



Williamson County Board Policy Committee

November 1, 2021 6:00 PM

Williamson County Administrative Complex Training Center, 1st Floor

1. Agenda

2. Board Policies First Reading

- a. 6.411 Student Wellness (New)
- b. 4.214 Virtual Education Program

3. Policy for Discussion

- a. 1.202 Duties of Board Members
- b. 1.2021 Code of Ethics for School Board Members

Williamson County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Student Wellness	Descriptor Code: 6.411	Issued Date:
		Rescinds:	Issued:

1 The Board recognizes the value of proper nutrition, physical activity, and other health conscious
2 practices and the impact that such practices have on student academic achievement, health, and well-
3 being. In order to provide an environment conducive to overall student wellness, this policy shall be
4 followed by all schools in the district.¹

5 **COMMITMENT TO COORDINATED SCHOOL HEALTH**

6 All schools shall implement the Centers of Disease Control and Prevention's (CDC) Coordinated
7 School Health (CSH) approach to managing new and existing wellness related programs and services
8 in schools and the surrounding community based on state law and State Board of Education CSH
9 standards and guidelines. The school district's Coordinated School Health Coordinator shall be
10 responsible for overseeing compliance with State Board of Education CSH standards and guidelines in
11 the school district.

12 **SCHOOL HEALTH ADVISORY COUNCIL^{2,3}**

13 A school district health advisory council shall be established to serve as a resource to schools for
14 implementing policies and programs and develop an active working relationship with the county health
15 council. The council shall consist of individuals representing the school and community, including
16 parents, students, teachers, school administrators, health professionals, school food service
17 representatives, and members of the public. The primary responsibilities of the council include, but are
18 not limited to:

- 19 1. Developing, implementing, monitoring, reviewing, and as necessary, making recommendations
20 as to physical activity and nutrition policies;
- 21 2. Ensuring all schools within the school district create and implement an action plan related to all
22 School Health Index modules;
- 23 3. Ensuring that the results of the action plan are annually reported to the council; and
- 24 4. Ensuring that school level results include measures of progress on each indicator of the School
25 Health Index.
- 26
- 27
- 28

29 The State Board of Education's Coordinated School Health and Physical Activity policies shall be used
30 as guidance by the council to make recommendations. The Board will consider recommendations of
31 the council in making policy changes or revisions.

1 Additionally, each school will have a Healthy School Team consisting of teachers, students, parents,
2 community members, and administrators.² The Team will hold Healthy School Team meetings during
3 the school year to assess needs and oversee planning and implementation of school health efforts. The
4 Superintendent of Schools/designee will ensure compliance with the school wellness policy, to include
5 an assessment of the implementation of the wellness policy and the progress made in attaining the
6 policy goals. The assessment will be made available to the public.

7 **COMMITMENT TO NUTRITION**

8 All schools within the district shall participate in the USDA child nutrition programs, which may
9 include but not be limited to, the National School Lunch Program, the School Breakfast Program, the
10 Summer Food Service Program, and the After School Snack Program.^{4,5,6}

11 Meals shall be accessible to all students in a non-stigmatizing manner. Students will be given adequate
12 time to enjoy healthy meals and relax in a pleasant environment. Good nutritional habits shall be
13 encouraged. All food including vending machines, fundraising items, and concessions shall meet
14 guidelines set forth by the Healthy, Hunger-free Kids Act of 2010 and Smart Snacks in Schools.^{4,5,6}
15 The principal/designee shall be responsible for overseeing the school district's compliance with the
16 State Board of Education rules and regulations for sale of food items in the school district.^{2,5,6}

17 **DISTRICT GOALS**

18 The school district will promote healthy nutrition through various activities, including nutrition related
19 newsletters, informational links on the school district website, healthy eating posters and bulletin
20 boards in dining areas, and informational booths at various community functions. Nutrition education
21 will be offered as part of a standards based program designed to provide students with the
22 knowledge and skills needed to promote and protect their health as outlined in the State Board of
23 Education Health Education and Lifetime Wellness Standards. Nutrition education will discourage
24 teachers from using high fat, sugar, and sodium foods as rewards and encourage students to start each
25 day with a healthy breakfast.

26 **COMMITMENT TO PHYSICAL ACTIVITY AND PHYSICAL EDUCATION⁷**

27 The Board recognizes that physical activity is extremely important to the overall health of a child.
28 Schools shall support and promote physical activity. Physical activity may be integrated into any areas
29 of the school program.

30 Physical education classes shall be offered as part of a standards based program designed to provide
31 developmentally appropriate moderate to vigorous physical activity as an integral part of the class. All
32 physical education classes shall comply with the State Board of Education's Physical Education
33 Standards. In addition to the school district's physical education program, non-structured physical
34 activity periods shall be offered as required by state law.

35 Schools shall continue to offer after school sports and activities. Physical activity shall not be
36 employed as a form of discipline or punishment.

1 **COMMITMENT TO CURRICULUM³**

2 All applicable courses of study shall be based on State-approved curriculum standards.

3 **SCHOOL HEALTH INDEX³**

4 All schools within the district shall annually administer a baseline assessment on each of the
5 recommended School Health Index modules. Results shall be submitted to the School Health Advisory
6 Council and reported to the Tennessee Department of Education.

7 **RECORD KEEPING COMPLIANCE**

8 The school district's Coordinated School Health Coordinator shall ensure that records demonstrating
9 compliance with community involvement requirements are maintained. The Coordinated School
10 Health Coordinator shall additionally document that the school wellness policy and triennial
11 assessments are made available to the public.⁸

Legal References

1. TCA 49-6-1022
2. State Board of Education Policy 4.204
3. State Board of Education Policy 4.206
4. 42 USCA § 1758b
5. TRR/MS 0520-01-06
6. 7 CFR § 210; 7 CFR § 220
7. TCA 49-6-1021
8. 7 CFR § 210.31(f)

Williamson County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Virtual Education Program	Descriptor Code: 4.214	Issued Date: 09/20/21
		Rescinds:	Issued:

1 *General*

2 The Williamson County Schools virtual education program is a course or series of courses offered by a
3 school district to provide students a broader range of educational opportunities through the use of
4 technology. Utilizing this program is temporary and shall not replace a student's regular instructional
5 program.¹

6 *A student may participate in a virtual education program without enrolling in a virtual school;*
7 *provided, however, that the student must be enrolled at the school where the student receives the*
8 *majority of the student's instruction each school year.*¹

9 Class size ratios for the virtual education program shall comply with the requirements as outlined in
10 state law.²

11 Virtual education programs³ shall be made available to students for the following purposes:

- 12 1. Continuity of educational service for students who are homebound; and⁴
- 13
- 14 2. Continuity of educational service for students who are quarantining.⁵
- 15

16 **ELIGIBILITY AND PARTICIPATION REQUIREMENTS**

17 Students shall be eligible to utilize a virtual education program if participating in one of the above
18 educational opportunities. The following factors shall also be taken into consideration when
19 determining eligibility:

- 20 1. Attendance;
- 21
- 22 2. Grades; and
- 23
- 24 3. Behavioral record.
- 25

26 **ATTENDANCE**

27 Student attendance in the virtual education program shall adhere to the general requirements of board
28 policy 6.200 and any relevant administrative procedures.

- 1 Methods of confirming student attendance shall include two or more of the following:
- 2 1. Students participating in a phone call with a teacher, with parent/guardian support as
3 appropriate for the age of the student;
 - 4 2. Students participating in synchronous virtual instruction;
 - 5 3. Students completing work in a learning management system;
 - 6 4. Students submitting work via hard-copy or virtual formats; or
 - 7 5. Student completion of an online assessment.

12 REMOVAL FROM VIRTUAL EDUCATION PROGRAM

13 A student may be removed from the virtual education program or denied future enrollment in a virtual
14 education program based on disciplinary issues, attendance issues, or poor academic performance.

15 Before a student is removed based on poor academic performance, the following interventions shall
16 occur:

- 17 1. Notification of parent/guardian; and
 - 18 2. One-on-one assessment conducted by the principal/designee regarding any learning needs and
19 academic performance.
- 20

Legal References

1. TRR/MS 0520-01-03-.05(2)
2. TCA 49-1-104(h); State Board of Education Policy 3.206
3. TCA 49-16-101; TRR/MS 0520-01-03-.05(2)(a)
4. TRR/MS 0520-01-02-.10; TRR/MS 0520-01-09-.07
5. TRR/MS 0520-01-13-.01(1)(d)(1)

Cross References

Homebound Instruction 4.206
Credit Recovery 4.210

Williamson County Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: <h2 style="text-align: center;">Duties of Board Members</h2>	Descriptor Code: <h3 style="text-align: center;">1.202</h3>	Issued Date: <h3 style="text-align: center;">11/26/18</h3>
		Rescinds:	Issued:

1 The duties of an individual board member shall be as follows:

- 2 1. To become familiar with education laws, rules and regulations of the State Board of Education
- 3 and the State Department of Education, and school board policies;
- 4 2. To participate in State-mandated board training;¹
- 5 3. To have a general knowledge of the educational aims and objectives of the system;
- 6 4. To work harmoniously with other board members without trying to dominate the Board or
- 7 neglect his/her share of the work;
- 8 5. To vote and act impartially for the good of the school system;
- 9 6. To accept the will of the majority vote in all cases and give support to the resulting action;
- 10 7. To represent the Board and the school system to the public in such a way as to promote both
- 11 interest and support; and
- 12 8. To refer complaints to the Superintendent of Schools and to abstain from individual counsel
- 13 and action in regard to staff members.

Legal References

1. TCA 49-2-202(a)(6); TRR/MS 0520-01-02-.11

Cross References

- Role of the Board of Education 1.101
Code of Ethics 1.106



Memorandum

TO: Williamson County Board of Education

FROM: Dana M. Ausbrooks, General Counsel

CC: Jason Golden, Superintendent

DATE: October 26, 2021

SUBJECT: Relevant Rules Under Consideration at the October 29 SBE Meeting

Below are summaries of two new rules relating to board operations that are on second and final reading for the October 29, 2021, State Board of Education meeting.

School Board Training Rule 0520-01-02-.11

Beginning on July 1, 2022, newly elected or appointed board members shall complete at least 21 hours of training within 12 months of joining the board. The training will be comprised of courses approved by the State Board of Education, and 14 hours must consist of "orientation training course content". Experienced Board Members, or those with one (1) or more years of service on the board and a break of service of no more than four (4) years (including board members re-elected with no break in service), shall complete at least seven (7) hours of training each fiscal year. The seven (7) hours of training shall consist of any training course(s) approved by the State Board of Education. The required training hours for all board members may only be reduced or waived by the Commissioner of Education if a board member experiences an unanticipated hardship and is granted a reduction or waiver. Until June 30, 2022, board members shall continue to comply with Training Course requirements through participation in the School Board Academy program administered by TDOE.

Organization and Administration of Schools Rule 0520-01-02-.31

This item adds back the requirement for local boards of education to develop a five-year strategic plan and district-level improvement plan that operationalizes the goals of the strategic plan. The new rule adds that the strategic plan be posted to the district website. The rule also clarifies that the strategic plan must identify how it supports at least one (1) goal in the State Board of Education Master Plan.

Williamson County Board of Education			
Monitoring : Review: Annually, in July	Descriptor Term: Code of Ethics for School Board Members	Descriptor Code: 1.2021	Issued Date: 11/16/20
		Rescinds: 1.1061	Issued : 10/21/2019

ARTICLE I. MY RELATIONS TO OUR STUDENTS

Section 1. I will at all times think in terms of "students first," always determining other important things according to how they affect the education and development of students.

Section 2. I will seek to provide equal opportunities for all students in academics, the arts, and athletics.

ARTICLE II. MY RELATIONS WITH OUR COMMUNITY

Section 1. I will fairly appraise and support both present and future educational needs.

Section 2. I will represent at all times the entire school community and refuse to represent special interests or partisan politics.

Section 3. I will maintain open lines of communication with the community.

Section 4. I will refrain from using district resources to actively campaign for any candidate for elected office.

Section 5. I will refer to other board members , staff, students, and the public with respect including when using social media.

ARTICLE III. MY RELATIONS TO OUR DISTRICT EMPLOYEES

Section 1. I will support the employment of those persons best qualified to serve in our district.

Section 2. I will strive to secure resources that allow our employees to perform with excellence.

Section 3. I will celebrate employee accomplishments and refrain from public critique.

ARTICLE IV. MY RELATIONS WITH OTHER BOARD MEMBERS

Section 1. I will recognize that authority rests only with the Board in official meetings and that the individual member has no legal status outside of such meetings.

Section 2. I will at all times comply with the Tennessee Open Meetings Act (the "Sunshine Law").

Section 3. I will make final decisions only after full discussion of matters at a Board meeting.

Section 4. I will respect the opinion of other members and will accept the principle of "majority rule."

1 **Section 5.** I will attend all regularly scheduled Board meetings, insofar as possible, and become
informed concerning the issues to be considered at those meetings.

2 **Section 6.** I will work with other Board members to establish effective Board policies and to delegate
authority for the administration of the schools to the Superintendent.

3 **Section 7.** I will refrain from public critique of fellow board members, outside of Board deliberations,
4 in any other public forum, including social media.

5 **ARTICLE V. MY RELATIONS WITH OUR SUPERINTENDENT**

6 **Section 1.** I will support full administrative authority as well as responsibility for the Superintendent to
properly discharge all professional duties.

7 **Section 2.** I will support Superintendent accountability for working and requiring staff to work within
8 the framework of policies set by the Board.

9 **Section 3.** I will refer all complaints and concerns to the Superintendent.

10 **Section 4.** I will refrain from public critique of the Superintendent, outside of Board deliberations, in
11 any other public forum, including social media.

16 **ARTICLE VI. MY RELATIONS TO MYSELF**

17 **Section 1.** I will inform myself about my duties and responsibilities and current educational issues by
18 individual study and through participation in programs providing needed information.

19 **Section 2.** I will avoid being placed in a position of conflict of interest.

20 **Section 3.** I will refrain from using my position on the Board for personal or partisan gain.

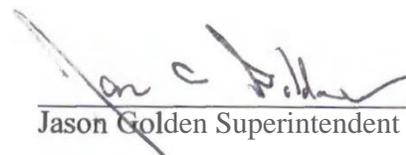
21 **Section 4.** I will take no action that will compromise the Board, the District or administration.

22 **Section 5.** I will respect the confidentiality of information that is privileged under applicable law.

23 **Section 6.** I will avoid putting myself in situations that might give the appearance of speaking for the
24 entire Board. However, the Board Chair shall speak for the Board when acting as the official
25 spokesperson pursuant to WCSB policy 1.502.

Affirmed by a vote on November 16, 2020 during the regularly scheduled meeting of the Williamson County Board of Education

Angela Durham, District 1	Yes <u>X</u>
Dan Cash, District 2	<u>YesX</u>
Eliot Mitchell, District 3	<u>YesX</u>
Brad Fiscus, District 4	<u>YesX</u>
Jennifer Aperia, District 5	<u>YesX</u>
Jay Galbreath, District 6	<u>YesX</u>
Sheila Cleveland, District 7	<u>YesX</u>
Candace Emerson, District 8	Absent
Rick Wimberly, District 9	<u>YesX</u>
Eric Welch, District 10	<u>YesX</u>
KC Haugh, District 11	<u>YesX</u>
Nancy Garrett, District 12	<u>YesX</u>


Jason Golden Superintendent