



## Williamson County Board Policy Committee

March 1, 2021 6:00 PM

Electronically pursuant to Executive Orders #16 and #78 signed by Governor Bill Lee

### 1. Agenda

a. As it is necessary to protect public health, safety, and welfare, Williamson County Schools is officially meeting electronically in light of the coronavirus pursuant to Executive Orders # 16 and #78 signed by Governor Bill Lee and Waiver of Williamson County School Board Policy 1.400.

### 2. Board Policies First Reading

- a. 4.600 Report Cards and Grading Systems
- b. 5.104 Equal Opportunity Employment
- c. 5.200 Separation Practices for Tenured Teachers
- d. 5.201 Separation Practices for Non-Tenured Teachers

### 3. Policies for Discussion

- a. 1.403 Agendas
- b. 4.301 Interscholastic Athletics
- c. Quarantine

# Williamson County Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <h2 style="margin: 0;">Report Cards and Grading Systems</h2>	Descriptor Code: <b>4.600</b>	Issued Date: <b>10/19/20</b>
		Rescinds: <b>4.600</b>	Issued: <b>06/17/19</b>

1    **REPORT CARDS**

2    The Superintendent shall develop an administrative procedure to establish a system of grading and  
 3    assessment for evaluating and reporting student progress in conjunction with Tennessee academic  
 4    standards for grades K-12.

5    The report cards shall indicate the information necessary to communicate effectively with the parents  
 6    concerning their child’s academic progress, conduct and attendance.

7    When a student’s academic performance or behavior noticeably or suddenly changes, the teacher shall  
 8    promptly inform the parents, maintain a record of the contact, and make an effort to have a conference  
 9    with the parent. Parents will receive interim progress reports or other notification whenever a  
 10   significant change in performance occurs or whenever a student is failing.

11   Report cards communicating student academic progress or status (grades) and attendance will be  
 12   provided to parents on a regular basis (9 weeks).

13   Teachers may use supplemental reports to communicate additional progress as appropriate.

14   **K-1 STANDARDS-BASED GRADING SCALE**

15   The student consistently demonstrates understanding and application of the standard.

16   The student is making progress toward the standard.

17   The student is not making progress toward the standard

18   **GRADES 2- 12 NUMERICAL GRADING SCALE:**

<u>Grade</u>	<u>Grade Range</u>
19    A	91 – 100
20    B	81 – 90
21    C	72 – 80
22    D	70 – 71
23    F	0 – 69
24    I	Incomplete (must be removed during the next grading period)
25    P/F	Credit by Examination

1 Numerical grades may be used for tests and other daily or weekly work that is readily quantifiable and  
 2 shall be used on report cards. Only **LETTER GRADES** (A, B, C, etc.) will be used on high school  
 3 transcripts. No plus (+) or minus (-) notations will be used on high school transcripts.

4 **WEIGHTED GRADES:** For Advanced Placement (A.P.) and International Baccalaureate (I.B.)  
 5 courses, teachers will add five (5) percentage points to the first semester period grade. For the second  
 6 semester, the student must sit for the exam in order to earn five (5) percentage points for the second  
 7 semester. For Honors courses, including middle school courses taught at high school honors level,  
 8 teachers will add three (3) percentage points to each semester period grade.

9 For courses that include an opportunity for industry certification, teachers will add four (4) percentage  
 10 points for the first semester. For the second semester, students must sit for the appropriate exam in  
 11 order to earn the four (4) additional percentage points.

12 For local and statewide dual credit courses, students will receive four (4) additional percentage points  
 13 for each semester. For the second semester, students must sit for the appropriate exam in order to earn  
 14 the four (4) additional percentage points.

15 I.B. Math Studies shall be treated as an Honors, not an A.P. / I.B. course for GPA and weighting  
 16 purposes.

17 High School courses taken by middle school students will receive honors credit only if taught at the  
 18 honors level.

19 Middle school students taking high school honors courses and courses taken during high school for college  
 20 credit, online course, and other courses specifically designated as pass/fail in the high school course  
 21 approved list will be recorded on the high school transcript as pass/fail (p/f) with no GPA value.

## 22 **GPA CALCULATION FOR HIGH SCHOOL COURSES:**

23	<u>Grade</u>	<u>Value</u>	<u>Regular</u>	<u>Honors</u>	<u>Statewide/Local Dual Credit/AP/IB</u>
24	A	91 – 100	4	4.5	5
25	B	81 – 90	3	3.5	4
26	C	72 – 80	2	2.5	3
27	D	70 – 71	1	1.5	2
28	F	0 – 69	0	0	0

29 This weighted grading scale shall be used for all official purposes including report cards, GPA, honor  
 30 roll, etc., except the Lottery /Hope Scholarship described below.

31 **TENNESSEE UNIFORM GRADING SCALE FOR LOTTERY/HOPE SCHOLARSHIP:** State  
 32 law requires that students applying for lottery scholarships and other state scholarship funds be  
 33 evaluated utilizing the State's uniform grading scale, listed below:

1	A	93 -- 100
2	B	85 -- 92
3	C	75 -- 84
4	D	70 -- 74

5 **COLLEGE ADMISSIONS:** For purposes of communicating with college admissions offices and  
6 scholarship granting agencies, grade point averages (GPA) will be calculated.

7 **HONORS RECOGNITION:**

8 The weighted GPA will be calculated on all course work using the Williamson County Grading Scale.  
9 GPA will also be calculated using the Tennessee Uniform Grading Scale for Lottery/Hope Scholarship  
10 purposes. Both the Williamson County weighted GPA and the Tennessee Uniform GPA will appear on  
11 the transcript.

12 Williamson County Schools will not rank students numerically.

13 For the purposes of honors recognition WCS will use the following Latin System:

14 Summa Cum Laude 4.25 and above

15 Magna Cum Laude 4.00-4.24

16 Cum Laude 3.75-3.99

17 Valedictorian and Salutatorian will be chosen using the following criteria:

18 Student must qualify for the highest Latin System honor awarded in the respective school.

19 Student must sit for the AP /IB exam for every course in which enrolled and must achieve a score of 3  
20 or above on 75% of the AP / IB exams taken.

21 Student will participate in at least 20 hours of community service during their four years of high  
22 school.

23 Students must earn the highest overall ACT composite for their graduating class. The highest ACT is  
24 considered the valedictorian(s) and the second highest is considered the salutatorian(s).

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Legal References

1. TCA 49-6-407

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Cross References

- 4.212 Driver Education
- 4.604 Credit for Prior Courses
- 4.605 Graduation Requirements
- 4.6051 Credit Requirements for Graduation
- 6.709 Student Fees and Fines

# Williamson County Board of Education

Monitoring:  <b>Review: Annually, in January</b>	Descriptor Term: <h2 style="text-align: center;">Equal Opportunity Employment</h2>	Descriptor Code: <h3 style="text-align: center;">5.104</h3>	Issued Date: <h3 style="text-align: center;">06/18/01</h3>
		Rescinds:	Issued:

- 1 Williamson County Schools provides equal employment opportunities to all employees and applicants  
 2 for employment and prohibits discrimination and harassment of any type without regard to race, color,  
 3 religion, age, sex, national origin, disability status, genetic information, pregnancy, protected veteran  
 4 status, sexual orientation, gender identity or expression, or any other characteristic protected by  
 5 federal, state or local laws.
- 6 This policy applies to all terms and conditions of employment, including recruiting, hiring, placement,  
 7 promotion, termination, layoff, transfer, leaves of absence, compensation and training.<sup>1</sup>
- 8 ~~Opportunity for employment, as well as continuation and advancement in employment, shall be~~  
 9 ~~afforded equally to members of all races, creeds, colors, sexes, religions, ages, national origins, and~~  
 10 ~~individuals with disabilities or veteran status with regard only for qualifications for the positions~~  
 11 ~~involved.~~

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#### Legal References

1. U.S. Constitution, Amendment XIV; Title VII, Civil Rights Act of 1964; Title VI, Civil Rights Act of 1964; Title IX, Education Amendments of 1972; Age Discrimination Act of 1967; [Genetic Information Nondiscrimination Act of 2008](#); Section 504 of the Rehabilitation Act of 1973; 42 USCA § 12101-12213

#### Cross References

Section 504 and ADA Grievance Procedures 1.802  
[Discrimination/Harassment of Employees](#) 5.500  
 Complaints and Grievances 5.501

# Williamson County Board of Education

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term: <b>Separation Practices for Tenured Teachers</b>	Descriptor Code: <b>5.200</b>	Issued Date:
		Rescinds:	Issued:

## 1 **SUSPENSION PENDING AN INVESTIGATION<sup>1</sup>**

2 The Superintendent of Schools may suspend a teacher at any time that may seem necessary, pending investigation,  
3 or final disposition of a case before the Board or an appeal. If the matter under investigation is not the subject of  
4 an ongoing criminal investigation or a department of children's services investigation, and if no charges for  
5 dismissal have been made, a suspension pending investigation shall not exceed ninety (90) days in duration. Under  
6 no circumstances shall the Superintendent of Schools suspend a teacher with pay. If vindicated or reinstated, the  
7 teacher shall be paid full salary for the period of suspension.

## 8 **SUSPENSION OF THREE DAYS OR LESS<sup>2,3</sup>**

9 The Superintendent of Schools or his/her designee may suspend a teacher for incompetence, inefficiency, neglect  
10 of duty, unprofessional conduct, and insubordination. Before an employee is suspended, he/she shall be: (1)  
11 provided with written notice, including the reasons for the suspension along with an explanation of the evidence;  
12 (2) given an opportunity to respond to the Superintendent at a conference, if requested within five (5) days; and  
13 (3) given a written decision of the suspension within ten (10) days. Both parties may be represented by counsel at  
14 the conference, which shall be recorded.

15 Under no circumstances shall a Superintendent of Schools suspend a tenured teacher with pay. If reinstated, the  
16 tenured teacher shall be paid full salary for the period of suspension, unless suspension without pay is deemed to  
17 be an appropriate penalty.

## 18 **DISMISSAL OR SUSPENSIONS GREATER THAN THREE DAYS<sup>4</sup>**

19 The Board shall maintain a list of qualified individuals who have indicated a willingness to act as impartial hearing  
20 officers as defined under Tennessee law.

21 When charges are made against a tenured teacher, charging the teacher with offenses that may justify dismissal or  
22 a suspension greater than three days, the charges shall be made in writing, specifically stating the offenses that are  
23 charged, and shall be signed by the party or parties making the charges.

24 If, in the opinion of the Board, the charges are of such nature as to warrant the dismissal or a suspension greater  
25 than three days of the teacher, the Superintendent of Schools shall give the teacher a written notice of this decision,  
26 a copy of the charges against the teacher, and a copy of a form provided by the Commissioner of Education  
27 advising the teacher of his/her legal duties, rights, and recourse.

28 A tenured teacher who has been given notice of charges against him/her may within thirty (30) days after receipt  
29 of notice give written notice to the Superintendent of Schools of his/her request for a hearing.

30 The Superintendent of Schools shall, within five (5) days after receipt of request, assign a hearing officer from the  
31 list maintained by the Board.

1 The hearing officer shall notify the parties, or their attorney, of the officer's assignment and direct the parties or  
2 the attorneys for the parties, or both, to appear before the hearing officer for simplification of issues and the  
3 scheduling of the hearing. That hearing shall be set no later than thirty (30) days following receipt of the initial  
4 request for a hearing. In the discretion of the hearing officer, all or part of any prehearing conference may be  
5 conducted by telephone if each participant has an opportunity to participate, be heard, and to address proof and  
6 evidentiary concerns. The hearing officer is empowered to issue appropriate orders and to regulate the conduct of  
7 the proceedings.

8 Either party may appeal to the Board an adverse ruling by giving written notice of appeal within ten (10) working  
9 days of the hearing officer's delivery of the hearing officer's written findings and conclusions. The Superintendent  
10 of Schools shall prepare a copy of the proceedings, including all transcripts and evidence, documentary or  
11 otherwise, and transmit the same to the Board within twenty (20) days of the receipt of the notice of appeal.

12 The Board shall hear the appeal on the record, and no new evidence may be submitted by either party. The  
13 appealing party may appear before the Board to argue why the adverse ruling should be overturned. In no event  
14 should such argument last more than fifteen (15) minutes, unless the Board should vote to extend additional time.  
15 At the conclusion of the hearing, any member of the Board may vote to sustain the decision of the hearing officer,  
16 send the record back for additional evidence, revise the penalty, or reverse the decision. The Board shall render  
17 its decision within ten (10) working days after the conclusion of the hearing. In the event that the decision of the  
18 Board is appealed to the chancery court, the Board shall transmit the entire record prepared by the Superintendent  
19 and reviewed by the Board to the chancery court for its review.

## 20 **RESIGNATION**

21 A teacher shall give the Superintendent of Schools notice of resignation at least thirty (30) days before the effective  
22 date of the resignation. A teacher who fails to give such notice, in the absence of justifiable extenuating  
23 circumstances, shall forfeit all tenure status. The Board may waive the thirty (30) days' notice requirement and  
24 permit a teacher to resign in good standing.<sup>5</sup>

25 The conditions under which it is permissible to break a contract with the Board are as follows:<sup>6</sup>

- 26 1. The incapacity on the part of the teacher to perform the contract as evidenced by the certified statement  
27 of a physician approved by the Board; or
- 28 2. The release by the Board of the teacher from the contract that the teacher has entered into with the Board.

29 Any teacher on leave shall notify the Superintendent of Schools in writing at least thirty (30) days prior to the date  
30 of return if the teacher does not intend to return to the position from which he/she has taken leave. Failure to  
31 render such notice may be considered a breach of contract.<sup>7</sup>

32 Upon a breach of contract, the Board, upon a motion recorded in its minutes, may file a complaint with the  
33 Commissioner and request the suspension of a teacher's license. After the Commissioner has provided the teacher  
34 an opportunity for defense during a hearing, the Commissioner may suspend the license for no less than thirty  
35 (30) and no more than three hundred sixty-five (365) days.<sup>8</sup>

## 36 **RETIREMENT**

37 Retirement shall mean a termination of services under conditions that will allow the employee to draw benefits  
38 from retirement plans and/or Social Security benefits. Employees eligible for retirement benefits may elect to retire  
39 at any age according to the provisions of the retirement system.

- 1 Central office personnel shall assist employees in securing retirement benefits; however, it shall be the  
2 responsibility of the retiring employee to provide verification of eligibility in writing from TCRS to the central  
3 office. It shall be the responsibility of the retiring employee to file for benefits.
- 4 Employees who retire under TCRS may be employed up to one hundred twenty (120) days per year without loss  
5 of retirement benefits. Retired teachers may substitute teach for additional days if the Superintendent of Schools  
6 certifies in writing to the division of retirement that no other qualified personnel are available to substitute teach.<sup>9</sup>
- 7 The Superintendent of Schools may employ teachers retired for at least one year for full-time employment as a  
8 kindergarten through twelfth-grade teacher on a year-to-year basis. Retirement benefits will not be lost or  
9 suspended under certain conditions, which include but are not limited to the following:<sup>10</sup>
- 10 1. The Superintendent of Schools of the employing system must certify in writing that no other qualified  
11 individuals are available to fill the position;
  - 12 2. The Commissioner of Education must certify that the employing school system serves an area that lacks  
13 qualified teachers to serve in the position to be filled;
  - 14 3. The retired teacher must hold a valid license and shall not be entitled to tenure status;
  - 15 4. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or receive  
16 medical insurance coverage; and
  - 17 5. The salary paid to the retired member shall not be less than the rate of compensation set by the Board  
18 for teachers with no experience filling similar positions, nor more than eighty-five percent (85%) of the  
19 rate of compensation set by Board for teachers with comparable training and years of experience filling  
20 similar positions.

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**Legal References**

1. TCA 49-5-511(a)(3)
2. TCA 49-2-301(b)(1)(EE), TCA 49-5-512(d)
3. TCA 49-5-511(a)(2)
4. TCA 49-5-511—513
5. TCA 49-5-508(a)
6. TCA 49-5-508(c)
7. TCA 49-5-706
8. TCA 49-5-411(b)
9. TCA 8-36-805
10. TCA 8-36-821

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**Cross References**

- Hearings Before the Board of Education 1.401  
Recommendations and File Transfers 5.203

# Williamson County Board of Education

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term: <b>Separation Practices for Non-Tenured Teachers</b>	Descriptor Code: <b>5.201</b>	Issued Date:
		Rescinds: <b>5.201</b>	Issued: <b>06/05/14</b>

## 1 **SUSPENSION PENDING AN INVESTIGATION<sup>1</sup>**

2 The Superintendent of Schools may suspend a teacher at any time that  
3 may seem necessary, pending investigation, or final disposition of a  
4 case before the Board or an appeal. If the matter under investigation  
5 is not the subject of an ongoing criminal investigation or a department  
6 of children's services investigation, and if no charges for dismissal  
7 have been made, a suspension pending investigation shall not exceed  
8 ninety (90) days in duration. If vindicated or reinstated, the non-  
9 tenured teacher shall be paid full salary for the period of suspension.

## 10 **SUSPENSION OF THREE DAYS OR LESS<sup>2</sup>**

11 A Superintendent of Schools or his/her designee may suspend a teacher  
12 for incompetence, inefficiency, neglect of duty, unprofessional  
13 conduct, and insubordination. Before an employee is suspended, he/she  
14 shall be: (1) provided with written notice, including the reasons for  
15 the suspension along with an explanation of the evidence; (2) given an  
16 opportunity to respond to the Superintendent at a recorded conference,  
17 if requested within five (5) days; and (3) given a written decision of  
18 the suspension within ten (10) days. Both parties may be represented  
19 by counsel at the conference, which shall be recorded.

## 20 **DISMISSAL OR SUSPENSION GREATER THAN THREE DAYS<sup>2</sup>**

21 The Superintendent of Schools may dismiss or suspend for more than  
22 three days any non-tenured teacher during the contract year for  
23 incompetence, inefficiency, insubordination, improper conduct, or  
24 neglect of duty after giving the non-tenured teacher, in writing, due  
25 notice of the charges.

26 The Superintendent of Schools shall give the non-tenured teacher an  
27 opportunity for a full and complete hearing before an impartial hearing  
28 officer.

29 The Board will appoint an impartial hearing officer to conduct such  
30 hearings. The hearing officer will hear the case and the employee shall  
31 have the right to:

- 1 1. be represented by counsel;
- 2
- 3 2. call and subpoena witnesses;
- 4
- 5 3. examine all witnesses; and
- 6
- 7 4. require that all testimony be given under oath.

8 Factual findings and decisions in all dismissal cases shall be reduced  
9 to written form and delivered to the affected employee within ten (10)  
10 working days following the close of the hearing. The employee may  
11 appeal the decision to the Board within ten (10) working days of the  
12 hearing officer rendering the written decision to the employee. Written  
13 notice of appeal to the Board shall be given to the Superintendent of  
14 Schools. Within twenty (20) days of receipt of notice, the  
15 Superintendent of Schools shall prepare a copy of the proceedings,  
16 transcript, documentary, and other evidence presented and provide the  
17 Board a copy of the same.

18 The Board shall hear the appeal. No new evidence shall be introduced.  
19 The non-tenured teacher may appear in person or be represented by  
20 counsel and argue why the decision should be modified or reversed. The  
21 Board shall take one of the following actions:

- 22 1. sustain the decision;
- 23
- 24 2. send the record back if additional evidence is necessary; or
- 25
- 26 3. revise the penalty or reverse the decision.

27 Before any decision to dismiss is made, a majority of the membership  
28 of the Board shall concur in sustaining the charges. The Board shall  
29 render a decision on the appeal within ten (10) working days after the  
30 conclusion of the hearing.

31 The Superintendent of Schools shall also have the right to appeal any  
32 adverse ruling by the hearing officer in same manner as the non-tenured  
33 teacher.

34 Within twenty (20) days after receipt of notice of the decision of the  
35 Board, either party may appeal to the chancery court in the county  
36 where the school system is located. The Board shall provide the entire  
37 record of the hearing to the court.

### 38 **NONRENEWAL**

39 Non-tenured teachers are subject to the same rules and regulations and  
40 are entitled to the privileges of employment enjoyed by tenured

1 teachers except that they have no claim upon continuing employment or  
2 tenure protections.

3 The Superintendent of Schools is under no obligation to re-employ non-  
4 tenured teachers at the end of their contract period. If the  
5 Superintendent of Schools determines not to renew the contract of a  
6 non-tenured teacher,<sup>1</sup> the following action shall be taken:

7 1. The Board shall be notified at the next regular board meeting;  
8 and  
9

10 2. Written notice of non-renewal shall be hand delivered or sent to  
11 the employee by registered mail so that it will be received by  
12 the employee within five (5) business days following the last  
13 instructional day for the school year.<sup>3</sup>

14

15

16 **RESIGNATION**

17 A teacher shall give the Superintendent of Schools notice of  
18 resignation at least thirty (30) days before the effective date of the  
19 resignation.<sup>4</sup> The Board may waive the thirty (30) days-notice  
20 requirement and permit a teacher to resign in good standing.

21 The conditions under which it is permissible to break a contract with  
22 the Board are as follows:<sup>5</sup>

23 1. The incapacity on the part of the teacher to perform the  
24 contract as evidenced by the certified statement of a physician  
25 approved by the Board; and  
26

27 2. The release by the Board of the teacher from the contract which  
28 the teacher has entered into with the Board.

29 Any teacher on leave shall notify the Superintendent of Schools in  
30 writing at least thirty (30) days' prior to the date of return if the  
31 teacher does not intend to return to the position from which he/she  
32 has taken leave. Failure to render such notice may be considered a  
33 breach of contract.<sup>6</sup>

34 Upon a breach of contract, the Board, upon a motion recorded in its  
35 minutes, may file a complaint with the Commissioner and request the  
36 suspension of a teacher's certificate. After the Commissioner has  
37 provided the teacher an opportunity for defense during a hearing, the

1 Commissioner may suspend the certificate for no less than thirty (30)  
2 and no more than three hundred sixty-five (365) days.<sup>7</sup>

### 3 **RETIREMENT**

4 Retirement shall mean a termination of services under conditions which  
5 will allow the employee to draw benefits from retirement plans and/or  
6 social security benefits.

7 Employees eligible for retirement benefits may elect to retire at any  
8 age according to the provisions of the retirement system. Central office  
9 personnel shall assist employees in securing retirement benefits;  
10 however, it shall be the responsibility of the retiring employee to  
11 provide verification of eligibility in writing from TCRS to the central  
12 office. It shall be the responsibility of the retiring employee to file  
13 for benefits.

14 Employees who retire under TCRS may be employed up to one hundred  
15 twenty (120) days per year without loss of retirement benefits. Retired  
16 teachers may substitute teach for additional days if the Superintendent  
17 of Schools certifies in writing to the division of retirement that no  
18 other qualified personnel are available to substitute teach.<sup>8</sup>

19 The Superintendent of Schools may employ teachers retired for at least  
20 one year for full-time employment as a kindergarten through twelfth  
21 grade teacher on a year-to-year basis. Retirement benefits will not be  
22 lost or suspended under certain conditions, which include but are not  
23 limited to the following:<sup>9</sup>

- 24 1. The Superintendent of Schools of the employing system must  
25 certify in writing that no other qualified individuals are  
26 available to fill the position;  
27
- 28 2. The Commissioner of Education must certify that the employing  
29 school system serves an area that lacks qualified teachers to  
30 serve in the position to be filled;
- 31 3. The retired teacher must hold a valid license and shall not be  
32 entitled to tenure status;  
33
- 34 4. The retired teacher shall not be eligible to accrue additional  
35 retirement benefits, accrue leave or receive medical insurance  
36 coverage; and  
37
- 38 5. The salary paid to the retired member shall not be less than  
39 the rate of compensation set by the Board for teachers with no  
40 experience filling similar positions, nor more than eighty-five  
41 percent (85%) of the rate of compensation set by Board for

- 1 teachers with comparable training and years of experience  
2 filling similar positions.

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Legal References

1. TCA 49-5-511 (a) (3)
2. TCA 49-2-301 (b) (1) (GG); TCA 49-5-512 (d)
3. TCA 49-5-409
4. TCA 49-5-508
5. TCA 49-5-411 (a)
6. TCA 49-5-706
7. TCA 49-5-411 (b) (4)
8. **TCA 8-36-805**
9. TCA 8-36-821

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Cross References

- Hearings Before the Board of Education 1.401**  
Recommendations and File Transfers 5.203

# Williamson County Board of Education

Monitoring:  <b>Review: Annually, in July</b>	Descriptor Term:  <h2 style="text-align: center;">Agendas</h2>	Descriptor Code: <b>1.403</b>	Issued Date: <b>01/21/20</b>
		Rescinds: <b>1.403</b>	Issued: <b>01/18/18</b>

1 The Chair and the Superintendent of Schools shall determine the agenda.<sup>1</sup> While developing the  
 2 agenda, the Chair and Superintendent shall identify routine or non-controversial items to be placed on  
 3 the consent agenda, which shall become a part of the regular agenda. If any member objects to  
 4 including an item on the consent agenda, that item shall be moved to the regular agenda as an action  
 5 item requiring discussion. The remaining consent items shall be adopted in a single vote without  
 6 discussion.

7 Additional items of business may be placed on the board work session agenda under “Topics for  
 8 Discussion” at the request of a board member made in writing. Board members wishing to suggest an  
 9 item of business for the agenda shall notify the Superintendent and Chair in writing at least ten (10)  
 10 working days before the board work session. The Board may from time to time invite subject matter  
 11 experts to provide informational presentations as part of the work session agenda.

12 Regular meetings shall be conducted under the following order of business:

- 13 1. Call to Order, Pledge and Moment of Silence
- 14 2. Items of Public Interest (Public Comment)\*\*
- 15 3. Approval of Agenda\*/Items of Consent (Consent Agenda)
- 16 4. Communications to the Board (requiring no action)
- 17 5. Unfinished Business
- 18 6. New Business
- 19 7. Adjournment

20 \*Note: Once the agenda has been approved, it may not be changed without action to set aside Board  
 21 policy.

22 \*\*Thirty (30) minutes will be placed on the agenda for the Chair to recognize individuals to make  
 23 comments. At the discretion of the Chair, this time may be extended. Williamson County residents and  
 24 WCS employees shall have first priority. In the event time remains, the Chair may allow nonresidents  
 25 to speak. All persons addressing the Board will state his/her name, provide his/her address and provide  
 26 the name of the organization or group he/she represents before addressing the Board. The Board  
 27 reserves the right to limit the time of any speaker. The Chair shall have the authority to terminate the  
 28 remarks of any individual who is disruptive or does not adhere to Board rules.<sup>2</sup>

29 Under the tenure recommendations section of the agenda, if a Board member requests that any specific  
 30 tenure recommendation(s) be acted upon separately, this request will be honored automatically.

31 Agendas for special-called meetings of the School Board shall be established pursuant to requirements  
 32 established by Tennessee law.

- 1 The agenda shall be available at each meeting for visitors. The agenda shall be available online to the
- 2 members, the media, and the public.

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Legal References

1. TCA 49-2-206
2. TCA 39-17-306

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Cross References

- Duties of Officers 1.201  
Executive Committee 1.301

# Williamson County Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Interscholastic Athletics</b>	Descriptor Code: <b>4.301</b>	Issued Date: <b>06/17/19</b>
		Rescinds: <b>4.301</b>	Issued: <b>09/21/17</b>

## I. General Provisions

- a. All WCS school sponsored sports programs must be sanctioned by the Tennessee Secondary Schools Athletic Association (TSSAA), the Tennessee Middle Schools Athletic Association (TMSAA), or the Williamson Middle Athletic Association (WMAA).<sup>1</sup> In addition to the items listed below, all other district policies and procedures relating to school operations remain in effect for activities relating to school-sponsored athletic events.
  - i. The Principal shall be responsible for the administration and control of the interscholastic athletic program within his school.
  - ii. The Principal or his designee is required to accompany an athletic team on its trips, and all trip requests shall be made according to the procedures established by the Williamson County Schools administration.
  - iii. Coaches shall follow the chain of command procedures for Williamson County Schools for any request related to athletics. Coaches must obtain a purchase order prior to committing the district or any school to purchasing any products or service.
  - iv. School athletics are to be coached by personnel employed by Williamson County Schools. Such coaches are to be compensated only from Board funds, according to the current salary schedule. Coaches shall not receive pay other than from Williamson County Schools for any athletic-related services provided to any student who is or may be participating in that coach's sport except that coaches may participate in school authorized clinics, camps, etc.
  - v. Any student, except as outlined below, shall be eligible to try out for any athletic team. Academic and citizenship requirements for being a member of an athletic team shall be carefully considered and developed to promote the welfare of the individual student. Only students in grade 6-12 shall engage in interscholastic activities.
  - vi. Students who move out of their school transportation zone but continue attendance in the original school per board policy may continue to participate in athletics. The Board specifically forbids recruiting of students in any fashion.

- 1                   vii. Students must have a current athletic physical on file, based on TSSAA  
2                   standards, before being allowed to participate in any extracurricular activity  
3                   involving athletics in the Williamson County School System.<sup>2</sup> These activities  
4                   include but are not limited to weight training outside of the instructional day,  
5                   conditioning, open facilities, tryouts, practices, and athletic contests. Cost of the  
6                   examination shall be borne by the parent or guardian of the student.  
7
- 8                   viii. Schools may not schedule and students may not participate in any athletic team  
9                   practice during the school day.<sup>3</sup> No student or faculty may be dismissed during  
10                  the school day from school premises or the regular activities of the student's or  
11                  school's schedule in order to play an athletic contest or interscholastic game  
12                  without the written approval of the Superintendent of Schools which will be  
13                  reported to the Board. This restriction would NOT apply to tournaments/play-off  
14                  games scheduled by the TSSAA.  
15
- 16                  ix. It shall be the responsibility of the parent(s) or guardian to provide health and  
17                  hospitalization insurance for all students participating in interscholastic  
18                  athletics.<sup>4</sup>  
19
- 20                  x. No person shall, on the basis of sex, be excluded from participation in, be denied  
21                  the benefits of, be treated differently from another person, or otherwise be  
22                  discriminated against in any athletic program of the school. Equal athletic  
23                  opportunity shall be provided for members of both sexes.<sup>5</sup>  
24
- 25                  xi. Coaches and other employees of the school district shall not encourage, permit,  
26                  condone or tolerate hazing activities as part of the athletic program.<sup>6</sup>  
27
- 28                  xii. All fundraising requests related to school-sponsored athletic programs must  
29                  adhere to WCS Board policies governing fundraisers.  
30
- 31                  xiii. Schools may charge WCS BOE authorized fees to students who choose to  
32                  participate in school-sponsored athletic activities.  
33
- 34                  b. Any sport not sanctioned by the TSSAA, TMSAA or WMAA sports is not school-  
35                  sponsored and is often referred to as a "club sport". Because they are not WCS  
36                  programs, no school funds may be used to support these individual or team sports  
37                  programs.  
38
- 39                          i. Schools cannot provide a pay supplement to any individual who is acting as a  
40                          coach for any club sport.  
41
- 42                          ii. While WCS employees may choose to serve as coaches for the separate legal  
43                          entities managing these club sports, at no time should the club sport  
44                          responsibilities be performed during the employee's regularly scheduled work  
45                          day nor should release time ever be granted for the employee to perform these  
46                          duties or attend any club sport event.

- 1                   iii. If there is a student-led club associated with a club sport, it shall be established  
2                   pursuant to Board Policy 4.802, Student Equal Access.  
3  
4                   iv. Any organizer/coach of a high school club sport activity who wishes for  
5                   participants to be eligible to receive a waiver of the .5 elective P.E. credit must  
6                   submit the appropriate form to the school's athletic director for approval from  
7                   the district office. Individual participants will have the P.E. credit waived only  
8                   after the activity has received the approval by district office staff AND the  
9                   individual students have submitted the appropriate form to his/her school  
10                  counselor.  
11  
12                  v. Schools may not charge any fees for participation in club sport activities.  
13  
14                  vi. All fundraising requests must adhere to WCS Board policies governing  
15                  fundraisers.  
16  
17                  vii. Schools may not authorize student field trips for participation in club sport  
18                  activities.  
19  
20                  viii. Schools may provide meeting/practice space for club sport activities in  
21                  accordance with board policy.  
22  
23                  ix. Club sports affiliated with Non-Profits may be included in school and district  
24                  communication.  
25  
26                  x. Students participating in club sport activities are subject to all school attendance  
27                  rules and procedures applicable to any other students.  
28

## 29   **II. High School Interscholastic Activities**

- 30  
31                  a. The By-Laws of Tennessee Secondary School Athletic Association shall be adopted as  
32                  a part of the regulation for the operation and control of athletics in the high schools of  
33                  Williamson County.  
34  
35                  b. To be eligible to participate in the interscholastic athletic activities during any semester,  
36                  the high school student shall at least meet current TSSAA standards.  
37  
38                  c. Any student classified as a second semester junior or as a senior who moves out of the  
39                  county may complete his/her senior year, with payment of tuition, and continue to  
40                  participate in athletics within the guidelines of the athletic governing body.  
41  
42                  d. If a high school student is forced to withdraw from school or is prevented from  
43                  enrolling in school due to illness or accident to the student, the Principal shall review  
44                  the full details submitted by the student or his/her parent(s) concerning the student's  
45                  illness or accident and make a ruling with regard to the student's eligibility provided the  
46                  student was eligible at the time the illness or accident forced the student to withdraw or

1 prevented the student from enrolling in school. (In the case of TSSAA athletics, the  
2 Principal may submit to the Executive Director of the TSSAA the full details and  
3 request a ruling with regard to the student's eligibility. If ruled eligible, such a student  
4 shall be credited with a semester of attendance for interscholastic athletic purposes for  
5 the semester of nonattendance or withdrawal.)  
6

### 7 **III. Middle School Interscholastic Athletics**

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- 9 a. The By-Laws of the Williamson Middle Athletic Association shall be adopted as part of  
10 the regulation for the operation and control of athletics in the middle schools of  
11 Williamson County with the exception of those middle schools that have elected to  
12 participate as members of the Tennessee Middle Schools Athletic Association. Those  
13 schools shall be governed by the By-Laws of TMSAA.  
14
- 15 b. Eligibility for Middle School Athletics for those middle schools governed by WMSA  
16 will be determined as follows:  
17
- 18 i. The middle school student shall have passed (70 or above) four (4) academic  
19 subjects: communication arts (reading, language, spelling), math, science and  
20 social studies in the previous nine-week grading period in order to be eligible to  
21 try-out for a middle school athletic team. The previous nine-week grading period  
22 is the last nine-week period school was in session.  
23
- 24 ii. The following procedures should be used to determine eligibility to continue  
25 participation in a sport during sport season:  
26
- 27 1. Coaches will provide subject area teachers with names of student  
28 participants when teams are formed.
  - 29 2. Teachers will certify those students with a passing grade (70 or above) at  
30 the end of each established grading period.
  - 31 3. Students whose grades in any of the four (4) academic subjects listed  
32 above fall below 70 for the nine-week period will be placed on  
33 probation. Students on probation may practice, but not dress out or play.  
34 As soon as the grade has improved to an average of 70 or above, the  
35 student will be allowed to participate on the team, except that a student  
36 shall not dress out or play for at least one (1) week after being placed on  
37 probation.  
38
  - 39 4. For any student whose grade does not improve to an average of 70 or  
40 above in each of the four (4) academic subjects by the mid-term progress  
41 report, that student will be suspended from participation until the next  
42 nine-week grading period.  
43  
44  
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**Williamson County Schools**  
**Illness Guidelines during COVID-19 Pandemic**

Symptom/ Illness	Should <u>NOT</u> attend school or work:	May attend school or work:
Positive COVID-19 Test	<ul style="list-style-type: none"> <li>With a positive test for COVID-19</li> </ul>	<ul style="list-style-type: none"> <li><b>After 10 days minimum</b> have passed including no fever with improvement in symptoms for <b>24 hours</b></li> </ul>
Symptoms of COVID-19	<p><b>1 High-Risk Symptoms and/or</b></p> <ul style="list-style-type: none"> <li>New cough <i>and/or</i> difficulty breathing</li> <li>Loss of taste or smell</li> <li>Fever (&gt;100°F)</li> </ul> <p><b>≥2 Low-Risk Symptoms:</b></p> <ul style="list-style-type: none"> <li>Chills</li> <li>Congestion/runny nose <i>and/or</i> sore throat</li> <li>Nausea/vomiting <i>and/or</i> diarrhea</li> <li>Headache</li> <li>Muscle/body aches <i>and/or</i> fatigue</li> </ul>	<ul style="list-style-type: none"> <li><b>After 10 days minimum</b> have passed including no fever with improvement in symptoms for <b>24 hours</b> <u>OR</u></li> <li>With a <b>COVID-19 Negative Test</b> <u>after</u> onset of symptoms AND no fever and improvement of symptoms for 24 hours <u>OR</u></li> <li>With <b>written documentation</b> from a medical healthcare provider with return to school information AND no fever with improvement in symptoms for <b>24 hours</b> is provided</li> </ul>
Influenza	<ul style="list-style-type: none"> <li>Fever (&gt;100°F)</li> <li>Cough</li> <li>Congestion/runny nose <i>and/or</i> sore throat</li> <li>Body aches <i>and/or</i> fatigue</li> <li>Vomiting <i>and/or</i> diarrhea</li> </ul>	<ul style="list-style-type: none"> <li>With <b>written documentation</b> from a medical healthcare provider with return to school information AND no fever with improvement of symptoms for <b>24 hours</b> is provided</li> </ul>
Exposure to Person with Confirmed COVID-19 Positive Test (Close Contact is defined as within 6ft of positive case for ≥ 15 minutes in a 24-hour period)	<ul style="list-style-type: none"> <li>Had <b>close contact</b> to person with a confirmed positive test within the past 14 days (see details to the right)</li> <li>Those living in the same household with the positive case are considered <b>close contacts</b> and may need to stay home longer with ongoing exposure (consult school nurse or local health department for guidance)</li> <li>Antibody testing is not recognized by public health and does not exclude a person from quarantine</li> </ul>	<ul style="list-style-type: none"> <li><b>After 14 Days.</b> This is still the recommendation for quarantine by the CDC.</li> <li><b>After day 10</b> (return to regular activities on <b>day 11</b> and monitor self for symptoms up to day 14 and should wear a mask) of exposure to a person with confirmed COVID-19 <b>AND</b> symptom free <u>OR</u></li> <li><b>After day 7</b> (return to regular activities on <b>day 8</b> and monitor for symptoms up to day 14 and should wear a mask) after exposure to person with confirmed COVID-19 <b>AND</b> proof of negative COVID-19 test taken <b>on day 6</b> from last exposure <b>AND</b> symptom free</li> <li>With provided documentation of positive COVID-19 within 90 days of a new exposure</li> </ul>
Sore Throat	<ul style="list-style-type: none"> <li>Sore throat with swollen lymph nodes</li> <li>Positive culture for Strep throat</li> </ul>	<ul style="list-style-type: none"> <li>After resolution of accompanying symptoms for at least 24 hours. No fever for <b>24 hours</b>.</li> <li><b>After 24 hours</b> on antibiotics, if positive for Strep</li> </ul>
Cough	<ul style="list-style-type: none"> <li>Frequent, uncontrollable, disruptive</li> </ul>	<ul style="list-style-type: none"> <li>When cough is infrequent, non-disruptive</li> </ul>
Conjunctivitis (Pink Eye)	<ul style="list-style-type: none"> <li>Eye redness, itching, irritation, swelling in one or both eyes</li> <li>Thick and purulent (pus) discharge</li> <li>Matted eyelashes</li> </ul>	<ul style="list-style-type: none"> <li><u>Bacterial Conjunctivitis</u> – after 24 hours of starting antibiotics drops</li> <li><u>Viral Conjunctivitis</u> – with note from the doctor stating “no longer contagious”</li> </ul>
Diarrhea or Vomiting	<ul style="list-style-type: none"> <li>Diarrhea/vomiting occurs within 24 hours of school start time</li> </ul>	<ul style="list-style-type: none"> <li>If free from diarrhea/vomiting for &gt; 24 hours</li> <li>When able to tolerate regular food</li> <li>If no fever for <b>24 hours</b></li> </ul>
Pediculosis (Head Lice)	<ul style="list-style-type: none"> <li>Live lice are present</li> </ul>	<ul style="list-style-type: none"> <li>With proof of treatment <u>OR</u></li> <li>With physician or the school nurse confirming lice-free</li> </ul>
Rash or Skin Infection	<ul style="list-style-type: none"> <li>Rash or signs of skin infection that have not been seen by a doctor</li> <li>Temperature ≥ 100°F</li> </ul>	<ul style="list-style-type: none"> <li>When rash-free or written release from doctor</li> <li>After 24 hours on antibiotics/antifungals for skin infection</li> <li>If no fever for <b>24 hours</b></li> </ul>
Chickenpox (Varicella)	<ul style="list-style-type: none"> <li>Itchy pink/red rash with small fluid-filled blisters</li> <li>Temperature at 100°F or above</li> </ul>	<ul style="list-style-type: none"> <li>When all lesions are crusted over and dry with no new lesions, usually 5-7 days</li> <li>If no fever for <b>24 hours</b></li> </ul>