



Williamson County Board Policy Committee

January 10, 2022 6:00 PM

Williamson County Administrative Complex Training Center, 1st Floor

1. Agenda

2. Board Policies Second Reading

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

3. Policies for Discussion

- a. 1.501 Visitors to the Schools
- b. 3.210 Naming Facilities
- c. 4.403 Reconsideration of Materials and Textbooks

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 during the school day.

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 August	Descriptor Term: Visitors to the Schools	Descriptor Code: 1.501	Issued Date: 11/26/18
		Rescinds: 1.501	Issued: 09/16/02

1 Except on occasions such as school programs, athletic events, open house, and similar public events, all
2 visitors will report to the school office when entering the school. Visitors must show a photo I.D. and
3 sign a log book. Authorization to visit elsewhere in the building or on the school campus will be
4 determined by the principal/designee. Guest passes shall be issued for all persons other than students,
5 employees, or any persons with a badge issued by Williamson County Schools.

6 In order to maintain the conditions and atmosphere suitable for learning, no other person shall enter onto
7 the grounds or into the school buildings during the hours of student instruction except students assigned
8 to that school, the staff of the school, parents or legal guardians of students, and other persons with lawful
9 and valid business on the school premises.¹

10 Persons who come onto school property shall be under the jurisdiction of the site administrator/designee.
11 Individuals who come onto school property or who contact employees on school or district business are
12 expected to behave accordingly. Specifically, actions that are prohibited include, but are not limited to:

- 13 • Cursing and use of obscenities;
- 14
- 15 • Disrupting or threatening to disrupt school or office operations;
- 16
- 17 • Acting in an unsafe manner that could threaten the health or safety of others;
- 18
- 19 • Verbal or written statements or gestures indicating intent to harm an individual or property; and
- 20
- 21 • Physical attacks intended to harm an individual or substantially damage property.

22 The principal with authorization by the Superintendent of Schools and/or his/her designee has the
23 authority to exclude from the school premises any persons disrupting the educational programs in the
24 classroom or in the school, disturbing the teachers or students on the premises, or on the premises for
25 the purpose of committing an illegal act.¹

26 The principal shall contact law enforcement officials when he/she believes the situation warrants such
27 measures.

Legal References

1. TCA 49-6-2008; TCA 39-14-406

Cross References

- Board-Community Relations 1.500
- Section 504 and ADA Grievance Procedures 1.802
- Vendor Relations 2.809
- Safety 3.201
- Security 3.205
- School Volunteers 4.501
- Care of School Property 6.311

Williamson County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Naming Facilities	Descriptor Code: 3.210	Issued Date: 02/18/19
		Rescinds: 3.210	Issued: 09/16/02

1
2 The process for selecting a name for a new school and for renaming a school shall be as follows:
3

- 4 1. The Superintendent shall appoint a naming committee composed of Board members, county
5 commissioners, and WCS staff members.
6
- 7 2. Schools shall not be named after, commercial developments, or residential developments.
8 Schools may be named for the area or community in which the school is located even if the
9 area or community is named after a family.
10
- 11 3. If a school is named for an individual, then a school will be named according to the following
12 naming criteria:
13
 - 14 a. The individual played a critical role or contributed to society in ways that supported the
15 success and well-being of the individuals who lived in Williamson County, Tennessee,
16 the State of Tennessee or the United States, now and in the future.
 - 17 b. The individual's principal legacy (i.e. the key activity, advocacy or accomplishment for
18 which the individual is most known) aligns with or reflects the WCS mission, vision,
19 core values and beliefs.
 - 20 c. The individual has been deceased for ten (10) or more years.
 - 21 d. No building may bear the name of an individual convicted of a felony.
22
- 23 4. Community input shall be solicited through a variety of appropriate methods.
24
- 25 5. The naming committee shall review and consider all proposed names submitted by the
26 community.
27
- 28 6. The naming committee shall submit a one page summary, which includes a list of three names
29 and the justifications of the recommendation for each of the three names to the
30 Superintendent, who will present the summary to the Board for consideration. The
31 Superintendent shall provide the Board with the summary prior to the work session in which
32 the Board will be discussing the three names presented by the naming committee.
33
- 34 7. The Board shall make the final selection of the name.

Williamson County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Reconsideration of Instructional Materials and Textbooks	Descriptor Code: 4.403	Issued Date: 04/16/19
		Rescinds: 4.403	Issued: 06/03/14

1 The Board of Education supports principles of intellectual freedom inherent in the First Amendment of
2 the Constitution of the United States.¹

3 The Board of Education, though it is ultimately responsible for all instructional material purchased,
4 recognizes the student's right of free access to many different types of materials. The Board also
5 recognizes the right of teachers and administrators to select instructional materials and to make those
6 materials available in the schools. It is therefore the policy of the Board to require instructional materials
7 selected for and used in the schools to be in accord with the following:

- 8 1. Instructional materials shall be chosen for values of interest and enlightenment of all students in
9 the community. Instructional materials shall not be excluded because of the race, nationality,
10 political or religious views of the writer or of its style and language.
11
- 12 2. Every effort will be made to provide materials that present many points of view concerning the
13 problems and issues of our times--international, national, and local. Instructional materials of
14 sound factual authority shall not be proscribed or removed from library shelves or classrooms
15 because of partisan or doctrinal approval/disapproval.
16
- 17 3. Censorship of instructional materials will be discouraged in order to maintain the school's
18 responsibility to provide information and enlightenment.
19
- 20 4. Such media (films, videos, electronic media, etc.) should be used only to supplement, not
21 supplant, other instruction. There must be a stated instructional purpose related to approved
22 curriculum objectives to support the use of any media.

23 In accordance with number three above, the Board of Education has adopted the following policy when
24 dealing with complaints about or censorship of instructional materials:

- 25 1. That the final decision concerning controversial instructional materials shall rest with the Board
26 of Education after careful examination and discussion of the instructional materials with school
27 faculties or anyone else the Board of Education wishes to involve;
28
- 29 2. That no parent, group of parents, or non-school group has the right to determine the
30 instructional materials for students other than their own children;
31
- 32 3. The Board of Education does, however, recognize the right of an individual parent to request
33 that his child not have to use a given instructional material, provided a written request is made
34 to the Principal;

- 1 4. Any parent or other citizen who wishes to request review or reconsideration of the use of any
2 instructional material in the school must make such a request in writing through the Principal of
3 the school where the material is used.

4 Complainants who bypass the review/reconsideration procedure and who initially seek action from the
5 Board of Education or Superintendent of Schools shall be informed of the policy and instructed first to
6 seek solution to their problem with the involved teacher, librarian, or Principal. When a complaint is
7 made, the following procedure is to be followed:

- 8 1. Provide the complainant with a copy of this policy and make no commitments.
9
10 2. Request the complainant to submit a "Request for Reconsideration of Instructional Materials"
11 form.
12
13 3. When a complaint is filed, the Principal and teacher will review the validity of the complaint.
14 The complaint will then be processed through the following steps to determine a final
15 resolution.
16
17 4. Inform the Superintendent of Schools and other appropriate personnel.
18
19 5. Keep challenged materials available for use and review during the reconsideration process.
20
21 6. Upon receipt of the completed form, the Principal requests review of the challenged material
22 within fifteen working days by an ad hoc materials review committee composed as follows:
23 a. Appropriate Director (who serves as chairperson);
24 b. President of the PTA/PTO or other parent organization of the school involved;
25 c. Principal of a county school serving the same grade levels as the school in which the
26 material is being challenged.
27 d. Board of Education member (to be appointed by the Chairman of the Board);
28 e. WCEA representative (to be appointed by WCEA president).
29
30 7. The review committee takes the following steps after receiving the challenged materials:
31 a. Reads, views, or listens to the material in its entirety.
32 b. Checks general acceptance of the material by reading recognized evaluative reviews.
33 c. Holds a hearing including complainant and any affected school employee.
34 d. Determines the extent to which the material supports the curriculum.
35 e. Judges the material for its strengths and values and/or objectionable content.
36 f. Presents decision in writing to Principal, to the complainant, to affected school
37 employees, and to the Superintendent of Schools (for information).
38
39 8. If the complainant or any affected school employee wishes further action after receiving the
40 decision of the committee, an appeal may be made to the Board of Education within fifteen
41 (15) working days of the date of committee decision. This appeal should be made in writing to
42 the Superintendent of Schools who shall schedule the matter on the agenda of the next regular
43 meeting of the School Board. If no appeal is filed within the above deadline, the determination
44 of the review committee shall be final.

Legal References

1. *Board of Education, Island Trees Union Free School District No. 26 v. Pico*, 457 U.S. 853, 102 S. Ct. 2799 (1982)

Cross References

Textbooks 4.401
School and System Websites 4.407
Controversial Materials 4.801