 4 16+ yrs.
HEALTH SERVICES					
Grade 1HS					
Sign Support Staff	12.75	13.87	14.98	16.10	17.21
Grade 2HS					
Educational Sign Interpreter I	17.25	18.95	20.65	22.35	24.05
Grade 3HS Bachelor's degree (Non-exempt)					
Certified Occupational Therapy Assistant (COTA); Physical Therapist Assistant (PTA); Speech-Language Pathology Assistant (SPLA) ; Educational Sign Interpreter II	19.59	21.56	23.51	25.48	27.43
Grade 4HS Bachelor's degree (Exempt)					
BS/RN School Nurse	39,650	40,721	41,793	42,864	43,936
MS School Nurse; Clinical Nursing Supervisor	41,793	42,864	43,936	45,008	46,079
Occupational Therapist; Physical Therapist	47,432	51,582	55,733	59,883	64,033
Behavior Specialist	47,842	52,028	56,214	60,400	64,587

PROPOSED

Facilities & Construction
1320 West Main Street, Suite 202
Franklin, TN 37064
Tel. (615)-472-4041
Fax (615)-472-5622



M E M O R A N D U M

DATE: April 6, 2020

TO: School Board Members

FROM: Kevin Fortney
Director of Facilities & Construction

CC: Jason Golden, Superintendent of Schools
Mark Samuels, Asst. Superintendent of Operations

RE: Use of School Facilities and Related Fees

Attached for your review is the Use of Schools and Facilities form. We are recommending no increase in facilities use. Staff recommends approval.

REQUEST FOR USE OF WILLIAMSON COUNTY SCHOOLS & FACILITIES BY COMMUNITY ORGANIZATIONS

Central Office Use

ID NUMBER _____

School to be Used: _____

Purpose of Use: _____ Expected Attendance _____

Organization Name: _____

Request Made By: _____ Title in Organization _____

Mailing Address: _____ City _____ Zip _____

Cell Number: _____ E-Mail _____

BUILDING USAGE **PLEASE FILL THIS FORM OUT IN ITS ENTIRETY**

Date & Days of Use _____ S M T W TH F ST

Reoccurring Use S M T W TH F ST
Weekly on:

Reoccurring Use 1st 2nd 3rd 4th 5th S M T W TH F ST
Monthly on:

Starting Date _____ Ending Date _____

Starting Time _____ AM _____ PM Ending Time _____ AM _____ PM

FEE SCHEDULE - If applicable ***DO NOT LEAVE BLANK***

<i>Area(s) Needed</i>			
<input type="checkbox"/> Classroom(s) Room #s _____	\$15 per day per room	\$	_____
Limited classroom use per board policy			
<input type="checkbox"/> Auditorium	\$285 per day	\$	_____
Stage Light _____ Y _____ N			
Sound System _____ Y _____ N	One fee for either or both	\$100 plus personnel fee	\$ _____
<input type="checkbox"/> Gymnasium	\$290 per day	\$	_____
<input type="checkbox"/> Auxiliary Gym (High Schools Only)	\$290 per day	\$	_____
<input type="checkbox"/> Gym for Jr. Sports Groups Only	\$18 per hour (Max \$290 per day)	\$	_____
<input type="checkbox"/> Stadium/Track/or other Game Field		\$	_____
<input type="checkbox"/> Tennis		\$	_____
<input type="checkbox"/> Campus (Outside Building)			
<input type="checkbox"/> Cafeteria (This is for the seating area only)	\$18 per hour (Max \$130 per day)	\$	_____
Kitchen (This is for the serving line area and main kitchen)			
(One WCS kitchen staff member must be present when the use of the kitchen is requested. They must be present for the entire time you request use of the kitchen. This cost will be determined by each school site.)			
<input type="checkbox"/>		\$	_____
Supervision - Required			
<input type="checkbox"/> Building Supervision <i>See Note 1</i>	\$20.50 per hour (incl tax)	\$	_____
<input type="checkbox"/> Name of Supervisor _____	<input type="checkbox"/> Check if supervisor is waiving fees.		
<input type="checkbox"/> Custodial Services	Check here if needed		<input style="width: 100px; height: 20px;" type="checkbox"/>
<i>*Custodial service based on actual time for (for cleaning as needed and determined by contractor</i>			
		\$	_____
TOTAL ESTIMATED FEE			\$ _____

Note 1: When multiple rooms are used, supervision is calculated on one room. Supervision for outside as required

MAKE PAYMENT TO: WILLIAMSON COUNTY SCHOOLS, 1320 West Main Street, Suite 202, Franklin, TN 37064
*No funds shall be paid individually to any employee or individual school for use of facilities.
 Hold Harmless Clause on page 2 must be completed. See page 2 for policy and procedures.*

REQUEST FOR USE OF WILLIAMSON COUNTY SCHOOLS & FACILITIES

All organizations requesting use of Williamson County School Facilities shall ATTACH a Certificate of Insurance with the Request for Facilities Use form. The Policy must name Williamson County Board of Education as additionally insured for no less than ONE MILLION DOLLARS (\$1,000,000.00) for the duration of the organization's use of the facility. PLEASE MARK "PUBLIC SCHOOL USE" ON THE CERTIFICATE along with "No Participant is Excluded".

AGREEMENT

I/We agree to be responsible for the conduct of the audience in and about the building and for any damage incurred. I/We have reviewed the policy rules and regulations of the WCS Board of Education, and further agree that the school property will be used in accordance with the rules and regulations of the Williamson County Board of Education. I/We understand that no contract shall extend beyond June 30th of the current fiscal year.

I/We agree to indemnify and hold harmless the WILLIAMSON COUNTY BOARD OF EDUCATION from:

- (A) Any claims, damages, costs and attorney fees for injuries or damages arising, in part or in whole from the organization's use of the facility described above; and,
- (B) Any claims, damages, penalties, costs and attorney fees arising from any failure of the organization, its officers, employees and/or agents, to observe applicable laws.

I/We further acknowledge that the Williamson County Government does not warrant that the facility requested is being currently maintained and will not be responsible for inspection and maintenance of the facility while it is being used by the requesting organization.

I/We acknowledge that all estimated fees for use of Williamson County School Facilities shall be paid in advance of use.

I/We understand that building supervision, custodial services, cafeteria worker and cafeteria manager fee will be charged as needed for building supervision, clean up, and use of kitchen facilities. I/We agree to pay the amount(s) billed after use of the facility. *Please do not alter the verbiage on this form in any way*

Authorized Signature	Date
Name: (Please Print)	

PAYMENTS SHALL ONLY BE MADE TO:

Williamson County School System
c/o Facilities and Construction Department
1320 West Main Street, Suite 202
Franklin, TN 37064

FORWARD COMPLETED REQUEST TO: SCHOOL PRINCIPAL

QUESTIONS? Facilities & Construction Department - Lenny Ramirez
615-472-4043

Upon acceptance by the WCS Facilities & Construction Department,
an approved copy of this Request will be returned to School Administration.

PRINCIPAL SIGNATURE - Facility is available during time and dates requested:	
This does not constitute final approval which resides with Facilities Dept/Central Office	
*Note to Principal: Do you feel there is a need for a law enforcement officer to be present for this event?	Yes No
If yes, please explain:	
Central Office - Event falls within policy guidelines and insurance sufficient for use	<input type="checkbox"/> <input type="checkbox"/>
Date	

At the end of the 2018-2019 school year, the following educators met the requirements for tenure eligibility pursuant to TCA 49-5-503. Eligibility is generally met when an educator has completed the statutory probationary period of five (5) school years or not less than forty-five (45) months within the last seven-year (7) period, with the last two (2) years being employed in a regular teaching position and has received evaluations demonstrating an overall performance effectiveness level of “above expectations” or “significantly above expectations” as provided in the evaluation guidelines adopted by the state board of education pursuant to TCA 49-1-302, during the last two (2) years of the probationary period (*).

ALLENDALE ELEMENTARY

FOWLER, SEAN
MOSES, CALLIE
NOORMAN, TODD
NORTHRUP, ELIZA
SPICKARD, LORRIE

ALTERNATIVE LEARNING CENTER

HEILEMAN, SHERRI
SCHWARTZ, LISA DAWN

BETHESDA ELEMENTARY

KASICK, LAURA
SALKIND, AMY

BRENTWOOD HIGH

HOUSTON, DANMEI
LYTLE, RACHEL
MCLAUGHLIN, MARGARET
O'KEEFE, ANDREW
RADEBAUGH, GRACE
ROBISON, WALTER
RUTHERFORD, ABBY

CENTENNIAL HIGH

COFFIN, NATALIE
DESANTIS, DEREK
HARLIN, KELLY
HEDRICH, JAY
ISHAM, VIRGINIA
MILLER, SCOTT
WALLACE, ANNA
WILLOUGHBY, CHRISTINA

CHAPMANS RETREAT ELEMENTARY

JOHNSON, DANIEL
MONOHAN, NANCY
SCHOEBERL, MITZI
TURNER, LISA
YANCEY, ELIZABETH

COLLEGE GROVE ELEMENTARY

CHILDS, MELANIE
DUNN, DAVID

CREEKSIDE ELEMENTARY

COYLE, MEGHAN (Previously at Oak View Elem)
DANIEL, LORI (Previously at Oak View Elem)
KING, LILIANA (Previously at Oak View Elem)
VINCENT, KELLY (Previously at Oak View Elem)

CROCKETT ELEMENTARY

LANG, VICKI
RANDOLPH, JENNIFER
RIGGS, CORRIE

EDMONDSON ELEMENTARY

HURTLE, ANNA
WHALEY, SUZANNE

ELL PROGRAM

BELLEAU, KEVIN
MCCOY, AMY

FAIRVIEW ELEM SCHOOL

BARKER, ANN (Previously at Hillsboro Elem/Mid)
LAWSON, GARY
PITTMAN, SARA

FAIRVIEW HIGH

CLOUSE, JESSICA
FOLKS, EVELYN
SPARKMAN, AMANDA
SULLIVAN, STEPHANIE

FAIRVIEW MIDDLE

MCROY, KAREN
SINGER, REBECCA (Previously at Grassland Elem)

FRANKLIN HIGH

CAMPOS, JACOB
COOKSON, MICHELLE
MANN, JASON
SMITH, CAROL
SNIDER, EMILY
THOMPSON, KERI

GRASSLAND MIDDLE

PHILLIPS, REGINA

HERITAGE ELEMENTARY

OLDHAM, TERESA
PRIDE, LATASHA

HERITAGE MIDDLE

DAVENPORT, JERRY
FRASHER, MATTHEW
LAWHUN, ROBIN (Previously at Heritage Elem)
MARTIN, BENJAMIN
SMITH, SPARKLE

HILLSBORO ELEMENTARY/MIDDLE

KLIEBERT, CASEY
SHELTON, JAMES

HUNTERS BEND ELEMENTARY

NESBITT, JONI

INDEPENDENCE HIGH

AMOS, NAPOLEON
GREELEY, KATHARINE
KIM, LAURA*
MOSS, REBECCA
MYERS, KELLY

INSTRUCTIONAL TECHNOLOGY

AIELLO, SAVANNAH

JORDAN ELEMENTARY

LIFSEY, BETH
ROBERTS, KRISTI
SMALLWOOD, LAUREN
WOOD, TRACI

KENROSE ELEMENTARY

BECK, KAREN
WITHERS, STARRA

LIPSCOMB ELEMENTARY

CRAWFORD, JENNIFER
HINTZ, CAROLINE
JACKSON, LORA
MOHEAD, LOREN
POSTON, HEATHER

LONGVIEW ELEMENTARY

BEARDSLEY, LORI
DICKALL, JENNA (Previously at Sunset Elem)
JEWELL, MELISSA
MEREDITH, CYLINA
WATKINS, KIRA

MILL CREEK ELEMENTARY

HOCKENBERRY, DAVID
WATKINS, ABBEY

MILL CREEK MIDDLE

LOGAN, KATIE

NOLENSVILLE ELEMENTARY

MCCARROLL, CHELSEY

NOLENSVILLE HIGH

HERNANDEZ, NICOLE * (Previously at Summit High)
PARK, JILL

OAK VIEW ELEMENTARY

HAMILTON, AARON
PROSISE, WILLIAM

PAGE HIGH

BARNES, ERIC
BARRETTE, STEPHANIE
BULL, CHARLES
HOLLANDSWORTH, JOSHUA
JOHNSON, SHARON
LECHNER, MEGAN
STANSBERRY, KENNETH
WILSON, REBECCA

PAGE MIDDLE

BARBER, LISA
CIARAMITARO, MATHEW
DAVENPORT, STEFANIE
GALO, CAITLIN
SHOEMAKE, CHARLES
STRAYER, CAROL
SWAIN, JOANNE
WAITES, WILLIAM
WILLIAMS, EDWARD

PEARRE CREEK ELEMENTARY

ISOM, EMILY
JOHNSON, CARRIE
KING, JULIE
KINSER, MARIAH

RAVENWOOD HIGH

BROCK, ERIC
JACKSON, BRITTANY
KAUFMAN, BRIAN
LONG, KIMBERLY
LOWEN, PETER
OBOT, JOAN

SCALES ELEMENTARY

BYRD, KAREN
EATON, KELLY
HOWARD, ASHLEY

SPECIAL EDUCATION

ASKREN, CARRIE
BARTON, JENNIFER
CHRISTIANSON, ERIKA
ELLIOTT, CHRISTINE
MINIFIE, MEGAN
PARSLEY HOOD, DANA
PRINS, KRISTEN
SEVIER, TAMRA
SOWADA, SARAH
WHITE, BRITTANY
WULLER, MOLLY

SPRING STATION MIDDLE

KING, JON
LANDRY, NICHOLAS
PARKER, BENJAMIN
SEAGROVES, ANGELIA
SVIHLIK, GREGORY
WEINSTEIN, JOSHUA

SUMMIT HIGH

AFFOLTER, ELIZABETH
BURNHAM, BRIAN
HERRING, CHRISTY
RYAN, TRACY
TURPIN, RUSS

SUNSET MIDDLE

CARDEL, PAIGE
CHURCH, NICOLE
RICHARDS, CARLA (Previously at Special Education)
TURNER, JARED

THOMPSON'S STATION ELEMENTARY

CASTLEBERRY, JULIA (Previously at Winstead Elem)
DOOLEY, JENNIFER
RAMOS, NATALIE
WILSON, JANA

THOMPSON'S STATION MIDDLE

CAPSTICK, VALERIE (Previously at Brentwood Middle)
CUDEN, REBECCA
KUCCHAR, HANNAH
NOORMAN, LISA

TRINITY ELEMENTARY

CARLSON, AMANDA
HENDREN, JENNIFER
MILLER, REBECCA

WALNUT GROVE ELEMENTARY

BUTLER, MITCHELL
DECKARD, KELLIE
GRADY, KELLY
STEEB, CAITLIN

WESTWOOD ELEMENTARY

ALBERSON, JESSICA
PAPE, JILL

WINSTEAD ELEMENTARY

LYONS, KALEY (Previously at Heritage Middle)
SPAIN, BARBARA

WOODLAND MIDDLE

KALISHMAN, EMILY
NASH, NOLA
PLATE, HEIDI

**Educator previously attained tenure and served a two-year probationary period*

1320 West Main Street Suite 202
Franklin, Tennessee 37064-3700
Phone (615) 472-4000
Fax (615) 472-4190
Website: <http://www.wcs.edu>



TO: Williamson County Board of Education

FROM: Leigh Webb, Ed.D.
Assistant Superintendent of Secondary Schools

DATE: April 16, 2020

RE: Graduation Window 2020

Due to the impact of the novel coronavirus and global pandemic resulting in a restriction on mass gatherings and school closure, staff requests the Board to extend the current graduation window of May 22-24 to May 22-July 31st.

**A RESOLUTION OF THE WILLIAMSON COUNTY BOARD OF EDUCATION TO
SUSPEND BOARD POLICIES IMPACTED BY THE COVID-19 PANDEMIC, BY
TENNESSEE LEGISLATION AND TENNESSEE STATE BOARD OF EDUCATION
ACTIONS IN RESPONSE TO THE COVID-19 PANDEMIC**

WHEREAS, TCA 49-2-203 authorizes local boards of education to govern their respective districts, including adopting, revising, and suspending local board policies; and

WHEREAS, on April 2, 2020, Governor Bill Lee signed Public Chapter 652 which removed the requirement for TCAP testing and allowed the State Board of Education to promulgate necessary rules to address issues created by COVID-19 in the 2019-2020 school year; and

WHEREAS, on April 9, 2020, the State Board of Education revised several rules and policies in response to COVID-19 effective only for the 2019-2020 school year; and

WHEREAS, changes made by the State Board of Education conflict with certain current local board policies;

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of Education hereby suspends its policies or provisions of its policies for the remainder of the 2019-2020 school year, through June 30, 2020, that to the extent that they conflict with Public Chapter 652 or State Board of Education policies or rules and regulations for the 2019-2020 school year, including but not limited to those identified below:

- 1) Policy 4.600, Grading System
 - a) Students taking courses for high school credit shall receive no grade lower than the grade they earned in the course as of March 6, 2020. Additionally, Students taking post-secondary courses are not required to participate in the associated exam in order to receive GPA weighting for Spring 2020.
 - b) The Valedictorian and Salutatorian designation requirement that a student must sit for the AP exam for every course in which enrolled and must achieve a score of 3 or above on 75% of AP exams taken is waived for the Spring 2020 semester for all students.
 - c) The Valedictorian and Salutatorian designation requirement that the student will participate in at least 20 hours of community service above and beyond any other community service required by other organizations may be waived for the graduating class of 2020 if the student presents evidence of inability to comply with this requirement due to the COVID-19 pandemic.

- 2) Policy 4.605, Graduation Requirements and Policy 4.6051, Credit Requirements for Graduation

For the class of 2020, graduation requirements are modified as follows:

 - a) Only 20 credits are required to graduate per State Board Education Rule 0520-01-03-.11;
 - b) The requirements for the following are waived:

- i) ACT/SAT
 - ii) Civics exam
 - iii) EOC exams
 - c) Students scheduled to receive an occupational diploma in the 2019-2020 or 2020-2021 school year shall only be required to demonstrate one year of work experience.
- 3) Policy 4.700, Testing Program
- a) No system-wide testing program, including TCAP exams, shall be administered in the Spring 2020 semester.
- 4) Policy 4.7001, Semester and Final Examinations and Policy 4.7002, Middle School Examinations
- a) No semester or final examinations shall be required for the Spring 2020 semester.
- 5) Policy 5.109, Evaluation
- a) Completion of teacher evaluations is not required for the 2019-2020 school year.
 - b) Level of overall effectiveness scores shall not be generated for educators in the 2019-2020 school year.
 - c) Pre-kindergarten and kindergarten teachers shall not be evaluated using the growth portfolio model for the 2019-2020 school year.
 - d) Any observations required by State Board of Education Policy 5.201 that were not completed during the 2019-2020 school year as a result of COVID-19 are not required.
 - e) No student data from this year shall be allowed to negatively impact a teacher's employment.
- 6) Policy 6.200, Attendance
- a) Students shall not be penalized for attendance after March 6, 2020.

BE IT FURTHER RESOLVED that the Superintendent shall consult with the Board as feasible and appropriate and shall timely report to the Board regarding implementation of board policies in alignment with Public Chapter 652 and updated State Board Policies and Rules and Regulations.

BE IT FURTHER RESOLVED that the Superintendent will consult with the Board if he determines that additional policies or provisions of policies not contained in this resolution are found to conflict with current State Board rules or policies.

BE IT FURTHER RESOLVED that the Superintendent may apply for any waiver or extension that ensures consistency with this resolution, board policies, and Public Chapter 652 or the State Board of Education policies or rules and regulations implemented to effectuate Public Chapter 652.

BE IT FURTHER RESOLVED that the Superintendent shall inform the Board of any waiver or extension request made pursuant to this resolution.

BE IT FURTHER RESOLVED that execution of this Resolution is conclusive evidence of the Board's approval of this action and of the authority granted herein.

Adopted and approved this 20th day of April, 2020.

Williamson County Board of Education

By: _____
Board Chair

Attest: _____
Superintendent