



Williamson County School Board Meeting

August 15, 2022 6:30 PM

Williamson County Administrative Complex - Auditorium

1. Call to Order

- a. Record Attendance
- b. Pledge of Allegiance and a Moment of Silence

2. Items of Particular Public Interest (Public Comment)

3. Approval of Agenda

4. Approval of Consent Agenda

- a. Approval of June 20, 2022, School Board Meeting Minutes
- b. Approval of the July 21, 2022, Special Called School Board Meeting Minutes
- c. Approval School Board Meeting Updated Dates 2022-2023
- d. Approval of Outstanding Purchase Orders (Annual Agenda Item)
- e. Approval of Annual Agenda for 2022-2023 (Annual Agenda Item)
- f. Approval of Sick Leave Bank Trustees (Annual Agenda Item)
- g. Fall Zone Easement at Bethesda Elementary
- h. Recommendation for Field Trip Fee Requests

5. Communications to the Board

- a. Superintendent's Report
 - I. Student, Staff and School Spotlights
- b. Board Chair Report

6. New Business

- a. 2022 - 2023 School Board Budget (10 minutes)
 - I. Grants
 1. Approval of General Purpose School Fund Amendment: 08.22 Carryforward Reserves - \$121,094.95
 2. Approval of General Purpose School Fund Amendment: 08.22 Safe Schools Grant Carryover - \$202,450.02
 3. Approval of General Purpose School Fund Amendment: 08.22 Middle School Stem Grant Carryover - \$10,018.20
 4. Approval of General Purpose School Fund Amendment: 08.22 Governors Give Grant Carryover - \$717,420.00

5. Approval of General Purpose School Fund
Amendment: 08.22 Transition Grant Carryover -
\$34,632.00

6. Approval of Central Cafeteria Fund Amendment:
08.22 NSLP- Supply-Chain Assistant Grant -
\$825,284.21

II. Operations

1. Approval of General Purpose School Fund
Resolutions: 09.22 Human Resources and Payroll Job
Additions - \$264,562.00

III. Capital Projects

1. Approval of Education Capital Project Fund
Amendment: 08.22 Intracategory Ravenwood High
Addition - \$205,000.00

2. Approval of Education Capital Project Fund
Amendment: 08.22 Intracategory Elementary East Cox
- \$400,000

3. Approval of Education Capital Project Fund: 09.22
GPS Transfer to Capital Projects for East Elementary
Cox - \$ 4,000,000.

4. Approval of Education Capital Project Fund: 09.22
Transfer to Capital Projects for Summit High Addition -
\$282,000.00

5. Approval of Education Capital Project Fund Intent to
Fund: 09.22 Page High Phase 4- \$8,000,000.00

b. Board Policies - First and Final Reading (10 minutes)

I. 1.102 Board Members Legal Status

II. 3.202 Emergency Preparedness Plan

III. 4.600 Report Cards and Grading Systems

IV. 6.200 Attendance

V. 6.409 Reporting Child Abuse

c. Board Policies First Reading (10 Minutes)

I. 2.805 Purchasing

II. 3.208 Asbestos Management Plan (New)

III. 4.101 Instructional Standards

IV. 4.401 Textbooks and Instructional Materials

V. 4.403 Library Materials

VI. 5.119 Employment of Retirees (New)

VII. 5.200 Separation for Tenured Teachers

VIII. 5.201 Separation Practices for Non-Tenured Teachers

IX. 5.701 Substitute Teachers

d. Policies for Deletion First Reading (5 minutes)

I. 4.400 Instructional Materials

II. 4.402 Selection of Instructional Materials

e. 2023-2024 Rezoning Parameters

f. Proposed Resolutions

I. Resolution in Support of WCS Teachers

II. Resolution to Review State Requirements Affecting
Educators

III. Third Grade Retention Law

7. Adjournment



Williamson County School Board Meeting

June 20, 2022 - 6:30 PM

Williamson County Administrative Complex Auditorium

Attendance Taken at 6:31 PM.

Mrs. Jennifer Aprea:	Present
Mr. Joshua Brown:	Present
Mr. Dan Cash:	Present
Ms. Sheila Cleveland:	Absent
Mrs. Angela Durham:	Present
Mrs. Candace Emerson:	Absent
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: 10, Absent: 2

I. Call to Order

- a. Record Attendance
- b. Pledge of Allegiance and a Moment of Silence

Madam Chair Garrett called upon Sheriff's Deputies Mark Gorman and George Hissong to lead the Pledge of Allegiance, followed by a moment of silence.

II. Items of Particular Public Interest (Public Comment)

Ashley Webster spoke about Code of Conduct policy, later start times and diversity.

Judy Solan spoke about late start Mondays and early release Wednesdays.

III. Superintendent Contract Review and Extension (Annual Agenda Item)

Madam Chair Garrett presented Superintendent Golden's contract for review and extension.

Motion Passed: Motion by Mr. Rick Wimberly to approve the extension of Superintendent Golden's contract. A second was made by Mr. Eric Welch.

Ms. Sheila Cleveland:	Absent
Mrs. Candace Emerson:	Absent
Mrs. Angela Durham:	Yes
Mr. Dan Cash:	Nay
Mr. Eliot Mitchell:	Yes
Mr. Joshua Brown:	Yes
Mrs. Jennifer Aprea:	Yes
Mr. Jay Galbreath:	Yes
Mr. Rick Wimberly:	Yes
Mr. Eric Welch:	Yes
Mr. KC Haugh:	Yes

Mrs. Nancy Garrett: Yes
Yes: 9, Nay: 1, Absent: 2

IV. Approval of Agenda

Madam Chair Garrett presented the agenda for approval.

Motion Passed: Motion by Mr. Joshua Brown to approve. A second was made by Mr. Eliot Mitchell.

Ms. Sheila Cleveland: Absent
Mrs. Candace Emerson: Absent
Mrs. Angela Durham: Yes
Mr. Dan Cash: Yes
Mr. Eliot Mitchell: Yes
Mr. Joshua Brown: Yes
Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Yes
Mr. Rick Wimberly: Yes
Mr. Eric Welch: Yes
Mr. KC Haugh: Yes
Mrs. Nancy Garrett: Yes
Yes: 10, Nay: 0, Absent: 2

V. Approval of Consent Agenda

Madam Chair Garrett presented the consent agenda for approval.

Motion Passed: Motion by Mr. Eric Welch to approve. A second was made by Mr. Rick Wimberly.

Ms. Sheila Cleveland: Absent
Mrs. Candace Emerson: Absent
Mrs. Angela Durham: Yes
Mr. Dan Cash: Yes
Mr. Eliot Mitchell: Yes
Mr. Joshua Brown: Yes
Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Yes
Mr. Rick Wimberly: Yes
Mr. Eric Welch: Yes
Mr. KC Haugh: Yes
Mrs. Nancy Garrett: Yes

Yes: 10, Nay: 0, Absent: 2

- a. Approval of the May 16, 2022, School Board Meeting Minutes
- b. Approval of Board Policy Second Reading
 - I. 1.901 Charter School Applications
 - II. 4.205 Enrollment in Advanced Courses (NEW)
 - III. 6.307 Drug-Free Schools (NEW)
 - IV. 6.309 Zero Tolerance
- c. Approval of Field Trips
- d. Approval of ePlan's FY 22 Literacy Training Teacher Stipend Grants Early Reading Training and Secondary Literacy Training
- e. Approval of 2022-2023 SACC Tuition Fees

VI. Communications to the Board

a. Superintendent's Report

Superintendent Golden thanked everyone for attending the meeting. He referenced the June work session and encouraged everyone to visit the meeting video for more details on the agenda items.

I. Student, Staff and School Spotlights

In Student Spotlights, student-athletes were celebrated for winning State championships. In the Tennessee Middle School Athletic Association (TMSAA) State Track and Field Tournament, Legacy Middle's Braxton Alexander, Henry Deming, Daniel Kim and Wells Stanley were recognized as the Division A Boys 4x100-Meter Relay Champions. Braxton is also the Division A Boys Long Jump Champion. Also, from LMS, Gencye Knight, Grace Ashby, Emma Rees and Kyndra Ferrer are the Division A Girls 4x100-Meter Relay Champions. Larkin Johnson is the Division A Girls 1,600-Meter Run Champion. Legacy Middle is also the Division A Girls Team Champions. Their coach is Dalton Howard.

From Brentwood Middle, Daisy Oatsvall is the Division AA Girls High Jump Champion. Brentwood Middle's Keenan Fisher is the Division AA Boys 110-Meter Hurdles Champion. Their coaches are Nathan Cummings and Dennis Harrison.

Woodland Middle students won the Division AA Boys 4x400-Meter competition. That team consists of Simon Hetrick, Jack Palmeri, Cole Montgomery and Brennan O' Donnell. Their coach is Andrew Swanson.

Fairview Middle took the Division A Girls 4x400-Meter Relay Championship with a team including Ries Lerond, Kaitlyn Coble, Andi Lerond and Layla Curtis. Their coaches are Rebecca Singer and Ryan Pett.

Luke Thompson, from Grassland Middle, is the Division AA Boys 400-Meter Dash State Champion. His coach is Alexander Eichner.

In the Tennessee Secondary School Athletic Association (TSSAA) Spring Fling State Tournament, Page High's boys' soccer team won the Division AA State Championship. Their coach is Nathan Clapp. Brentwood High's boys' soccer team also won a State title in Division AAA. Their coach is Mike Purcell.

In the tennis tournament, Lisa Messier and Sofia Messier from Franklin High are the Division AA Girls Tennis Double Champions. Their coach is Matthew Lacheta. Brentwood High's Disha Javagal, Nisha Javagal, Emsley Meier, Joelle Krikorian and Holly Cochrane are the Division AA Girls Tennis Champions. They are coached by Haley Stoever.

In track and field, Brentwood High is the Division AAA Girls Champions. Aiden Carter, also from Brentwood High, is the Division AAA Boys Decathlon Champion. Centennial High's Gabrielle Boulay won the Division AAA 800-Meter Run State title. The Brentwood and Centennial high coaches are Joe Fedoris and Sam Ridley, respectively.

Claire Stegall, from Nolensville High, won two State titles: the Division AAA Girls 1,600-Meter Run and the 3,200-Meter Run. Her teammate, Elise Dobson, won the Division

AAA Girls Outdoor Pentathlon Championship. Their coach is Kyle Manderfield.

Page High's Cole Combs is the Division AA Boys Discus Throw State Champion. His coach is Marco Harris.

Ravenwood High's Reghan Grimes is both the Division AAA Girls Discus Throw Champion and the Girls Shot Put Champion. Her coach is Pete Mueller.

Golden concluded by recognizing several students and staff that are being served by other organizations, including the Special Olympics and Club Sports.

b. Board Chair Report

Madam Chair Garrett congratulated Superintendent Golden on the extension of his contract.

VII. **New Business**

a. 2021-2022 School Board Budget

I. Approval Central Cafeteria Fund 06.22 Commodities - \$121,718.

Madam Chair Garrett called upon Superintendent Golden who recommended approval of Central Cafeteria Fund 06.22 Commodities in the amount of \$121.718.

Motion Passed: Motion by Mr. Eliot Mitchell to approve. A second was made by Mr. Dan Cash.

Ms. Sheila Cleveland: Absent
Mrs. Candace Emerson: Absent
Mrs. Angela Durham: Yes
Mr. Dan Cash: Yes
Mr. Eliot Mitchell: Yes
Mr. Joshua Brown: Yes
Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Yes
Mr. Rick Wimberly: Yes
Mr. Eric Welch: Yes
Mr. KC Haugh: Yes
Mrs. Nancy Garrett: Yes
Yes: 10, Nay: 0, Absent: 2

II. Approval of General Purpose School Fund 141 06.22 Final Year-End Intra-category Adjustments. Madam Chair Garrett called upon Superintendent Golden, who recommended approval of General Purpose School Fund 141 06.22 Final Year-End Intra-category Adjustments.

Motion Passed: Motion by Mr. Rick Wimberly to approve. A second was made by Mr. Joshua Brown.

Ms. Sheila Cleveland: Absent
Mrs. Candace Emerson: Absent
Mrs. Angela Durham: Yes
Mr. Dan Cash: Yes
Mr. Eliot Mitchell: Yes
Mr. Joshua Brown: Yes

Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Yes
Mr. Rick Wimberly: Yes
Mr. Eric Welch: Yes
Mr. KC Haugh: Yes
Mrs. Nancy Garrett: Yes
Yes: 10, Nay: 0, Absent: 2

III. Approval of Central Cafeteria 143 Fund 06.22 Final Year-End Intra-category Adjustments. Madam Chair Garrett called upon Superintendent Golden who recommended approval of Central Cafeteria 143 Fund 06.22 Final Year-End Intra-category Adjustments

Motion Passed: Motion by Mrs. Angela Durham to approve. A second was made by Mr. Eliot Mitchell.

Ms. Sheila Cleveland: Absent
Mrs. Candace Emerson: Absent
Mrs. Angela Durham: Yes
Mr. Dan Cash: Yes
Mr. Eliot Mitchell: Yes
Mr. Joshua Brown: Yes
Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Yes
Mr. Rick Wimberly: Yes
Mr. Eric Welch: Yes
Mr. KC Haugh: Yes
Mrs. Nancy Garrett: Yes
Yes: 10, Nay: 0, Absent: 2

IV. Approval of Extended School 146 Fund 06.22 Final Year-End Intra-category Adjustments. Madam Chair Garrett called upon Superintendent Golden who recommended approval of Extended School 146 Fund 06.22 Final Year-End Intra-category Adjustment.

Motion Passed: Motion by Mr. Eliot Mitchell to approve. A second was made by Mr. Joshua Brown.

Ms. Sheila Cleveland: Absent
Mrs. Candace Emerson: Absent
Mrs. Angela Durham: Yes
Mr. Dan Cash: Yes
Mr. Eliot Mitchell: Yes
Mr. Joshua Brown: Yes
Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Yes
Mr. Rick Wimberly: Yes
Mr. Eric Welch: Yes
Mr. KC Haugh: Yes
Mrs. Nancy Garrett: Yes
Yes: 10, Nay: 0, Absent: 2

V. Approval of Education Capital Projects Fund 06.22 Intra-category Cox Road Elementary -\$780,000.

Madam Chair Garrett called upon Superintendent Golden who recommended approval of Education Capital Projects Fund 06-22 Intra-category Cox Road Elementary in the amount of \$780,000.

Motion Passed: Motion by Mr. KC Haugh to approve. A second was made by Mr. Eliot Mitchell.

Ms. Sheila Cleveland: Absent
Mrs. Candace Emerson: Absent
Mrs. Angela Durham: Yes
Mr. Dan Cash: Yes
Mr. Eliot Mitchell: Yes
Mr. Joshua Brown: Yes
Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Yes
Mr. Rick Wimberly: Yes
Mr. Eric Welch: Yes
Mr. KC Haugh: Yes
Mrs. Nancy Garrett: Yes
Yes: 10, Nay: 0, Absent: 2

VI. Education Capital Project Fund 07.22 Brentwood Middle School ITF - \$40,000,000.

Madam Chair Garrett called upon Superintendent Golden, who recommended approval of Education Capital Projects Fund 07-22 Brentwood Middle School, Intent to Fund in the amount of \$40,000,000.

Motion Passed: Motion by Mr. Jay Galbreath to approve. A second was made by Mr. Eliot Mitchell.

Ms. Sheila Cleveland: Absent
Mrs. Candace Emerson: Absent
Mrs. Angela Durham: Yes
Mr. Dan Cash: Yes
Mr. Eliot Mitchell: Yes
Mr. Joshua Brown: Yes
Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Yes
Mr. Rick Wimberly: Yes
Mr. Eric Welch: Yes
Mr. KC Haugh: Yes
Mrs. Nancy Garrett: Yes
Yes: 10, Nay: 0, Absent: 2

VIII. Approval of Resolution for 2022-2023 Capital Request 07.22 Intent to Fund-\$12,514,650.

Madam Chair Garrett called upon Superintendent Golden, who recommended approval of

Resolution for 2022-2023 Capital Requests 07-22 Intent to Fund in the amount of \$12,514,650.

Motion Passed: Motion by Mr. Dan Cash to approve. A second was made by Mr. KC Haugh.

Ms. Sheila Cleveland: Absent
Mrs. Candace Emerson: Absent
Mrs. Angela Durham: Yes
Mr. Dan Cash: Yes
Mr. Eliot Mitchell: Yes
Mr. Joshua Brown: Yes
Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Yes
Mr. Rick Wimberly: Yes
Mr. Eric Welch: Yes
Mr. KC Haugh: Yes
Mrs. Nancy Garrett: Yes
Yes: 10, Nay: 0, Absent: 2

b. Approval 6.300 Code of Conduct (New) Second Reading

Madam Chair Garrett called upon Superintendent Golden, who recommended approval of Policy 6.300 Code of Conduct on second reading.

Motion Passed: Motion by Mr. Eric Welch to approve. A second was made by Mr. KC Haugh.

Ms. Sheila Cleveland: Absent
Mrs. Candace Emerson: Absent
Mrs. Angela Durham: Yes
Mr. Dan Cash: Yes
Mr. Eliot Mitchell: Yes
Mr. Joshua Brown: Yes
Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Yes
Mr. Rick Wimberly: Yes
Mr. Eric Welch: Yes
Mr. KC Haugh: Yes
Mrs. Nancy Garrett: Yes
Yes: 10, Nay: 0, Absent: 2

c. Approval of Early Release Dates for the 2022-23 School Year.

Madam Chair Garrett called upon Superintendent Golden, who acknowledged the memo in the board packet. Madam Chair Garrett called on Mr. Welch, who was the first to request to speak. Mr. Welch made a motion.

Motion Failed: Motion by Mr. Eric Welch to switch late start days to early release days; increase the elementary school day by 7 minutes; reduce the current 27 days to 11, increasing the time for each from 45 minutes to 112 minutes, to use the 7 minutes, the early release days are to be Wednesdays. - No Early Childhood students are at school, fewer extracurricular activities on Wednesdays. A second was made by Mr. KC Haugh.

Ms. Sheila Cleveland: Absent
Mrs. Candace Emerson: Absent

Mrs. Angela Durham: Nay
Mr. Dan Cash: Nay
Mr. Eliot Mitchell: Yes
Mr. Joshua Brown: Nay
Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Nay
Mr. Rick Wimberly: Yes
Mr. Eric Welch: Yes
Mr. KC Haugh: Yes
Mrs. Nancy Garrett: Yes
Yes: 6, Nay: 4, Absent: 2

Amendment One to Motion Failed: Motion by Mrs. Jennifer Aprea early release Wednesdays for Elementary students as stated, and the Secondary time block would be instead of 27 late start Mondays it would be 11 late start Mondays on the same week as the Elementary school early release Wednesdays. A second was made by Mrs. Angela Durham.

Ms. Sheila Cleveland: Absent
Mrs. Candace Emerson: Absent
Mrs. Angela Durham: Yes
Mr. Dan Cash: Nay
Mr. Eliot Mitchell: Nay
Mr. Joshua Brown: Nay
Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Yes
Mr. Rick Wimberly: Nay
Mr. Eric Welch: Nay
Mr. KC Haugh: Nay
Mrs. Nancy Garrett: Yes
Yes: 4, Nay: 6, Absent: 2

Amendment Two Motion Failed: Motion by Mr. Jay Galbreath to reflect the item that was brought forth in the agenda to move the secondary schools back to 27 days, late start Mondays, 45 minutes Increase the elementary school day by 7 minutes; reduce the current 27 days to 11, increasing the time for each from 45 minutes to 112 minutes, to use the 7 minutes, the early release days are to be Wednesdays. No Early Childhood students are at school, fewer extracurricular activities on Wednesdays (consistent with the June 13, 2022, agenda memo). A second was made by Mr. Joshua Brown.

Ms. Sheila Cleveland: Absent
Mrs. Candace Emerson: Absent
Mrs. Angela Durham: Yes
Mr. Dan Cash: Yes
Mr. Eliot Mitchell: Nay
Mr. Joshua Brown: Yes
Mrs. Jennifer Aprea: Nay
Mr. Jay Galbreath: Yes
Mr. Rick Wimberly: Nay
Mr. Eric Welch: Nay

Mr. KC Haugh: Nay
Mrs. Nancy Garrett: Yes
Yes: 4, Nay: 6, Absent: 2

Call the Question by Mr. Dan Cash. A second was made by Mr. Eric Welch.

Ms. Sheila Cleveland: Absent
Mrs. Candace Emerson: Absent
Mrs. Angela Durham: Yes
Mr. Dan Cash: Yes
Mr. Eliot Mitchell: Yes
Mr. Joshua Brown: Yes
Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Yes
Mr. Rick Wimberly: Yes
Mr. Eric Welch: Yes
Mr. KC Haugh: Yes
Mrs. Nancy Garrett: Yes
Yes: 10, Nay: 0, Absent: 2

Motion Passes: Motion by Mr. Jay Galbreath to accept the agenda item. The plan that was placed on the agenda for 6/13 that reflects late start days for secondary, 45 minutes each and the proposed early release for elementary for Wednesday at 112 minutes each. A second was made by Mr. Eliot Mitchell.

Ms. Sheila Cleveland: Absent
Mrs. Candace Emerson: Absent
Mrs. Angela Durham: Yes
Mr. Dan Cash: Yes
Mr. Eliot Mitchell: Yes
Mr. Joshua Brown: Yes
Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Yes
Mr. Rick Wimberly: Yes
Mr. Eric Welch: Yes
Mr. KC Haugh: Yes
Mrs. Nancy Garrett: Yes
Yes: 10, Nay: 0, Absent: 2

d. Approval of Differentiated Pay Plan (Annual Agenda Item)

Madam Chair Garrett called upon Superintendent Golden, who recommended approval of Differentiated Pay Plan (Annual Agenda Item).

Motion Passes. Motion by Mrs. Angela Durham to approve. A second was made by Mr. Eliot Mitchell.

Ms. Sheila Cleveland: Absent
Mrs. Candace Emerson: Absent
Mrs. Angela Durham: Yes
Mr. Dan Cash: Yes
Mr. Eliot Mitchell: Yes

Mr. Joshua Brown: Yes
Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Yes
Mr. Rick Wimberly: Yes
Mr. Eric Welch: Yes
Mr. KC Haugh: Yes
Mrs. Nancy Garrett: Yes
Yes: 10, Nay: 0, Absent: 2

e. Approval of School Board Meeting Dates (Annual Agenda Item).

Madam Chair Garrett called upon Superintendent Golden, who recommended approval of School Board Meeting Dates (Annual Agenda Item).

Motion Passes. Motion by Mrs. Angela Durham. A second was made by Mr. Dan Cash.

Ms. Sheila Cleveland: Absent
Mrs. Candace Emerson: Absent
Mrs. Angela Durham: Yes
Mr. Dan Cash: Yes
Mr. Eliot Mitchell: Yes
Mr. Joshua Brown: Yes
Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Yes
Mr. Rick Wimberly: Yes
Mr. Eric Welch: Yes
Mr. KC Haugh: Yes
Mrs. Nancy Garrett: Yes
Yes: 10, Nay: 0, Absent: 2

8. There being no further business, Madam Chair Garrett adjourned the meeting at 9:39 p.m.

Chairperson

Superintendent



Special Called Board Meeting

July 21, 2022, 6:00 PM

Williamson County Administrative Complex - Auditorium

Attendance Taken at 6:06 PM.

Mrs. Jennifer Aprea:	Present
Mr. Joshua Brown:	Present
Mr. Dan Cash:	Present
Ms. Sheila Cleveland:	Absent
Mrs. Angela Durham:	Absent
Mrs. Candace Emerson:	Present
Mr. Jay Galbreath:	Present
Mrs. Nancy Garrett:	Present
Mr. KC Haugh:	Absent
Mr. Eliot Mitchell:	Present
Mr. Eric Welch:	Present
Mr. Rick Wimberly:	Present

Present: 9, Absent: 3.

1. Call To Order

a. Pledge of Allegiance and a Moment of Silence

Madam Chair Garrett called on Sheriff's Deputy Ron Hooper to lead the Pledge of Allegiance, followed by a moment of silence.

b. Record Attendance

2. Items of Particular Public Interest (Public Comment)

Per School Board Policy 1.403 - Public Comment is limited to the business related to the call of the meeting and the details related to the agenda item(s) discussed or transacted by the Board at a special meeting.

The following spoke during public comment.

Gary Chapman spoke about charter school.

Michael Miller spoke about charter school.

Mitch Emoff spoke about charter school.

Jessica Bell spoke about charter school.

Amanda Miller spoke about charter school.

Laura Brugnioni spoke about charter school.

Scott Cutcher spoke about charter school.

Dylem Vaughn spoke about charter school.

3. Superintendent's Report

Superintendent Golden presented the work of the Charter School Review Committee and called upon Dr. Leigh Webb to review the timeline of the WCS Charter School Review Committee. The Charter School Review Committee recommended the amended application of Founders Classical Academy be denied.

a. Charter School Review Committee Report

4. New Business

a. Appeal of Charter School Application

Madam Chair Garrett called upon Superintendent Golden who recommended approval of the recommendation of the review committee.

Motion Passed: Motion by Mr. Rick Wimberly to approve the recommendation of the Review Committee to deny the amended application of Founders Classical Academy. A second was made by Mrs. Jennifer Aprea.

Ms. Sheila Cleveland:	Absent
Mrs. Angela Durham:	Absent
Mr. KC Haugh:	Absent
Mrs. Nancy Garrett:	Yes
Mr. Dan Cash:	Yes
Mr. Eliot Mitchell:	Yes
Mr. Joshua Brown:	Yes
Mrs. Jennifer Aprea:	Yes
Mr. Jay Galbreath:	Yes
Mrs. Candace Emerson:	Yes
Mr. Rick Wimberly:	Yes
Mr. Eric Welch:	Yes

Yes: 9, Nay: 0, Absent: 3

5. Adjournment

There being no further business, Madam Chair Garrett adjourned the meeting at 7:06 p.m.

Chairperson

Superintendent

2022-2023 School Board Meeting Calendar

DRAFT

Policy Committee	Work Session	Board Meeting
August 1, 2022	August 11, 2022	August 15, 2022
September 6, 2022 (Tuesday)*	September 15, 2022	September 19, 2022
October 3, 2022	October 20, 2022*	October 24, 2022*
November 7, 2022	November 10, 2022 November 17, 2022	November 14, 2022 November 28, 2022
January 9, 2023*	January 12, 2023	January 17, 2023 (Tuesday)*
February 6, 2023	February 16, 2023	February 20, 2023
March 6, 2023	March 23, 2023*	March 27, 2023*
April 3, 2023	April 13, 2023	April 17, 2023
May 1, 2023	May 11, 2023	May 15, 2023
June 5, 2023	June 15, 2023	June 19, 2023
August 7, 2023	August 17, 2023	August 21, 2023

Unless otherwise noted

Policy Committee Meetings are on first Monday of the month at 6:00 p.m.

Work Sessions are on second Thursday of the month at 6:00 p.m.

Board Meetings are on third Monday of the month at 6:30 p.m.

*Change due to system closed Holiday.

Board Approval Date: June 20, 2022

MEMORANDUM

Date: August 15, 2022

To: Williamson County Board of Education Members

From: Cindy Todd
Bookkeeping Specialist
Budget and Finance Department

Re: Approval of Outstanding Purchase Orders for School Activity Funds

The Tennessee Internal School Uniform Accounting Policy Manual, Section 5, Title 3 (page 5-16) notes *“the local board must approve accounts payable that will not be liquidated during the current fiscal year.”* Attached you will find a list of all purchase orders issued by schools to be paid by school funds which were not liquidated as of June 30, 2022.

The reason that a particular item has not been liquidated varies by order, however, the most common reason is that the order and/or invoice was not received as of the cutoff date required for reporting the information. There are also occasions when an order must be placed during June, but the goods will not be shipped until school resumes. Although the Manual calls for reporting *accounts payable*, we are disclosing all open purchase orders in the event that goods are shipped or invoices received prior to June 30, 2022 without sufficient time to liquidate or in the bookkeeper’s absence, thus generating accounts payable.

The attached list includes the purchase order number, vendor, purchase order amount, and the reason the order has not been liquidated. Also included is the account information to include name, number and type of account that the purchase order is charged against. When “G” is noted, the account listed is a general fund expenditure account; “R” indicates a restricted account.

As noted in the Manual, please review and approve the attached list of outstanding purchase orders issued during the 2021-2022 school year that will be paid, upon delivery of goods, confirmation of delivery and presentation of an invoice, during the 2022-2023 school year. If you have any questions related to the attached list or the requirements of the Tennessee Internal School Uniform Accounting Policy Manual, please feel free to contact me by email at cindy1@wcs.edu or by telephone at 472-4197.

Thank you for your assistance in this matter.

2021-2022 OPEN PO LISTING FROM SCHOOL ACTIVITY FUNDS

School	Vendor	PO Number	Account (Number & Description)	Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
HIGH SCHOOLS						
BHS	CHILI BURRITO	11748	601.000 ATHLETICS	R	\$ 491	INVOICE NOT RECEIVED
BHS	VARIOUS VENDORS	12223	601.000 ATHLETICS	R	\$ 1,010	INVOICE NOT RECEIVED
BHS	FORK'S DRUM CLOSET	12313	908.901 CITY OF BRENTWOOD-BAND	R	\$ 1,761	ITEMS NOT RECEIVED
BHS	MATHEWS TEAM SPORTS	12594	611.000 SOFTBALL FUND	R	\$ 86	ITEMS NOT RECEIVED
BHS	HERFF JONES	12833	932.000 YEARBOOK	R	\$ 3,000	ITEMS NOT RECEIVED
BHS	SOUTHERN SPRAY LAWN CARE	12855	609.000 BOYS SOCCER FUND	R	\$ 750	ITEMS NOT RECEIVED
BHS	SOUTHERN SPRAY LAWN CARE	12855	610.000 GIRLS SOCCER FUND	R	\$ 750	ITEMS NOT RECEIVED
BHS	VARSITY SPIRIT FASHIONS	12931	630.000 CHEER FUND	R	\$ 782	ITEMS NOT RECEIVED
BHS	HYATT PLACE BRENTWOOD	12933	614.000 VOLLEYBALL FUND	R	\$ 219	ITEMS NOT RECEIVED
BHS	HILTON GARDEN INN BIRMINGHAM	12934	614.000 VOLLEYBALL FUND	R	\$ 643	ITEMS NOT RECEIVED
BHS	HERFF JONES	12968	601.000 ATHLETICS	R	\$ 1,500	ITEMS NOT RECEIVED
BHS	SAM'S CLUB	12974	830.000 STUDENT SENATE	R	\$ 1,000	ITEMS NOT RECEIVED
BHS	PRESTIGE TROPHIES	12975	830.000 STUDENT SENATE	R	\$ 150	ITEMS NOT RECEIVED
BHS	JARVIS INDUSTRIES	12984	901.000 BAND	R	\$ 2,865	ITEMS NOT RECEIVED
BHS	MATHEWS TEAM SPORTS	13014	614.000 VOLLEYBALL FUND	R	\$ 1,844	ITEMS NOT RECEIVED
BHS	REIMBURSEMENTS	13027	606.000 CROSS COUNTRY FUND	R	\$ 250	INVOICE NOT RECEIVED
BHS	MATHEWS TEAM SPORTS	13034	606.000 CROSS COUNTRY FUND	R	\$ 840	ITEMS NOT RECEIVED
BHS	THE SIGN CENTER	13035	609.000 BOYS SOCCER FUND	R	\$ 60	ITEMS NOT RECEIVED
BHS	MATHEWS TEAM SPORTS	13039	602.000 BOYS BASKETBALL FUND	R	\$ 726	ITEMS NOT RECEIVED
BHS	STS DISTRIBUTION	13041	609.000 BOYS SOCCER FUND	R	\$ 2,000	ITEMS NOT RECEIVED
BHS	STS DISTRIBUTION	13041	908.620 CITY OF BRENTWOOD-ABC	R	\$ 3,450	ITEMS NOT RECEIVED
BHS	STS DISTRIBUTION	13041	620.000 ATHLETIC BRUIN CLUB FUND	R	\$ 6,000	ITEMS NOT RECEIVED
BHS	MATHEWS TEAM SPORTS	13047	610.000 GIRLS SOCCER FUND	R	\$ 2,371	ITEMS NOT RECEIVED
BHS	AMAZON.COM	13051	614.000 VOLLEYBALL FUND	R	\$ 141	ITEMS NOT RECEIVED
BHS	HOME DEPOT CREDIT SVCS	13052	901.000 BAND	R	\$ 1,000	ITEMS NOT RECEIVED
BHS	VEX ROBOTICS	13054	838.000 ROBOTICS CLUB	R	\$ 1,103	ITEMS NOT RECEIVED
BHS	VEX ROBOTICS	13055	838.000 ROBOTICS CLUB	R	\$ 315	ITEMS NOT RECEIVED
BHS	NANCY EVANS FLOORING	13056	601.000 ATHLETICS	R	\$ 828	ITEMS NOT RECEIVED
BHS	VARSITY SPIRIT FASHIONS	13057	632.000 DANCE TEAM	R	\$ 2,541	ITEMS NOT RECEIVED
BHS	VARSITY SPIRIT FASHIONS	13060	632.000 DANCE TEAM	R	\$ 3,008	ITEMS NOT RECEIVED
BHS	SPORTS IMPORTS	13061	614.000 VOLLEYBALL FUND	R	\$ 1,396	ITEMS NOT RECEIVED
BHS	VARIOUS VENDORS	13062	601.000 ATHLETICS	R	\$ 2,500	ITEMS NOT RECEIVED
BHS Total					\$ 45,377	
CHS	VARSITY SPIRIT FASHIONS, LLC	8543	656.000 - CHEER VASITY FOOTBALL FUNDRAISER	R	\$ 898	ITEMS NOT RECEIVED

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CHS	DOLLAMUR	8557	601.301 - EQUIPMENT - GA	R	\$	11,100	ITEMS NOT RECEIVED
CHS	VARSITY SPIRIT FASHIONS, LLC	8559	601.660 - DANCE TEAM - GA	R	\$	2,850	INVOICE NOT RECEIVED
CHS	VARSITY SPIRIT FASHIONS, LLC	8560	660.000 - DANCE TEAM FUNDRAISING	R	\$	2,593	INVOICE NOT RECEIVED
CHS	MATHEWS TEAM SPORTS	8565	601.000 - GENERAL ATHLETICS	R	\$	120	INVOICE NOT RECEIVED
CHS	WES SIGNS AND MONUMENTS	8569	601.000 - GENERAL ATHLETICS	R	\$	2,500	INVOICE NOT RECEIVED
CHS	MATHEWS TEAM SPORTS	8570	601.662 - FOOTBALL - GA	R	\$	12,415	ITEMS NOT RECEIVED
CHS	CONFERENCE DIRECT	8573	905.000 - BOOKSTORE	R	\$	7,409	ITEMS NOT RECEIVED
CHS	ONE SOURCE INC	8574	656.000 - CHEER-VAR FOOTBALL FUNDRAISING	R	\$	1,256	INVOICE NOT RECEIVED
CHS	Jones and Lang Sporting Goods	8576	601.662 - FOOTBALL - GA	R	\$	375	ITEMS NOT RECEIVED
CHS	MATHEWS TEAM SPORTS	8577	660.000 - DANCE TEAM FUNDRAISING	R	\$	62	ITEMS NOT RECEIVED
CHS Total						\$	41,578
IHS	MATHEWS	8443	601.000 GENERAL ATHLETICS	R	\$	309	ITEMS NOT RECEIVED
IHS	MATHEWS	9148	601.000 GENERAL ATHLETICS	R	\$	41,948	ITEMS NOT RECEIVED
IHS	RIDDELL SPORTS	9210	601.000 GENERAL ATHLETICS	R	\$	7,800	ITEMS NOT RECEIVED
IHS	H&E EQUIPMENT SALES	9232	601.000 GENERAL ATHLETICS	R	\$	490	INVOICE NOT RECEIVED
IHS	CHRIST PRESB ACADEMY	9317	804.000 DRAMA	R	\$	300	INVOICE NOT RECEIVED
IHS	VARSITY SPIRIT	9382	632.000 JV CHEER	R	\$	5,631	ITEMS NOT RECEIVED
IHS	MEDCO	9389	601.000 GENERAL ATHLETICS	R	\$	112	ITEMS NOT RECEIVED
IHS	MATHEWS	9399	608.000 GIRLS TRACK	R	\$	1,322	ITEMS NOT RECEIVED
IHS	HERFF JONES	9403	601.000 GENERAL ATHLETICS	R	\$	351	ITEMS NOT RECEIVED
IHS	HERFF JONES	9404	601.000 GENERAL ATHLETICS	R	\$	351	ITEMS NOT RECEIVED
IHS	EDUCATIONAL PRODUCT	9419	842.000 FRESHMAN ACADEMY	R	\$	5,808	ITEMS NOT RECEIVED
IHS	MATHEWS	9469	601.000 GENERAL ATHLETICS	R	\$	1,080	ITEMS NOT RECEIVED
IHS	G S IRRIGATION	9471	601.000 GENERAL ATHLETICS	R	\$	500	ITEMS NOT RECEIVED
IHS	MATHEWS	9485	601.000 GENERAL ATHLETICS	R	\$	2,500	ITEMS NOT RECEIVED
IHS	CBI	9500	423.000 SCHOOLWIDE EXPENDITURE	R	\$	13,782	ITEMS NOT RECEIVED
IHS	VARSITY SPIRIT	9516	615.000 V FB CHEER	R	\$	10,000	ITEMS NOT RECEIVED
IHS	VARSITY SPIRIT	9518	615.000 DANCE	R	\$	4,461	ITEMS NOT RECEIVED
IHS	ON PROMOS	9520	842.000 FRESHMAN ACADEMY	R	\$	1,370	ITEMS NOT RECEIVED
IHS Total						\$	98,114
PHS	CBI	31012	901.000 BEP POOLED	0	\$	975	ITEMS NOT RECEIVED
PHS	JARVIS SIGN CO	31584	608.000 BASEBALL FUNDRAISER	0	\$	2,000	ITEMS NOT RECEIVED
PHS	MATHEWS TEAM SPORTS	31649	601.000 ATHLETICS	0	\$	2,496	ITEMS NOT RECEIVED
PHS	BETTER BASEBALL	31699	611.000 SOFTBALL FUNDRAISER	0	\$	2,860	ITEMS NOT RECEIVED
PHS	AMAZON	31710	803.000 DRAMA	0	\$	6	INVOICE NOT RECEIVED
PHS	AMAZON	31710	910.000 PTO DONATION	0	\$	581	INVOICE NOT RECEIVED
PHS	BETTER BASEBALL	31717	611.000 SOFTBALL FUNDRAISER	0	\$	670	ITEMS NOT RECEIVED
PHS	RYDIN DECALS	31730	409.000 PARKING FEE EXPENSE	0	\$	1,024	ITEMS NOT RECEIVED

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PHS	NATIONAL PEN CO	31731	826.000 INTERACT	0	\$	382	ITEMS NOT RECEIVED
PHS	ASSIGNER	31732	601.000 ATHLETICS	0	\$	1,040	INVOICES NOT RECEIVED
PHS	FLINN SCIENTIFIC, INC	31736	402.000 INSTRUCTIONAL EXPENSE	0	\$	327	ITEMS NOT RECEIVED
PHS Total						\$	12,361
RHS	WENGER CORPORATION	25923	901.000 CITY OF BRENTWOOD	R	\$	176	ITEMS NOT RECEIVED
RHS	ARTOME	26330	801.000 ART CLUB	R	\$	47	ITEMS NOT RECEIVED
RHS	DEERE AND COMPANY	26353	901.000 CITY OF BRENTWOOD	R	\$	6,764	ITEMS NOT RECEIVED
RHS	WISE COACHES, INC	26578	627.000 SIDELINE CHEER	R	\$	822	ITEMS NOT RECEIVED
RHS	MATHEWS TEAM SPORTS	26707	623.000 BOYS BASKETBALL	R	\$	630	ITEMS NOT RECEIVED
RHS	EVENTLINK SERVICES, LLC	26711	601.000 ATHLETICS	R	\$	300	ITEMS NOT RECEIVED
RHS	MU ALPHA THETA	26718	825.000 MU ALPHA THETA	R	\$	1,070	ITEMS NOT RECEIVED
RHS	VARSITY SPIRIT FASHIONS, LLC	26729	627.000 SIDELINE CHEER	R	\$	300	ITEMS NOT RECEIVED
RHS Total						\$	10,109
MIDDLE SCHOOLS							
BMS	MATHEWS TEAM SPORTS	654	601.000 ATHLETIC SUPPLIES	R	\$	7,120	ITEMS NOT RECEIVED
BMS	SCHOOL DATEBOOKS	702	402.029 AGENDAS	N	\$	5,249	ITEMS NOT RECEIVED
BMS Total						\$	12,369
FMS	MATHEWS TEAM SPORTS	33-4281	602.002 BASKETBALL - BOYS	R	\$	5,658	ITEMS NOT RECEIVED
FMS	MATHEWS TEAM SPORTS	33-4298	602.001 BASKETBALL - GIRLS	R	\$	2,960	ITEMS NOT RECEIVED
FMS	ELITE SPORTSWEAR	33-4338	830.000 CHEERLEADING	R	\$	4,432	ITEMS NOT RECEIVED
FMS Total						\$	13,050
GMS	GIA PUBLICATIONS	89497	700.00 BAND	R	\$	1,000	ITEMS NOT RECEIVED
GMS	VARSITY SPIRIT FASHIONS	89499	621.000 VARSITY CHEER	R	\$	433	ITEMS NOT RECEIVED
GMS	MATHEWS TEAM SPORTS	89505	601.000 ATHLETICS	R	\$	2,900	ITEMS NOT RECEIVED
GMS	MATHEWS TEAM SPORTS	89507	601.000 ATHLETICS	R	\$	350	ITEMS NOT RECEIVED
GMS	AMAZON CREDIT PLAN	89511	601.000 ATHLETICS	R	\$	250	INVOICE NOT RECEIVED
GMS	AMAZON CREDIT PLAN	89512	905.000 LMC	R	\$	175	INVOICE NOT RECEIVED
GMS	BANDWAGON MUSIC AND REPAIR	89514	700.000 BAND	R	\$	1,200	ITEMS NOT RECEIVED
GMS	MATHEWS TEAM SPORTS	89515	601.000 ATHLETICS	R	\$	800	ITEMS NOT RECEIVED
GMS	FOLLETT SCHOOL SOLUTIONS	89517	905.000 LMC	R	\$	740	ITEMS NOT RECEIVED
GMS Total						\$	7,847
HEMS	TJ'S LAWN CARE	3687	601.000 ATHLETICS	R	\$	1,725	INVOICE NOT RECEIVED
HEMS	MATHEW'S TEAM SPORTS	3699	604.000 FOOTBALLS (FEES)	R	\$	365	ITEMS NOT RECEIVED
HEMS	TJ'S LAWN CARE	3767	601.000 ATHLETICS	R	\$	5,600	INVOICE NOT RECEIVED
HEMS	CLAY-KING	3784	407.000 UNRESTRICTED GIFTS/D	G	\$	729	ITEM NOT RECEIVED
HEMS	CLAY-KING	3784	401.000 ADMINISTRATIVE EXPENSE	G	\$	769	ITEM NOT RECEIVED
HEMS	CLAY-KING	3784	903.000 BEP - POOLED	R	\$	3,131	ITEM NOT RECEIVED

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HEMS	VARSITY SPIRIT	3807	612.000 CHEER PARTICIPATION	R	\$	1,843	ITEM NOT RECEIVED
HEMS	CDW GOVERNMENT	3817	401.000 ADMINISTRATIVE EXPENSE	G	\$	351	ITEM NOT RECEIVED
HEMS Total						\$	14,512
LMS	MATHEWS TEAM SPORTS	515	602.001 BOYS BBALL FNDRSR	R	\$	1,000	ITEMS NOT RECEIVED
LMS	VARSITY SPIRIT FASHIONS	597	612.200 CHEER 2022-23	R	\$	3,838	ITEMS NOT RECEIVED
LMS	VARSITY SPIRIT FASHIONS	597	601.000 GENERAL ATHLETICS	R	\$	115	ITEMS NOT RECEIVED
LMS	VARSITY SPIRIT FASHIONS	622	612.006 CHEER FNDRSR - LIONS ON THE LAWN	R	\$	2,160	ITEMS NOT RECEIVED
LMS	VARSITY SPIRIT FASHIONS	622	601.000 GENERAL ATHLETICS	R	\$	111	ITEMS NOT RECEIVED
LMS	VARSITY SPIRIT FASHIONS	622	612.500 CHEER FNDRSR - BUTTER BRAIDS	R	\$	393	ITEMS NOT RECEIVED
LMS	MATHEWS TEAM SPORTS	626	601.000 GENERAL ATHLETICS	R	\$	2,240	ITEMS NOT RECEIVED
LMS	KORNEY BOARD AIDS	627	905.107 PTO DONATION	R	\$	5,624	ITEMS NOT RECEIVED
LMS	TEAM FITZ GRAPHICS	628	601.000 GENERAL ATHLETICS	R	\$	975	ITEMS NOT RECEIVED
LMS	P5 GRAFFIX, LLC	631	602.101 GIRLS BBALL FNDRSR	R	\$	650	INVOICE NOT RECEIVED
LMS Total						\$	17,107
MCMS	GUITAR CENTER	2630	704.100 THEATRE FUNDRAISERS	R	\$	467	ITEMS NOT RECEIVED
MCMS	SYNC/AMAZON	2741	704.100 THEATRE FUNDRAISERS	R	\$	685	ITEMS NOT RECEIVED
MCMS	MATHEWS TEAM SPORTS	2748	601.000 GENERAL ATHLETICS	R	\$	5,600	ITEMS NOT RECEIVED
MCMS	VARSITY SPIRIT FASHIONS	2789	612.010 CHEER FUNDRAISING	R	\$	1,987	ITEMS NOT RECEIVED
MCMS	SYNC/AMAZON	2791	910.000 TEACHER STAFF MORALE	R	\$	85	ITEMS NOT RECEIVED
MCMS	VEX ROBOTICS	2696	420.509 ROBOTICS	G	\$	255	ITEMS NOT RECEIVED
MCMS	SYNC/AMAZON	2773	607.000 TRACK	R	\$	253	ITEMS NOT RECEIVED
MCMS	VARSITY SPIRIT FASHIONS	2790	613.00/613.010 DANCE FUND/DANCE	R	\$	2,410	ITEMS NOT RECEIVED
MCMS Total						\$	11,742
PMS	Mathews Team Sports	41-5790	615.000 - ATHLETIC FUNDRAISERS	R	\$	2,377	ITEMS NOT RECEIVED
PMS	Mathews Team Sports	41-5790	605.500 - FOOTBALL CAMP	R	\$	4,373	ITEMS NOT RECEIVED
PMS	Mathews Team Sports	41-5837	601.000 - ATHLETICS	R	\$	2,641	ITEMS NOT RECEIVED
PMS	Mathews Team Sports	41-5837	601.005 - FOOTBALL	R	\$	1,097	ITEMS NOT RECEIVED
PMS	BSN SPORTS	41-5869	601.000 - ATHLETICS	R	\$	4,044	ITEMS NOT RECEIVED
PMS	BSN SPORTS	41-5869	922.000-PTO/PAC GRANT - ATHLETIC	R	\$	9,156	ITEMS NOT RECEIVED
PMS	PINNACLE FINANCIAL	41-5952	601.000 - GENERAL ATHLETICS	R	\$	200	INVOICE NOT RECEIVED
PMS	KRISPY KREME DOUGHNUTS	41-5955	801.001 - CI3T FUNDRAISING	R	\$	120	INVOICE NOT RECEIVED
PMS	TWINE GRAPHIC DESIGN	41-5963	601.000 - GENERAL ATHLETICS	R	\$	65	ITEMS NOT RECEIVED
PMS Total						\$	24,073
SSMS	MATHEWS	5335	604.000 FOOTBALL	R	\$	3,100	ITEMS NOT RECEIVED
SSMS	MATHEWS	5475	601.000 ATHLETICS	R	\$	250	ITEMS NOT RECEIVED
SSMS	MATHEWS	5498	601.000 ATHLETICS	R	\$	2,110	ITEMS NOT RECEIVED
SSMS	MATHEWS	5505	610.001 VOLLEYBALL FUNDRAISERS	R	\$	3,449	ITEMS NOT RECEIVED
SSMS	MATHEWS	5568	601.000 ATHLETICS	R	\$	862	ITEMS NOT RECEIVED

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SSMS	MATHEWS	5595	601.00 ATHLETICS/604.000 FOOTBALL	R	\$	4,000	ITEMS NOT RECEIVED
SSMS	MATHEWS	5625	611.022 SOCCER FUNDRAISERS	R	\$	1,961	ITEMS NOT RECEIVED
SSMS	VARSITY	5628	612 CHEERLEADING	R	\$	2,164	ITEMS NOT RECEIVED
SSMS	MATHEWS	5674	610.001 VOLLEYBALL FUNDRAISERS	R	\$	1,440	ITEMS NOT RECEIVED
SSMS	MATHEWS	5690	616.001 BOWLING FUNDRAISERS	R	\$	914	ITEMS NOT RECEIVED
SSMS	VARSITY	5700	612.001 CHEERLEADING FUNDRAISERS	R	\$	1,891	ITEMS NOT RECEIVED
SSMS	MATHEWS	5707	601.000 ATHLETICS	R	\$	935	ITEMS NOT RECEIVED
SSMS	MATHEWS	5711	601.000 ATHLETICS	R	\$	1,485	ITEMS NOT RECEIVED
SSMS	GREG SPENCER IRRIGATION	5676	601.000 ATHLETICS	R	\$	4,000	INVOICE NOT RECEIVED
SSMS	TN TROPHY AND AWARDS	5706	603.001 BASEBALL FUNDRAISER	R	\$	175	INVOICE NOT RECEIVED
SSMS	TN TROPHY AND AWARDS	5675	708.000 8TH GRADE	R	\$	171	INVOICE NOT RECEIVED
SSMS	TN TROPHY AND AWARDS	5663	601.000 ATHLETICS	R	\$	158	INVOICE NOT RECEIVED
SSMS Total						\$	29,064
WMS	SCHOOL DATEBOOKS	4194	402.000, INSTRUCTIONAL EXPENSES	G	\$	4,678	ITEMS NOT RECEIVED
WMS	SCHOLASTIC INC. MAGAZINES	4238	402.000, INSTRUCTIONAL EXPENSES	G	\$	318	ITEMS NOT RECEIVED
WMS	MATHEWS TEAM SPORTS	4293	601.000, ATHLETICS	R	\$	600	ITEMS NOT RECEIVED
WMS	COMMTECH	4312	910.000, PTO DONATIONS	R	\$	1,423	ITEMS NOT RECEIVED
WMS	MATHEWS TEAM SPORTS	4362	601.000, ATHLETICS	R	\$	2,050	ITEMS NOT RECEIVED
WMS	VARSITY SPIRIT FASHIONS LLC	4383	612.010, CHEERLEADING - FEES	R	\$	451	ITEMS NOT RECEIVED
WMS	PURCHASE POWER	4389	401.000, ADMINISTRATIVE EXPENSE	G	\$	350	INVOICE NOT RECEIVED
WMS	CENTRAL TECHNOLOGIES, INC.	4391	910.000, PTO DONATIONS	R	\$	34,965	ITEMS NOT RECEIVED
WMS Total						\$	44,834
ELEMENTARY SCHOOLS							
BES	FOLLETT SCHOOL SOLUTIONS, INC.	11034	935.009 VOLUNTEER STATE BOOK DONATION	R	\$	622	ITEMS NOT RECEIVED
BES Total						\$	622
CCES	WEST MUSIC	22-3816	904.000 MUSIC	R	\$	65	ITEMS NOT RECEIVED
CCES	SCHOOLMATE	22-3866	402.200 2nd GRADE CLASS FEES	G	\$	520	ITEMS NOT RECEIVED
CCES	SCHOOLMATE	22-3866	402.300 3rd GRADE CLASS FEES	G	\$	500	ITEMS NOT RECEIVED
CCES	SCHOOLMATE	22-3866	402.400 4th GRADE CLASS FEES	G	\$	500	ITEMS NOT RECEIVED
CCES	SCHOOLMATE	22-3866	402.500 5th GRADE CLASS FEES	G	\$	500	ITEMS NOT RECEIVED
CCES	SAM'S CLUB	22-3901	930.000 - ENCORE	R	\$	2,000	INVOICE NOT RECEIVED
CCES Total						\$	4,085
CES	FOLLETT	3149	917.700 LIBRARY -BOOK FAIR	R	\$	4,347	ITEMS NOT RECEIVED
CES	BIG FROG	3201	907.804 EDUCATIONAL PTO ADM	R	\$	1,255	ITEMS NOT RECEIVED
CES	SOLUTION TREE	3203	907.804 EDUCATIONAL PTO ADM	R	\$	6,381	INVOICE NOT RECEIVED
CES Total						\$	11,982
CGES	FOLLETT SCHOOL SOLUTIONS	10423	415.000 LIBRARY REVENUE	R	\$	301	ITEMS NOT RECEIVED

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CGES	FOLLETT SCHOOL SOLUTIONS	10423	912.000 LIBRARY DONATIONS	R	\$	333	ITEMS NOT RECEIVED
CGES	1ST DAY SCHOOL SUPPLIES	10422	404.002 PICTURE EXPENSE	R	\$	146	ITEMS NOT RECEIVED
CGES	SCHOOL OUTFITTERS	10419	906.000 PTO	R	\$	2,445	ITEMS NOT RECEIVED
CGES	SCHOOL DATEBOOKS	10384	906.000 PTO	R	\$	793	ITEMS NOT RECEIVED
CGES Total						\$	4,018
CSES	CBI	684	901.000 RESTRICTED DONATIONS	R	\$	8,418	ITEMS NOT RECEIVED
CSES	CBI	682	901.000 RESTRICTED DONATIONS	R	\$	239	ITEMS NOT RECEIVED
CSES	Mid South Recreation, INC	415	901.000 RESTRICTED DONATIONS	R	\$	5,545	ITEMS NOT RECEIVED
CSES Total						\$	14,202
HBES	ODP BUS SOLUTIONS	2427	905.000 ENCORE CAMP	R	\$	1,000	ITEMS NOT RECEIVED
HBES	ORIENTAL TRADING	2428	905.000 ENCORE CAMP	R	\$	600	ITEMS NOT RECEIVED
HBES	KROGER	2429	905.000 ENCORE CAMP	R	\$	440	ITEMS NOT RECEIVED
HBES	WALMART	2430	905.000 ENCORE CAMP	R	\$	315	ITEMS NOT RECEIVED
HBES Total						\$	2,355
HES	SPORTS ONE	783	933.000 ENCORE	R	\$	2,000	ITEMS NOT RECEIVED
HES	AMAZON	784	933.000 ENCORE	R	\$	112	ITEMS NOT RECEIVED
HES	AMAZON	785	933.000 ENCORE	R	\$	600	ITEMS NOT RECEIVED
HES	KROGER	786	933.000 ENCORE	R	\$	1,000	ITEMS NOT RECEIVED
HES	WALMART	787	933.000 ENCORE	R	\$	1,000	ITEMS NOT RECEIVED
HES	AMAZON	788	933.000 ENCORE	R	\$	100	ITEMS NOT RECEIVED
HES	AMAZON	789	933.000 ENCORE	R	\$	500	ITEMS NOT RECEIVED
HES Total						\$	5,312
KES	ONECBI LLC	15295	910.001 ADMIN-DONATION FROM PTO	R	\$	562	ITEMS NOT RECEIVED
KES	AMAZON	15314	932.000 ENCORE	R	\$	178	INVOICE NOT RECEIVED
KES	AMAZON	15315	932.000 ENCORE	R	\$	164	INVOICE NOT RECEIVED
KES Total						\$	904
LES	CORLEW AND PERRY	21063	401.000 GYM FLOOR REFURB	G	\$	1,800	SERVICE NOT FINISHED
LES	PERMA BOUND	21106	945.00 BOOK FAIR	R	\$	1,384	ITEMS NOT RECEIVED
LES	PERMA-BOUND	21107	945.00BOOK FAIR	R	\$	633	ITEMS NOT RECEIVED
LES	SYSTEMS INTEGRATIONS	21108	919.00 PTO	R	\$	19,825	ITEMS NOT RECEIVED
LES	JARVIS SIGN COMPANY	21113	401.000 PAW PRINT DECALS FOR FLOOR	G	\$	1,342	ITEMS NOT RECEIVED
LES Total						\$	24,984
LVES	CBI	61-2354	905.009 FUN RUN	R	\$	5,800	ITEMS NOT RECEIVED
LVES	JOSTENS	61-2241	305.003 YEAR BOOK	G	\$	872	INVOICE NOT RECEIVED
LVES Total						\$	6,672
NES	FOLLETT	1290	908.000 BOOK FAIR	R	\$	869	ITEMS NOT RECEIVED
NES Total						\$	869

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OVES	ORIGO EDUCATION	68-1884	402.705 MATH INSTR	G	\$	660	ITEMS NOT RECEIVED
OVES	WALMART	68-1905	918.000 RECYCLING/BEAUTIFICATION	R	\$	64	INVOICE NOT RECEIVED
OVES	PROFIT THROUGH PRINT	68-1916	985.001 ENCORE SUPPLIES	R	\$	426	ITEMS NOT RECEIVED
OVES	WALMART	68-1917	985.001 ENCORE SUPPLIES	R	\$	229	INVOICE NOT RECEIVED
OVES	AMAZON	68-1918	985.001 ENCORE SUPPLIES	R	\$	168	ITEMS NOT RECEIVED
OVES Total						\$	1,547
SES	CBI	2306	932.011 PTO DONATION - LIBRARY	R	\$	7,322	ITEMS NOT RECEIVED
SES	Follett School Solutions	2371	904.000 - LIBRARY - LOST/DAMAGED	R	\$	1,928	ITEMS NOT RECEIVED
SES	Amazon	2454	934.000 - ENCORE - SUMMER PROGRAM	R	\$	113	ITEMS NOT RECEIVED
SES	ODP Business Sol, LLC	2455	934.000 - ENCORE - SUMMER PROGRAM	R	\$	65	ITEMS NOT RECEIVED
SES	Amazon	2456	934.000 - ENCORE - SUMMER PROGRAM	R	\$	106	INVOICE NOT RECEIVED
SES	Amazon	2457	934.000 - ENCORE - SUMMER PROGRAM	R	\$	198	ITEMS NOT RECEIVED
SES	Walmart	2458	934.000 - ENCORE - SUMMER PROGRAM	R	\$	14	INVOICE NOT RECEIVED
SES	Walmart	2459	934.000 - ENCORE - SUMMER PROGRAM	R	\$	100	INVOICE NOT RECEIVED
SES	Amazon	2460	934.000 - ENCORE - SUMMER PROGRAM	R	\$	132	ITEMS NOT RECEIVED
SES	Amazon	2461	934.000 - ENCORE - SUMMER PROGRAM	R	\$	46	ITEMS NOT RECEIVED
SES	Amazon	2462	934.000 - ENCORE - SUMMER PROGRAM	R	\$	117	ITEMS NOT RECEIVED
SES Total						\$	10,142
SSES	GREAT SOUTHERN RECREATION	8008	906.708 PTO DONATION	R	\$	15,323	ITEMS NOT RECEIVED
SSES Total						\$	15,323
TSES	REALLY GOOD STUFF	1055	905.000 PTO DONATION	R	\$	1,728	ITEMS NOT RECEIVED
TSES	GREAT MINDS	1056	905.999 PTO POOLED	R	\$	105	INVOICE NOT RECEIVED
TSES	SOLUTION TREE	1059	913.000 PTO DONATION/PLC	R	\$	333	ITEMS NOT RECEIVED
TSES Total						\$	2,166

Williamson County Board of Education

Annual Agenda 2022-2023

Approval based on Board Policy 1.4031

DRAFT

August

- Approval of Sick Leave Bank Trustees
- Approval of Outstanding Purchase Orders for School Activity Funds
- Approval of Annual Agenda
- Superintendent Goals and Objectives

September

- Elect School Board Chairman & Vice Chairman (Board Policy 1.400)
- Approval of Collaborative Conferencing Team
- Review of Organizational Chart (moved from August)
- Adoption and Approval of Board Goals / Affirm Strategic Plan
- Approval of Calendar Committee Membership for Board
- Approval of Board Parameters School Calendar (Board Policy 1.800)
- Superintendent and Chairman to Develop a Budget Preparation Calendar by **October 1** of Each School Year (Board Policy 2.200) (moved from October)

October

November

- Adopt a Code of Ethics (Board Policy 1.106)
- Review of Board Norms (Board Policy 1.107)
- Approval of Textbook Adoption Committee(s)
- Capital Improvement Plan Development
- LEA Compliance Report – Due November 30

December

January

- Approval of Proposed School Year Calendar (Board Policy 1.800)
- Policy Committee Report on Annual Review of Board Policies
- Approval of Open and/or Closed Zones

February

- Approval of Family Tuition Rate
- Approval of School Fees
- ENCORE Summer Enrichment Program Fees (moved from April)
- Approval of Acceptable Use Guidelines – (Board Policy 5.404p)

March

- Approval of Next Year's Operational Budgets and Capital Requests
- Approval for High School Courses and Special Course Applications
- Approval of Textbooks Adoption Committee Recommendation

April

- Approval of Facilities Use Fee Schedule (Board Policy 3.206)
- Tenure Recommendations of Superintendent to Board

May

- Board Evaluation of Superintendent
- Approval of ESEA Grants
- High Performing School District Flexibility Act (Every 3 years 2017, 2020, 2023, 2026...)

June

- Superintendent Contract Review and Extension
- Approval of PECCA Memorandum of Understanding
- Differentiated Pay Plan
- Evaluation of Board Goals/Affirm Strategic Plan
- Approval of School Board Meeting Dates

July

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



MEMORANDUM

TO: Williamson County School Board

FROM: Vickie Hall, Assistant Superintendent of Human Resources

DATE: August 15, 2022

RE: Sick Bank Trustee Recommendation for 2022-23

Pursuant to Williamson County Board of Education Sick Leave Policies 5.3021, Educator Sick Leave Bank shall be administered by a committee of sick leave trustees. WCEA appoints and approves educators for the Educator Sick Bank Committee. One of the educators will serve her first year as an appointee, the other has previously served a three year term and is currently on his third year of his reappointment term. The Board of Education is responsible for appointing two of its members to committee. Mr. Golden or his designee will chair the committee. Committee membership recommended for approval for the 2022-23 school year is as follows.

Certified Sick Bank

Eric Welch (1st year to serve)
Angela Durham (3rd year to serve)

2 WCEA Representatives

Brigid Day (1st year to serve)
Kerry Vaughn (3rd year to serve-reappointment)

Staff recommends approval.



MEMORANDUM

August 3, 2022

TO: Williamson County Board of Education

**CC: Jason Golden, Superintendent of School
Mark Samuels, P.E., Assistant Superintendent of Operations**

FROM: Eric J. Gardner, P.E., Director of Facilities & Construction

**RE: Vogue Tower Partners VII, LLC Fall Zone Easement Request at Bethesda
Elementary School**

Vogue Tower Partners VII, LLC has requested a Fall Zone easement at the property Williamson County Board of Education (WCBoE) owns at Bethesda Elementary School. A tower is to be placed on property owned by Williamson County Government, but the fall zone of the 165-foot tower includes a portion of WCBoE property that includes the ingress/egress road for the school. While the fall zone of the tower would cross over the ingress/egress road, the designed failure mode of the tower to be installed would cause it to collapse within half the distance of that fall zone. Thus, it would not reach the road nor any other structure, parking, or play area of the school.

A copy of the easement agreement and the proposed project plans are attached for your review.

This easement request is part of a larger county initiative to expand broadband capability within the county. Staff recommends approval of this request.

School Board Field Trip Approval Report

(Field Trips With Student Fees over \$100)

Trip ID	Trip Date	Return Date	Approved	Origin	Trip Name	Trip Type	Activity Type	#	Destination
34773	11/20/2022	11/25/2022	6/9/2022	Brentwood High	Band to HI	Fine Arts	Marching	60	Honolulu, Hawaii
<i>Notes/Fees over100 - \$3,000 per student. Trip is optional. No buses needed.</i>									
34786	6/28/2022	7/3/2022	6/28/2022	Centennial High	FBLA Nationals	CTE Trip	Career/Technical-Pro	5	Chicago, IL
<i>Notes/Fees over100. Cost to student \$250 No Bus needed - Group is flying</i>									
34861	7/23/2022	7/23/2022	7/5/2022	Centennial High	UDA Dance Camp	Athletic Trip	Dance Team	13	University of Kentucky
<i>Notes/Fees over100. \$415 per student. Fundraising will offset cost. No driver needed.</i>									
34604	7/24/2022	7/28/2022	6/9/2022	Centennial High	Cheer Camp	Athletic Trip		32	Panama City Beach Cheer Camp
<i>Notes/Fees over100. \$400 per student. Fundraising will offset cost. No bus needed</i>									
34862	7/24/2022	7/24/2022	7/11/2022	Centennial High	UDA Dance Camp	Athletic Trip	Dance Team	13	University of Kentucky
<i>Notes/Fees over100. \$415 per student. Fundraising will offset cost. No driver needed</i>									
34833	7/17/2022	7/21/2022	6/10/2022	Franklin High	Band Camp	Band Trip	Marching	140	Cumberland University
<i>Notes/Fees over100 - \$250/Student - to be offset by fundraising. Only need drivers to transport to Cumberland University on 7/17. Students will have parents drive them home on 7/21.</i>									
34839	2/9/2023	2/13/2023	6/10/2022	Independence High	BandCheer Nationals	Band Trip	Marching	70	Disney World
<i>Notes/Fees over100 - Hotel & Tickets \$800. Fundraising to offset cost for families</i>									
34865	4/12/2023	4/16/2023	7/21/2022	Nolensville High School	Nolensville Band - April 2023	Band Trip	Marching	140	Washington DC
<i>Notes/Fees over100. No WCS transportation required (coaches). \$1100/per student maximum cost, but the majority expected to be funded via substantial group fundraising initiative. Nolensville Band to DC: special patriotic performance at Lincoln Memorial, representing state of TN at WWII Memorial, museums/National Mall, etc. Students/parents in band program are not aware of the trip yet, so please keep details private when voting/approving if at all possible. Thank you!</i>									



To: Board of Education
From: Rachel Farmer, CFO *RF*
RE: Budget Amendments, Intracategory Transfers, Resolution, Fund Transfers, and Intent to Fund for 2022-23
Date: August 11, 2022

I. GRANTS:

The following budget amendments for the 2022-2023 fiscal year will require your approval only.

General Purpose School Fund Amendments:

08.22. Carryforward Reserves

This amendment reallocates funds donated or designated for specific purposes in the prior year, which are carried forward to the current budget for expenditure. **\$121,094.95**

08.22. Safe Schools Grant Carryover

We received funds last year from a State Safe Schools Grant which we are using to fund security measures at the schools. We receive the funds on a reimbursement basis and the amount we are appropriating is for the remaining encumbered funds from 2022. **\$202,450.02**

08.22 Middle School Stem Grant Carryover

Last year we received a grant for middle school STEM programming. We did not spend all the funds last year and need to reappropriate the remaining balance into the 22-23 budget. **\$10,018.20**

08.22. Governors Give Grant Carryover

In partnership with Columbia State, the CTE department was awarded the Governors Give Grant in 2019-2020 that will be used for a Mobile Cyber Security unit for the CTE Department. This amendment allows this grant to be carried forward to this year where the expenditures will be made. **\$717,420**

08.22. Transition Grant Carryover

We have received funds for a few years for a transition grant that pays a portion of a transition teacher's salary and for three mentors. It operates on an October – September year and this amount places the carryover funds in the accounts that need to reflect expenses not yet covered with the 2022-23 Budget. **\$34,632**

Central Cafeteria Fund Amendment:

08.22. NSLP-Supply Chain Assistance Grant

The USDA awarded a supply chain assistance grant to help offset some of the increased costs in food supplies. The adjustment will place the grant in the budget. **\$825,284.21**

II. OPERATIONS:

General Purpose School Fund Resolution:

The following resolution for the 2022-2023 fiscal year will require both board and commission approval.

09.22. Human Resources and Payroll Job Additions

Due to the current job market, the addition of two new schools, and need to segregate duties, there is a demand to add a recruiter and investigator in the human resources department and a payroll accountant. Undesignated fund balance can cover the funding. **\$264,562**

III. CAPITAL PROJECTS:

Education Capital Projects Fund Intracategory Transfers, Fund Transfers and Intent to Funds:

The following intracategory transfers for the 2022-2023 fiscal year will require your approval only.

08.22.Intracategory.Ravenwood High Addition

Ravenwood High is in the process of adding twenty-two classrooms and the costs to complete the project is higher than originally budgeted. There are funds within unencumbered general funds in contingency to pay for this project.

\$205,000

08.22.Intracategory.Elementary East Cox

There is a need to establish the funding for the IT component at the Cox Road elementary school. Total funding needed for this component is \$1,600,000 and a portion of this funding can come from unencumbered rural funds in contingency. **\$400,000**

The following fund transfers and intent to fund will require both board and commission approval.

09.22. GPS Transfer to Capital Projects for East Elementary Cox

Construction costs have increased over the last couple of years. To award the contract for the construction of an elementary school on Cox Road, almost all funding that had been approved by the Board and Commission went towards that contract. There is now a need to establish funding for the IT component and fully fund the furniture budget. There is also a need for additional off-site road work. There are funds within undesignated fund balance to pay for the remainder of this project. **\$4,000,000**

09.22.GPS Transfer to Capital Projects for Summit High Addition

Summit High is in the process of adding twenty-two classrooms and the costs to complete the project is higher than originally budgeted. Funds will be pulled from undesignated fund balance. **\$282,000**

09.22.Page High Phase 4

To begin the final phase of the replacement of Page High, an intent to fund is needed in the amount of **\$26,500,000** with **\$8,000,000** in funding needed in the current fiscal year.

Staff recommends approval of the above noted amendments, resolution, intracategory transfers, fund transfers and intent to fund.

Amendment:

AMENDING THE 2022-2023 GENERAL PURPOSE SCHOOL BUDGET FOR CARRYFORWARD RESERVES RESTRICTED FOR VARIOUS PURPOSES

WHEREAS, the Board partners with various entities who have contributed funds during the year and restricted funds for various purposes; and

WHEREAS, the following amounts remained unspent/unencumbered at the end of the prior year and need to be carried forward to the current year as follows: Principals Banquet fund **(\$1,000.64)**; MTSU tuition account **(\$59,709.35)** and Wilco Athletic Events **(\$60,384.96)**.

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of Education meeting in regular session on August 15, 2022, approve the following funds and amend the **2022-2023** General Purpose School Fund as follows:

Revenue

141.30000.347550	Assigned for Education	\$121,094.95
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Expenditures

141.72320.539920.320.P7501	OCS-Superintendent	\$ 1,000.64
141.72230.539900.385.P7010	Other Contracted Services	59,709.35
141.72210.549900.350.P3123	Other Materials and Supplies	60,384.96
		<hr/>
		\$121,094.95 \$121,094.95

ACTION TAKEN:

School Board Vote

Yes____ **No**____

Amendment:

AMENDING THE 2022-2023 GENERAL PURPOSE SCHOOL FUND BUDGET BY \$202,450.02 FOR STATE SAFE SCHOOLS GRANT

WHEREAS, during the budget prep for the 2021-22 budget, we applied and received a Safe Schools Grant which we are using for safety enhancements in our schools; and

WHEREAS, we did not use all funds awarded last year and we must budget the remaining grant for the current fiscal year;

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of Education meeting in regular session on August 15, 2022, approve and amend the **2022-2023** General Purpose School fund budget in the following manner:

Revenue

141.465900.G2280	Other State Funds	\$202,450.02
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Expenditure

141.72620.570100.457.00.00.G2280	Capital Outlay- Safety	\$202,450.02
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ACTION TAKEN:

School Board Vote

Yes _____

No _____

Amendment:

REAPPROPRIATING TO THE 2022-2023 GENERAL PURPOSE SCHOOL FUND BUDGET BY \$10,018.20 IN STATE GRANT FUNDS FOR MIDDLE SCHOOL STEM START-UP GRANT

WHEREAS, the Board of Education applied and received a Middle School STEM Start-up Grant in 2021-2022 which we are using for CTE career exploration at Brentwood Middle, Fairview Middle, Heritage Middle and Legacy Middle before entering high school; and

WHEREAS, all of the funds were not spent and a balance remained; and

WHEREAS, the State agreed to allow the funds to carryover for a period of 90 days into the current fiscal year; and

WHEREAS, no local funds will be necessary;

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of Education meeting in regular session on August 15, 2022, approve and amend the **2022-2023** General Purpose School fund budget in the following manner:

Revenue			
141.346550	Committed for Education	\$10,018.20	
Expenditures			
141.71300.542900.G5605	Instructional Supplies & Mat		\$1,606.20
141.71300.552400.G5605	In Service/Staff Development		\$6,997.00
141.71300.573000.G5605	Vocational Instruction Equip.		\$1,415.00
		<hr/>	
		\$10,018.20	\$10,018.20

ACTION TAKEN:

School Board Vote

Yes _____

No _____

Amendment:

**AMENDING THE 2022-2023 GENERAL PURPOSE SCHOOL FUND BUDGET BY \$717,420
FOR THE GOVERNORS GIVE GRANT**

WHEREAS, during the budget prep for the 2019-2020 budget, we applied and received a Governors Give Grant to be used to purchase equipment, materials, and supplies for a Mobile Cyber Security unit to be used in a CTE program; and

WHEREAS, due to significant supply chain issues, production on the unit has not been completed; and

WHEREAS, since no actual expenditures were made last year, we must budget the remaining grant for the current fiscal year; and

WHEREAS, ownership of the equipment will occur during the current year; and

WHEREAS, no local funds will be necessary;

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of Education meeting in regular session on August 15, 2022, approve and amend the **2022-2023** General Purpose School fund budget in the following manner:

Revenue

141.469800.385.G5604	Other Government Units- Columbia State Pass through	\$717,420
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Expenditure

141.71300.573000.385.G5604	Vocational (CTE) Inst equipment	\$717,420
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ACTION TAKEN:

School Board Vote

Yes _____

No _____

Amendment:

AMENDING THE 2022-2023 GENERAL PURPOSE SCHOOL FUND BUDGET BY \$34,632 FOR STATE TRANSITION GRANT CARRYOVER

WHEREAS, we applied and received a State Transition grant for the School Support Department which funds a portion of a transition teacher and 3 workplace readiness mentors; and

WHEREAS, these funds run on an October -September timeline like federal funds and we need to appropriate the carryover funds for the months of July through September;

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of Education meeting in regular session on August 15, 2022, approve and amend the **2022-2023** General Purpose School fund budget in the following manner:

Revenue

141.40000.471390.000.00.31.00.00.G7250 OTHER STATE FUNDS \$34,632

Expenditures

141.71200.520100.389.00.00.00.00.G7250	SOCIAL SECURITY	\$ 925
141.71200.520400.389.00.00.00.00.G7250	RETIREMENT	1,200
141.71200.521200.389.00.00.00.00.G7250	EMPLOYER MEDICARE	250
141.71200.521700.389.00.00.00.00.G7250	RET-HYB STABILIZATION	150
141.71200.520600.389.00.00.00.00.G7250	LIFE INSURANCE	25
141.71200.520700.389.00.00.00.00.G7250	MEDICAL INSURANCE	3,000
141.71200.520800.389.00.00.00.00.G7250	DENTAL INSURANCE	200
141.71300.518900.389.00.00.00.00.G7250	OS WAGES	16,409
141.71300.520100.389.00.00.00.00.G7250	SOCIAL SECURITY	1,017
141.71300.520400.389.00.00.00.00.G7250	RETIREMENT	2,314
141.71300.521200.389.00.00.00.00.G7250	EMPLOYER MEDICARE	147
141.71300.520600.389.00.00.00.00.G7250	LIFE INSURANCE	31
141.71300.520700.389.00.00.00.00.G7250	MEDICAL INSURANCE	8,588
141.71300.520800.389.00.00.00.00.G7250	DENTAL INSURANCE	376
		<hr/>
		\$34,632 \$34,632

ACTION TAKEN:

School Board Vote

Yes _____

No _____

Amendment

**AMENDING THE 2022-2023 CENTRAL CAFETERIA FUND BUDGET BY \$825,284.21 FOR
NSLP-SUPPLY CHAIN ASSISTANCE GRANT**

WHEREAS, the USDA awarded a supply chain assistance grant to provide targeted financial relief for those impacted by disruptions due to supply chain issues; and

WHEREAS, funds will be used to purchase only domestic unprocessed or minimally processed foods; and

WHEREAS, since this grant runs on a different fiscal year than the normal Central Cafeteria budget, remaining funds on June 30th will have to carry forward to the next fiscal year;

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of Education meeting in regular session on August 15, 2022, approve and amend the **2022-2023** Central Cafeteria fund budget in the following manner:

Revenue

143.471140.G1431	USDA-Other	\$825,284.21
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Expenditure

143.73100.542200.G1431	Food Supplies	\$825,284.21
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ACTION TAKEN:

School Board Vote

Yes _____

No _____

RESOLUTION NO. _____

Requested by: Board of Education

**RESOLUTION AMENDING THE 2022-2023 GENERAL PURPOSE SCHOOL BUDGET
\$264,562 FOR ADDITIONAL HUMAN RESOURCES AND PAYROLL POSITIONS**

WHEREAS, there is a need to add an additional Recruiter, Investigator and Payroll Accountant due to growth and the current job market; and

WHEREAS, the immediate needs for these positions were not evident when the budget was drafted; and

WHEREAS, fund balance can be used to fund these needs;

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of County Commissioners meeting in regular session on September 12, 2022, approve and amend the 2022-2023 General Purpose School Fund budget in the following manner:

Revenue		
141.39000	Fund Balance	\$264,562
Expenditures		
141.72520.518900	Other Salaries & Wages	\$71,364
141.72520.516100	Secretaries	57,488
141.72520.520100	Social Security	7,989
141.72520.520400	Pension	9,831
141.72520.520600	Life	102
141.72520.520700	Medical	21,400
141.72520.520800	Dental	1,000
141.72510.521200	Medicare	1,868
141.72510.511900	Accountants/Bookkeepers	71,364
141.72510.520100	Social Security	4,425
141.72510.520400	Pension	5,445
141.72510.520600	Life	51
141.72510.520700	Medical	10,700
141.72510.520800	Dental	500
141.72510.521200	Medicare	1,035
	Total	\$264,562

Commissioner Brian Beathard

COMMITTEES REFERRED TO & ACTION TAKEN:

School Board:	For ___	Against ___	Pass ___	Out ___
Education Committee:	For ___	Against ___	Pass ___	Out ___
Budget Committee:	For ___	Against ___	Pass ___	Out ___
Commission Action Taken:	For ___	Against ___	Pass ___	Out ___

Jeff Whidby, County Clerk

Commission Chairman

Rogers C. Anderson, County Mayor

Date

To: Board of Education

From: Rachel Farmer, Chief Financial Officer *rf*

RE: Intra-category transfer – Ravenwood High

Date: August 15, 2022



The building of a twenty-two classroom addition at Ravenwood High School was approved in the Spring of 2021 with an allocation of \$265,000 for data processing equipment. Due to increased costs, additional funding is needed to complete the IT component of the addition. We are requesting to move these funds out of our General Contingency Fund.

From:

177.91300.579910.510.00.C4925	Contingency	\$100,000
177.441100	Interest Earnings	\$105,000

To:

177.91300.570900.610.74.C3203	Data Processing Equipment	\$205,000
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ACTION TAKEN:

School Board Vote

Yes____ No____



To: Board of Education
From: Rachel Farmer, Chief Financial Officer *RF*
RE: Intra-category transfer – East Cox
Date: August 15, 2022

Cox Road Elementary needs additional funding to complete the IT component of construction. We are requesting to move these funds out of our Rural Contingency Fund. The funds from contingency are left over from past completed projects.

From:			
177.91300.579910.510.00.C4925	Contingency	\$400,000	
To:			
177.91300.570900.129.00.R3201	Data Processing Equipment		\$400,000

ACTION TAKEN:

School Board Vote Yes___ No___

RESOLUTION NO. _____
Requested by: BOARD OF EDUCATION

**RESOLUTION AMENDING THE 2022-23 GENERAL PURPOSE SCHOOL BUDGET
BY \$4,000,000 FOR NEW CONSTRUCTION
OF ELEMENTARY SCHOOL COX ROAD**

WHEREAS, the Williamson County Board of Education completed their five-year capital plan, and the plan has projects for 2022-2023 school year that need additional funding; and

WHEREAS, the original five-year capital outlay plan projected the total funding needed to be \$36,000,000 for this project; and

WHEREAS, there has been a significant increase in the price construction costs over the last year; and

WHEREAS, the Williamson County Planning Commission has included the need for off-site road improvements on Horton Highway, currently projected at \$2,150,000; and

WHEREAS, there is a need for an elementary school by the fall of 2023 in the east section of the county and to finish this project an additional **\$4,000,000** is needed now which means a total expected completion cost of \$40,000,000;

WHEREAS, Undesignated fund balance can be used to fund this need;

NOW THEREFORE BE IT RESOLVED that the Williamson County Board of County Commissioners meeting in regular session on September 12, 2022, approve the following transfer and amend the 2022-2023 General Purpose School Fund and Capital Projects Fund budgets in the following manner:

General Purpose School Fund

Revenue

141.300000.39000 Undesignated Fund Balance \$4,000,000

Expenditure

141.99100.559000.510 Operating Transfer Out \$4,000,000

Capital Projects Fund

Revenue

177.40000.481300.000.R3201 Operating Transfers In \$4,000,000

Expenditure

177.91300.570900.129.R3201 Equipment \$1,200,000

177.91300.571100.510.R3201 Furniture and Fixtures \$ 650,000

177.91300.579920.510.R3201 Other Capital Outlay \$2,150,000

Commissioner Brian Beathard

COMMITTEES REFERRED TO & ACTION TAKEN:

School Board: For ___ Against ___ Pass ___ Out ___

Education Committee: For ___ Against ___ Pass ___ Out ___

Budget Committee: For ___ Against ___ Pass ___ Out ___

Commission Action Taken: For ___ Against ___ Pass ___ Out ___

Jeff Whidby, County Clerk

Commission Chairman

Rogers C. Anderson, County Mayor

Date

Date

09.22. GPS Transfer to Captial Projects Elementary School East - Cox - Copy.docx

RESOLUTION NO. _____
Requested by: BOARD OF EDUCATION

RESOLUTION OF THE WILLIAMSON COUNTY BOARD OF COUNTY COMMISSIONERS'
APPROVAL OF AN INTENT TO FUND OF \$26,500,000
FOR THE PHASE 4 REPLACEMENT OF PAGE HIGH

WHEREAS, the Williamson County Board of Education completed their five-year capital plan in November of 2021 and the plan had projects for 2022-2023 that have not been fully funded; and

WHEREAS, Phases 1 and 2 of Page High School's replacement have been completed with Phase 3 anticipated to be completed in the Fall of 2023; and

WHEREAS, the original five-year capital outlay plan expected the total funding needed to be \$26,500,000 for Phase 4 of this project; and

WHEREAS, there has been a significant increase in the price of construction costs over the last year and the new total expected cost is \$30,500,000; and

WHEREAS, the commission approved an intent to fund in February of 2022 for \$4,000,000 for initial design work; and

WHEREAS, for the contract to be awarded for Phase 4 and the project to be completed on time there is a need for an intent to fund of **\$26,500,000** now with an estimated total completion cost of up to \$30,500,000;

NOW THEREFORE BE IT RESOLVED that the Williamson County Board of County Commissioners meeting in regular session on September 12, 2022, approve their intent to fund an amount not to exceed **\$26,500,000** with a need for funding in the current year of **\$8,000,000** for this project and take the appropriate actions as necessary to provide funding; and

BE IT ALSO FURTHER RESOLVED, that the County may fund the above noted project in anticipation of the issuance of tax exempt bonds, with the expectation that the County will reimburse itself for any funding with the proceeds of the tax-exempt bond issues; and that this resolution shall be placed in the minutes of the Williamson County Board of County Commissioners and made available for inspection by the general public at the office thereof; and that this resolution constitutes a declaration of official intent under Treas. Reg. §1.150-2.

Commissioner Brian Beathard

COMMITTEES REFERRED TO & ACTION TAKEN:

School Board:	For ___	Against ___	Pass ___	Out ___
Education Committee:	For ___	Against ___	Pass ___	Out ___
Budget Committee:	For ___	Against ___	Pass ___	Out ___
Commission Action Taken:	For ___	Against ___	Pass ___	Out ___

Jeff Whidby, County Clerk

Commission Chairman

Rogers C. Anderson, County Mayor

Date

Williamson County Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: Board Members Legal Status	Descriptor Code: 1.102	Issued Date: 03/21/22
		Rescinds: 1.102	Issued: 11/26/18

1 NUMBER OF MEMBERS¹

2 The Board is composed of twelve (12) members.

3 QUALIFICATIONS

4 Members of the Board shall be residents elected from districts of substantially equal population and
5 shall be citizens of recognized integrity, intelligence, and ability to administer the duties of the
6 office.^{1,2} To qualify as a candidate, an individual must show proof of:

- 7 1. Graduation from high school or receipt of a G.E.D. or HiSET;³ *and*
- 8
- 9 2. *Being a qualified voter and resident of the county for one (1) year prior to the qualifying*
10 *deadline for running as a candidate.*⁴

11 No member of the county legislative body nor any other county governmental official shall be eligible
12 for election as a member of the county board of education.⁵

13 TERMS OF OFFICE

14 Members of the Board shall serve four (4) year terms.¹

15 VACANCIES

16 Vacancies shall be declared to exist on account of death, resignation, removal from the district, or
17 through due process proceedings.⁶

18 When a vacancy occurs, the unexpired term shall be filled at the next regular or special meeting of the
19 County legislative body.⁷ Such appointment shall continue until the next regular election.

Legal References

1. TCA 49-2-201(a)(1)
2. TCA 49-2-202(a)(1)
3. TCA 49-2-202(a)(4)
4. *Public Acts of 2022, Chapter No. 809*
5. *TCA 49-2-202(a)(2)*
6. *TCA 8-47-101; TCA 49-1-611; TCA 49-2-202(e)(2)*
7. *TCA 49-2-202(e)(1)*

Williamson County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Emergency Preparedness Plan	Descriptor Code: 3.202	Issued Date: 09/16/19
		Rescinds:	Issued:

1 The Superintendent of Schools shall be responsible for developing, maintaining, and acquiring Board
2 approval of the district Emergency Preparedness Plan,¹ which shall include procedures for bomb
3 threats, civil disturbances, armed intruders, fires, tornadoes or other severe weather, and medical
4 emergencies.

5 The principal of each school shall develop and implement emergency preparedness drills which shall
6 be approved by the Superintendent of Schools. When appropriate, such drills shall be held in
7 conjunction with emergency response agencies.

8 **FIRE AND SAFETY DRILLS**

9 The principal shall ensure that one (1) fire drill requiring full evacuation is given every thirty (30)
10 school days, with two (2) fire drills occurring during the first thirty (30) full days of the school year.
11 Additionally, he/she shall ensure that four (4) fire safety educational announcements are conducted
12 throughout the year.²

13 The principal shall ensure that three (3) additional safety drills are given during the school year.³ These
14 drills may cover inclement weather, earthquakes, armed intruders, or other emergency drills that do not
15 require full evacuation. A record of all fire or safety drills, including the time and date, shall be kept in
16 each school's office.³

17 The principal shall regularly check the quantity, locations, and conditions of fire extinguishers and
18 shall give all school personnel instructions on how to properly use fire extinguishers.

19 **ARMED INTRUDER DRILLS**

20 The Superintendent of Schools or his/her designee shall ensure that each school safety team conducts
21 at least one (1) armed intruder drill annually in coordination with local law enforcement.⁴

22 **BOMB THREAT PROCEDURES**

23 A system-wide bomb threat procedure shall be on file and adhered to by each school.

24 **AED DRILLS⁵**

25 ~~Any~~ **All** schools ~~with an AED~~ shall conduct a CPR and AED drill to ensure awareness of the steps that
26 must be taken in the event of a medical emergency. The principal shall be responsible for ensuring the
27 drill occurs.⁵

1 The Superintendent of Schools shall develop the necessary standard operating procedure on AED and
2 CPR training, planning, notification, and maintenance to comply with state law.

3 **MEDICAL EMERGENCIES/PANDEMIC FLU⁶**

4 In the event of medical emergencies, such as a pandemic flu outbreak, school officials shall cooperate
5 and consult with the local and state health departments and other local emergency or healthcare
6 providers in protecting students and the community from further infection. The Superintendent of
7 Schools shall develop procedures for health emergencies in accordance with state law and regulations.

8 ***REMOTE LEARNING DRILLS⁷***

9 ***At least once each school year, a remote learning drill shall be conducted. The drill shall accurately***
10 ***reflect how students will transition to remote learning in the event of a disruption to school***
11 ***operations. Students shall not be asked or required to transition to remote learning at any time***
12 ***during the drill.***

Legal References

1. TRR/MS 0520-1-02-.30; TCA 49-6-804; TCA 49-6-805(8)
2. TCA 68-102-137(b)
3. TCA 68-102-137(f)
4. TCA 49-6-807
5. TCA 49-2-122; TCA 49-6-1208
6. TCA 49-6-3004(a), (e); TCA 49-5-404
7. ***Public Acts of 2022, Chapter No. 936***

Cross References

- Safety 3.201
Community Use of School Facilities 3.206

Williamson County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: <h2 style="text-align: center;">Report Cards and Grading Systems</h2>	Descriptor Code: 4.600	Issued Date: 05/16/22
		Rescinds: 4.600	Issued: 04/19/21

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:¹**

<u>Grade</u>	<u>Grade Range</u>
19 A	91 90 – 100
20 B	81—90 80-89
21 C	72—80 70-79
22 D	70—71 60-69
23 F	0 – 69 59
24 I	Incomplete (must be removed during the next grading period)
25 P/F	Credit by Examination

27

1 *This grading system shall be uniform throughout the school district for each grade.*

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

5 WEIGHTED GRADES:

6 *Advanced coursework grades shall be weighted with additional percentage points to calculate the*
7 *semester average. Depending on the course taken, the following percentage points shall be*
8 *assigned:*

9 For Advanced Placement (A.P.) and International Baccalaureate (I.B.) courses, teachers will add five
10 (5) percentage points to ~~the first semester period~~ grade *each grading period and each semester exam*.
11 For the second semester, the student must sit for the exam in order to earn five (5) percentage points
12 for the second semester. For Honors and Pre-AP courses, including middle school courses taught at
13 high school honors level, teachers will add three (3) percentage points to each ~~semester~~ *grading period*
14 *grade and each semester exam*.

15 For courses that include an opportunity for industry certification and dual enrollment, teachers will add
16 four (4) percentage points for ~~the first semester~~ *each grading period and each semester exam*. For the
17 second semester, students must sit for the appropriate exam in order to earn the four (4) additional
18 percentage points.

19 For local and statewide dual credit courses, students will receive four (4) additional percentage points
20 for each *grading period and each semester exam*. For the second semester, students must sit for the
21 appropriate exam in order to earn the four (4) additional percentage points.

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

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

26 Middle school students taking high school courses and high school students taking online courses, will have
27 their grades recorded on the high school transcript with the earned letter grade and corresponding
28 grade point average (GPA).

29 High School students taking courses in high school for college credit through dual enrollment and
30 those taking courses specifically designated as pass/fail on the high school approved course list will
31 have their grades recorded on the high school transcript as pass/fail (p/f) with no GPA value.

32

33

34

GPA CALCULATION FOR HIGH SCHOOL COURSES:

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

GPA CALCULATION FOR HIGH SCHOOL COURSES:

<u>Grade</u>	<u>Value</u>	<u>Regular</u>	<u>Honors/Pre-AP</u>	<u>Statewide/Local Dual Credit/AP/IB</u>
A	90 – 100	4	4.5	5
B	80 – 89	3	3.5	4
C	70 – 79	2	2.5	3
D	60 – 69	1	1.5	2
F	0 – 59	0	0	0

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

LOTTERY SCHOLARSHIPS²

Each school counselor shall provide incoming freshman with information on college core courses required for lottery scholarships as well as necessary criteria (grade point average, ACT and SAT score, etc.) that must be met in order to receive a scholarship.

Seniors may apply for the Tennessee HOPE Scholarship by completing the Free Application for Federal Student Aid (FAFSA). The FAFSA is available at the counseling office or online. Students shall be made aware of all applicable FAFSA deadlines and encouraged to submit applications in a timely manner.

Elementary school counselors shall explain the HOPE Scholarship and its requirements to their students and impress upon them the benefits of making good grades.

1 ***LOTTERY SCHOLARSHIP DAY***

2 *Each school year, prior to scheduling courses for the following school year, schools teaching students*
 3 *in grades 8-11 shall conduct a lottery scholarship day for students and their parents.*³

4 **COLLEGE ADMISSIONS:**

5 For purposes of communicating with college admissions offices and scholarship granting agencies, grade
 6 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).

Legal References

1. TRR/MS 0520-01-03-.02, State Board of Education Policy 3.301; *Public Acts of 2022, Chapter No. 1080*
2. *TCA 49-4-904, 907*
3. *TCA 49-4-932(f)*

Cross References

Credit Recovery 4.210
 Promotion and Retention 4.603

Williamson County Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: <h2 style="margin: 0;">Attendance</h2>	Descriptor Code: 6.200	Issued Date: 08/16/21
		Rescinds: 6.200	Issued: 11/18/19

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

4 The attendance supervisor shall oversee the entire attendance program which shall include:¹

- 5 1. All accounting and reporting procedures and their dissemination;
- 6 2. Alternative program options for students who severely fail to meet minimum attendance
7 requirements;
- 8 3. Ensuring that all school age children attend school;
- 9 4. Providing documentation of enrollment status upon request for students applying for new or
10 reinstatement of driver's permit or license; and
- 11
- 12 5. Notifying the Department of Safety whenever a student with a driver's permit or license
13 withdraws from school.²

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

17 Absences shall be classified as either excused or unexcused as determined by the principal/designee.
 18 Excused absences shall include:⁴

- 19 1. Personal illness/injury (The Principal may require a doctor's statement);
- 20
- 21 2. Illness of immediate family member which requires absence of the student from school (The
22 Principal may require a doctor's statement);
- 23
- 24 3. Death in the immediate family of the student (should not exceed 5 days);
- 25
- 26 4. Extreme weather conditions;
- 27
- 28 5. Religious holidays regularly observed by persons of the student's faith⁵ (The Principal may
29 require a statement from the minister or other person recognized by the given religious group);
- 30

- 1 6. Pregnancy;
- 2
- 3 7. School-endorsed activities;
- 4
- 5 8. Summons, subpoena, or court order; or
- 6
- 7 9. Circumstances which in the judgment of the principal warrant absence from school and over
- 8 which the student has no control.

9 The principal/designee shall be responsible for ensuring that:⁶

- 10 1. Attendance is checked and reported daily for each class;
- 11
- 12 2. Daily absentee sheets contain sign in/sign out sheets and indicate students present or absent
- 13 for the majority of the day;
- 14
- 15 3. All student absences are verified;
- 16
- 17 4. Written excuses are submitted for absences and tardiness; and
- 18
- 19 5. System-wide procedures for accounting and reporting are followed.

20 **TRUANCY**

21 *General*

22 Annually, the Superintendent of Schools/designee will provide written notice to parent(s)/guardian(s)
23 that attendance at school is required. Students shall be present at least fifty percent (50%) of the
24 scheduled school day in order to be counted present. Students may attend part-time days, alternating
25 days, or for a specific amount of time as indicated in their Individualized Education Plan or 504 Plan
26 and shall be considered present for school attendance purposes. If a student is required to participate in
27 a remedial instruction program outside of the regular school day where there is no cost to the
28 parent(s)/guardian(s) and the school system provides transportation, unexcused absences from these
29 programs shall be reported in the same manner.⁷

30 A student who is absent five (5) days without adequate excuse shall be reported to the Superintendent of
31 Schools/designee who will, in turn, provide written notice to the parent(s)/guardian(s) of the student's
32 absence. If a parent does not provide documentation within adequate time excusing those absences, or
33 request an attendance hearing, then the Superintendent of Schools shall implement the progressive
34 truancy intervention plan described below prior to referral to juvenile court.

35 *Progressive Truancy Intervention Plan*⁸

36 Prior to referral to juvenile court, the following progressive truancy intervention plan will be
37 implemented.

1 Tier I of the progressive truancy plan shall apply to all students within the district and include schoolwide
2 prevention-oriented supports to assist with satisfactory attendance.

3 **Tier II**

4 This tier of the progressive truancy plan shall be implemented after the student accumulates five (5)
5 unexcused absences, but before referral to juvenile court, and includes the following:

- 6 1. A conference with the student and the student's parent(s)/guardian(s);
7
- 8 2. An attendance contract, based on the conference, signed by the student, the parent(s)/guardian(s),
9 and the Attendance Supervisor/designee. The contract shall include:
 - 10 a. A specific description of the school's attendance expectations for the student;
 - 11 b. The period for which the contract is effective; and
 - 12 c. Penalties for additional absences and alleged school offenses, including additional
13 disciplinary action and potential referral to juvenile court.
14
- 15 3. Regularly scheduled follow-up meetings to discuss the student's progress; and
16
- 17 4. A school employee shall conduct an individualized assessment detailing the reasons a student
18 has been absent from school. The employee may refer the student to counseling, community-
19 based services, or other services to address the student's attendance problems.
20

21 **Tier III**

22 This tier shall be implemented if the truancy interventions under Tier II are unsuccessful.

23 These interventions shall be determined by a team formed at each school. The interventions shall
24 address student needs in an age-appropriate manner. Finalized plans shall be approved by the
25 Superintendent of Schools/designee.

26 **MILITARY SERVICE OF PARENT/GUARDIAN⁹**

27 School principals shall provide students with a one-day excused absence prior to the deployment of and
28 a one-day excused absence upon the return of a parent or custodian serving active military service.

29 Principals shall also allow up to ten (10) excused cumulative absences per year for students to visit a
30 parent/guardian during a deployment cycle. The student shall provide documentation to the school as
31 proof of his/her parent's/guardian's deployment. Students shall be permitted to make up schoolwork
32 missed during these absences.

33 **MAKE-UP WORK**

34 Any student whose absence is unexcused will be expected to make up the work missed or due on dates
35 of absence.

1 All missed class work or tests from absences may be made up provided that the student makes the
2 request immediately upon returning to school and provided class time is not taken from other students.

3 **CREDIT/PROMOTION DENIAL**

4 Credit/promotion denial determinations may include student attendance; however, student attendance
5 may not be the sole criterion.¹⁰ If attendance is a factor prior to credit/promotion denial, the following
6 shall occur:

7 1. The student and the parent(s)/guardian(s) shall be advised if the student is in danger of
8 credit/promotion denial due to excessive absenteeism.

9
10 2. Procedures in due process are available to the student when credit or promotion is denied.

11 **DRIVER'S LICENSE REVOCATION²**

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

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

16 **ATTENDANCE HEARING¹¹**

17 Students with excessive (more than five (5)) unexcused absences or those in danger of credit/promotion
18 denial shall have the opportunity to appeal to an attendance hearing committee appointed by the
19 principal. If the student chooses to appeal, the student or his/her parent(s)/guardian(s) shall be provided
20 written or actual notice of the appeal hearing and shall be given the opportunity to address the committee.
21 The committee will conduct a hearing to determine if any extenuating circumstances exist to excuse an
22 absence(s) or to determine if the student has met attendance requirements that will allow him/her to pass
23 the course or be promoted. Upon notification of the attendance committee decision, the principal shall
24 send written notification to the Superintendent of Schools/designee and the parent(s)/guardian(s) of the
25 student of any action taken regarding the excessive unexcused absences. The notification shall advise
26 parent(s)/guardian(s) of their right to appeal such action within two (2) school days to the Superintendent
27 of Schools/designee.

28 The appeal shall be heard no later than ten (10) school days after the request for appeal is received.

29 Within five (5) school days of the Superintendent of Schools/designee rendering a decision, the student's
30 parent(s)/guardian(s) may request a hearing by the Board, and the Board shall review the record.
31 Following the review, the Board may affirm or overturn the decision of the Superintendent of
32 Schools/designee. The action of the Board shall be final.

Legal References

1. TCA 49-6-3006
2. TCA 49-6-3017(c); *Public Acts of 2022, Chapter No. 878*
3. 20 USCA § 1232g
4. TRR/MS 0520-01-02-.17(5); State Board of Education Policy 4.100
5. TCA 49-6-2904(b)(5)
6. TCA 49-6-3007
7. TCA 49-6-3021
8. TCA 49-6-3007; TCA 49-6-3009
9. TCA 49-6-3019
10. TCA 49-2-203(b)(7); TCA 49-6-3002(b)
11. TRR/MS 0520-01-02-.17(7)

Cross References

School Calendar 1.800
Extracurricular Activities 4.300
Interscholastic Athletics 4.301
Field Trips 4.302
Promotion and Retention 4.603
Homeless Students 6.503
Students in Foster Care 6.505
Students from Military Families 6.506
Student Records 6.600

Williamson County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Reporting Child Abuse	Descriptor Code: 6.409	Issued Date: 09/21/20
		Rescinds: 6.409	Issued: 10/23/17

1 General

2 The Superintendent of Schools shall:¹

- 3 1. Designate one employee as the Child Abuse Coordinator (the Coordinator) and an additional
4 employee to serve as the Alternate Child Abuse Coordinator (the Alternate) for each school;
5
- 6 2. Require that the Coordinator and the Alternate receive appropriate training;
7
- 8 3. Supply the Coordinator with all necessary resources;
9
- 10 4. Ensure that all school personnel annually complete the child abuse training program required
11 by state law.²

12 The Coordinator shall assist any employee with appropriately reporting and responding to instances of
13 child abuse or child sexual abuse.

14 REPORTING

15 All personnel shall be alert for any evidence of child abuse, sexual abuse, or neglect.³ If personnel
16 know or have reasonable cause to suspect child abuse, sexual abuse, or neglect, a report shall be filed
17 immediately with the Coordinator, the Department of Children's Services (DCS), and law
18 enforcement.⁴ *When the alleged abuse involves someone employed by, or otherwise affiliated with the
school, the report may be made directly to DCS and law enforcement prior to notifying the
Coordinator.*⁵

19 The report shall include, to the extent known by the reporter:⁶

- 20 1. The name, address, telephone number, and age of the child;
21
 - 22 2. The name, telephone number, and address of the parents or persons having custody of the child;
23
 - 24 3. The nature and extent of the abuse or neglect; and
25
 - 26 4. Any evidence to the cause or any other information that may relate to the cause or extent of the
abuse or neglect.
-

1 The Superintendent of Schools/designee shall develop reporting procedures, including sample
2 indicators of abuse and neglect and shall disseminate the procedures to all school personnel.

3 **CONFIDENTIALITY**

4 District employees shall keep all information regarding any child abuse confidential in accordance
5 with state law.

6 **INVESTIGATIONS**

7 School administrators and employees have a duty to cooperate, provide assistance, and information in
8 child abuse investigations⁷ including permitting DCS teams to conduct interviews while the child is at
9 school. The principal may control the time, place, and circumstances of the interview but may not
10 insist that a school employee be present even if the suspected abuser is a school employee or another
11 student. The principal is not in violation of any laws by failing to inform parent(s)/guardian(s) that the
12 child is to be interviewed even if the suspected abuser is not a member of the child's household.⁸

13 **TRAINING**

14 Employees of the school district will be provided with information of this board policy, as well as with
15 procedures for reporting suspected student abuse or neglect. This information, in addition to staff
16 development training, will be provided through materials and training offered during a faculty meeting
17 at each school during the first four weeks of the school term.

18 Staff development training will occur including types of child abuse and neglect, recognizing child
19 abuse and neglect, and procedures for reporting child abuse and neglect.

Legal References

1. TCA 49-6-1601
2. TCA 37-1-408; *Public Acts of 2022, Chapter No. 841*
3. TCA 37-1-403(a)(1); TCA 37-1-412; TCA 37-1-602; TCA 37-1-605(a)(4)
4. TCA 37-1-403(a)(2); TCA 49-6-1601
5. *Public Acts of 2022, Chapter No. 781*
6. TCA 37-1-403(b)
7. TCA 37-1-611(b)
8. Tenn. Op. Atty. Gen. No. 87-101 (June 9, 1987)

Cross References

Interrogations and Searches 6.303
Student Discrimination, Harassment, Bullying, Cyberbullying, and Intimidation 6.304
Title IX & Sexual Harassment 6.3041

Williamson County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Purchasing	Descriptor Code: 2.805	Issued Date: 02/17/20
		Rescinds: 2.805	Issued: 09/21/17

1 PURCHASING AUTHORITY

2 The Executive Committee or its designee, the Purchasing Manager, is responsible for and has authority
3 to purchase all equipment, services, and supplies for the exclusive use of the school system.

4 The Executive Committee and others (purchasing agent) shall be the only persons authorized to obligate
5 the district for the purchase of supplies, equipment, and services.

6 Purchases made by anyone not authorized by the appropriate officials shall become the personal
7 responsibility of the persons making the purchase or purchases. The Board and the Superintendent of
8 Schools will not under any circumstances be responsible for payment of any material or supplies
9 purchased by unauthorized individuals or in an un-prescribed manner.

10 The Superintendent of Schools and other employees designated by the Board shall be authorized to act
11 for the Williamson County Schools in acquiring Federal surplus property through the Tennessee General
12 Services Department for Surplus Property and in entering into agreements, certifications, and covenants
13 of compliance concerning the use of federal surplus property. Those so designated may delegate this
14 authority to other Board members on dates specified by letter of designation. This delegation of
15 purchasing authority may be made solely for the purpose of purchasing surplus Federal property.¹

16 GENERAL

17 The primary responsibility of every purchaser is to obtain “the best value for the dollar” for products and
18 services for the School System.²

19 All purchases shall be made in accordance with Tennessee State Law. All purchases of supplies,
20 materials, and equipment in excess of **fifty thousand dollars (\$50,000.00)** ~~twenty-five thousand dollars~~
21 ~~(\$25,000)~~, including those of individual schools, shall be based upon competitive bids.³ These bids shall
22 be solicited by advertisement in a newspaper of general circulation in the district. However, said
23 newspaper advertisement may be waived by the purchasing agent in case of emergency. The purchasing
24 agent shall advertise for bids. However, bids are not required where the purchases will be made from
25 State or Federal GSA Contract. Also, when the purchasing agent deems that the state contract is not in
26 the best interest of the taxpayer, alternative pricing will be obtained.

27 All purchases estimated to be between \$2,500 and **\$50,000** ~~\$25,000~~, including those of individual
28 schools, may be made in the open market without newspaper notice, but shall be based on at least three
29 (3) competitive quotes.³

30 The lowest and best bid shall be accepted, provided the Board reserves the right to reject any or all bids
31 **or any part of any bid, and if applicable, to accept the bid which is best as evidenced by reasons relative**

1 *to the purpose of the purchase.* Any bid may be withdrawn prior to the scheduled time for opening of
2 bids. Any bid received after the time and date specified shall not be considered. The Board recognizes
3 that the lowest bid may not be the most responsible nor most advantageous to the public. Factors to be
4 considered should include the responsibility of the bidders, warranty offered, availability of service parts,
5 past service experience, life cycle costing, stocking of parts, and training expenses. Any bid that is not
6 the low bid will require Board approval. Monthly summaries of bids shall be submitted to the Board of
7 Education.

8 The practice of splitting an order or dividing items to be purchased in order to avoid the use of bidding
9 or other purchasing procedures is prohibited.

10 Contracts for legal services, educational consultants, *services from an insurance provider*, and similar
11 services by professional persons or groups of high ethical standards shall not be based upon competitive
12 bids but shall be awarded on the basis of competence and integrity.⁴

13 **EMERGENCY PURCHASES**

14 Purchases of specific materials, supplies, equipment or services may be made in the open market for
15 immediate delivery only to meet bona fide emergencies arising from unforeseen cause. All bona fide
16 emergencies must be approved by the Purchasing Manager, and a written report on the circumstances of
17 any such emergency justifying the purchase shall be prepared and accompany the requisition. However,
18 purchases will not be considered an emergency when lack of proper planning has taken place. All
19 emergency purchases shall, if practical, be made on the basis of competitive bids.⁵

20 **COORDINATION BETWEEN DIRECTORS AND PURCHASING OFFICE**

21 The Directors and the purchasing office shall follow the standard operating procedure in scheduling bids,
22 review of specifications, advertisement and awarding of bid. This procedural guideline will be on file in
23 the Finance Department.

24 **BID SPECIFICATIONS**

25 It is the responsibility of the requesting department head to submit complete bid specifications to the
26 purchasing department. The purchasing department may amend bid specifications to guard the Board's
27 interests. Justification must be provided on any sole source or brand name item. Specifications provided
28 for bids must have language that will not restrict vendors from quoting or justification must be attached.

29 The Superintendent of Schools shall give top priority to and exercise tight quality control.

30 All purchases shall be made strictly according to law. No contract for supplying educational needs shall
31 be made with any member of the Board, with the Superintendent of Schools, or with any business
32 organization in which any Board member of the Superintendent of Schools has any financial interest
33 whatsoever.

34 The District will purchase materials and services for those sources able to offer the best prices, consistent
35 with quality, delivery, and service.

- 1 The Board shall establish the specifications which it expects suppliers and manufacturers to meet or
- 2 exceed in the supplies and equipment sold to the Williamson County Schools. The Board may
- 3 occasionally solicit the assistance of outside agencies in the spot checking of materials purchased by the
- 4 school district.

- 5 The Superintendent of Schools or designee is responsible for assuring that all bills are checked to
- 6 determine if the price is consistent with market conditions and extra value is received for quantity orders.

- 7 The Board may occasionally cooperate with other governmental agencies in the purchasing of goods,
- 8 services, and equipment in order to obtain them at a lower cost.

Legal References

1. TCA 49-2-203(a)(3); *Public Acts of 2022, Chapter No. 1016*
2. TCA 6-36-115; TCA 12-4-106; TCA 49-2-206(b)(3); TCA 49-6-2003
3. TCA 49-2-203; TCA 49-2-206(b)(2); *Public Acts of 2022, Chapter No. 1016*
4. TCA 29-20-407; TCA 12-3-1209; TCA 12-4-107; *Public Acts of 2022, Chapter No. 719*
5. *Tennessee Internal School Uniform Accounting Procedure Manual*, Section 4-8

Cross References

Executive Committee 1.301
Purchase Orders and Contracts 2.808

Williamson County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Asbestos Management Plan	Descriptor Code: 3.208	Issued Date:
		Rescinds:	Issued:

1 **ASBESTOS¹**

2 The Superintendent of Schools shall maintain an Asbestos Management Plan for all buildings leased,
3 owned, or otherwise used as school buildings and update the plan to keep it current with ongoing
4 operations and maintenance, periodic surveillance, inspection, re-inspection, and response action
5 activities.

6 The Superintendent of Schools shall:

- 7 1. Annually publish a notification on the availability of the Asbestos Management Plan and the
8 status of any asbestos activities;
- 9 2. Educate and train maintenance and custodial staff about asbestos and how to deal with it in
10 accordance with federal law;
- 11 3. Notify short-term or temporary workers on the locations of the building materials containing
12 asbestos;
- 13 4. Post warning labels in routine maintenance areas where asbestos was previously identified or
14 assumed;
- 15 5. Follow set plans and procedures designed to minimize the disturbance of building materials
16 containing asbestos; and
- 17 6. Survey the condition of these materials every six (6) months to assure that they remain in good
18 condition.

19 The Superintendent of Schools shall designate an Asbestos Hazard Emergency Response Act (AHERA)
20 Manager as the designated Asbestos Program Coordinator. All inquiries regarding the asbestos plan and
21 asbestos related issues shall be directed to the AHERA Manager.

Legal References

1. 40 CFR §§ 763.91-93; 15 USC §§ 2641-2656

Williamson County Board of Education

Monitoring: Review: Annually, in December	Descriptor Term: Instructional Standards	Descriptor Code: 4.101	Issued Date: 08/16/21
		Rescinds:	Issued:

1 The Board is charged with selection of the curriculum. No subjects or topics prohibited by state or
2 federal law shall be taught.¹ The Superintendent of Schools shall develop administrative procedures to
3 implement this policy.

4 **STATE STANDARDS²**

5 Only Tennessee state standards shall be taught within the school district. The following are prohibited:

- 6 1. Instructional materials, textbooks, or supplemental materials created to align exclusively with
7 Common Core; or
- 8 2. Instructional materials, textbooks, or supplemental materials that are marketed or otherwise
9 identified as Common Core textbooks or instructional materials.

10
11
12 *Any complaints regarding the above shall be submitted per WCSB policy 4.401.*

13 **CURRICULUM AND INSTRUCTIONAL PROGRAMMING**

14 All curriculum and instructional programming implemented in the school district shall adhere to state
15 and federal laws. District employees shall not include or promote any concepts that would violate state
16 law when providing instruction, using instructional or supplemental materials, or when implementing
17 the instructional program and curriculum.¹

18 The Superintendent shall develop procedures to ensure that the district's instructional program
19 complies with state law.

20 *Complaints regarding teaching prohibited concepts in violation of state law shall be submitted per*
21 *the regulation developed by the Tennessee Department of Education.*³

Legal References

1. *TCA 49-6-2202; TCA 49-6-1304; TCA 49-6-2206;
TCA 49-6-1019*
2. *TCA 49-1-302(a)(8); TCA 49-1-314; Public Acts of
2022, Chapter No. 1085*
3. *TRR/MS 0520-12-04*

Cross References

Textbooks and Instructional Materials 4.401

Williamson County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Textbooks and Instructional Materials	Descriptor Code: 4.401	Issued Date: Click here to enter a date.
		Rescinds: 4.401	Issued: 06/17/19

1 *General*

2 *All classrooms shall be equipped with the textbooks and instructional materials needed to provide*
3 *quality learning experiences for students in accordance with state law.*¹ The Board shall provide a wide
4 range of textbooks and instructional materials that cover all levels of difficulty, generate critical thinking,
5 and support the educational programs.

6 *Part Definitions*

7 *Board adopted textbooks and instructional materials shall be defined as any medium or manual of*
8 *instruction which contains a systematic presentation of the principles of a subject and which*
9 *constitutes a major instructional vehicle for that subject.*²

10 *Supplementary instructional materials shall be defined as additional resources selected by educators*
11 *to enhance instruction in alignment with the Tennessee academic standards.*

12 **SELECTION OF BOARD APPROVED TEXTBOOKS AND INSTRUCTIONAL MATERIALS**

13 The selection of *Board approved* textbooks *and instructional materials* shall be completed according
14 to the laws and policies required by the State of Tennessee and the State Textbook *and Instructional*
15 *Materials Quality* Commission.³ The responsibility for *Board approved* textbook *and instructional*
16 *materials* selection rests with the local textbook selection committees, subject to approval by the Board.
17 The Board will appoint textbook selection review committees to review the *Board approved* textbooks
18 *and instructional materials* proposed for adoption. The committees shall be established by grade level
19 and subject matter fields.

20 The Executive Committee shall prepare a recommended list of committee members for the Board to
21 consider. Members of the committees shall be teachers, supervisors of teachers, and parents with children
22 currently enrolled in a school under the jurisdiction of the Board at the time of the appointment. Teachers
23 and supervisors who are appointed shall be teaching or supervising the respective grade level or subject
24 at the time of appointment, must be licensed in Tennessee with endorsements in the grade level or subject
25 matter, and must have at least three years of experience teaching in public schools. All committee
26 members shall be voting members. The Board may appoint experts in the grade level or subject matter
27 field for the textbooks and instructional materials to be reviewed.

28 The review shall include an examination as to whether the *Board approved* textbooks or instructional
29 materials:

- 1 • Conform to the standards for their subject areas or grade levels;
- 2
- 3 • Are free of any clear, substantive, factual or grammatical errors;
- 4
- 5 • Contain content that is accurate and free of bias;
- 6
- 7 • Comply with and reflect the values expressed in §49-6-1028(b), if the textbook or instructional
- 8 materials are being considered for adoption as a textbook or instructional materials for
- 9 education of students in general studies and specifically in United States history and this
- 10 nation's republican form of government.

11 Experts may be college professors or credentialed subject matter specialists. Upon recommendation by
12 the Superintendent, the Board shall determine whether an individual is a credentialed subject matter
13 specialist. Experts so appointed shall not be voting members of any committee but may present
14 information to the committee for consideration.

15 The Superintendent shall be an ex officio member of all committees appointed and shall not be a voting
16 member. Members of the Board may also serve as ex officio members. The textbook adoption
17 committees' selections will be submitted to the Board for approval.

18 All committee members must swear to the oath required by state law. The members of the committees
19 appointed shall serve for the length of time the adoption process for which they are appointed lasts.

20 At least one *set of publisher provided review materials* ~~copy of each text~~ to be considered by the
21 committees shall be available at the central office during the review period for examination by Board
22 members, WCS employees, and the general public. Online access to the textbooks and materials shall
23 be provided to the fullest extent possible. The public will be made aware of the dates the textbooks and
24 materials are available for review *prior to their adoption.*⁴

25 ***SELECTION OF SUPPLEMENTARY INSTRUCTIONAL MATERIALS***

26 The responsibility for selection of *supplementary* instructional materials is delegated to the
27 professionally trained personnel employed by the school system. Selection of *supplementary*
28 instructional materials may involve many people including library media specialists, *curriculum*
29 *specialists*, teachers, students, principals, administrators, parents, and the community.

30 Gift *supplementary instructional* materials, meeting the selection standards, may be accepted.

31 ***INSPECTION AND REVIEW***

32 *Board approved* textbooks, instructional materials and/or *supplementary instructional materials* shall
33 be available for inspection by parents/guardians upon request. The Superintendent shall develop
34 procedures for inspection of materials and distribute these procedures to each principal.⁵

35 ***CARE OF BOARD APPROVED TEXTBOOKS, INSTRUCTIONAL MATERIALS, AND*** 36 ***SUPPLEMENTARY INSTRUCTIONAL MATERIALS***

1 Instructional materials supplied to students by the Board are district property, and the teacher shall see
2 that they are taken care of and returned by the close of the school year. Parents and guardians shall accept
3 full responsibility for the proper care, preservation, return, or replacement of instructional materials that
4 are issued to their children.

5 *Fines may be assessed at the discretion of the principal in cases where the student or parent/guardian*
6 *damages, loses, or defaces the textbook or instructional material. The principal may include with the*
7 *notice a provision stating that failure to pay the fine imposed within a reasonable time may result in*
8 *the imposition of one of the following sanctions:*

- 9 1. *Refusal to issue any additional textbooks until restitution is made; or*
- 10
- 11 2. *Withholding all report cards, diplomas, certificates of progress, or transcripts until restitution*
12 *is made.*
- 13

14 *The principal also reserves the right to waive fines when appropriate.*

15 ***RECONSIDERATION OF BOARD APPROVED TEXTBOOKS, INSTRUCTIONAL MATERIALS*** 16 ***AND SUPPLEMENTARY INSTRUCTIONAL MATERIALS***⁶

17 *If a complaint is filed by a current WCS parent/guardian, employee, or student regarding Board*
18 *approved textbooks, instructional materials and supplementary instructional materials, this process is*
19 *to be followed:*

- 20 1. *Inform* the complainant of the selection procedures and make no commitments.
- 21
- 22 2. Request the complainant *complete and* submit a Request for Reconsideration *of Board*
23 *Approved Textbooks, Instructional Materials and/or Supplementary Materials* form.
- 24
- 25 3. Inform the Superintendent of Schools and other appropriate personnel.
- 26
- 27 4. Keep challenged materials available for use during the reconsideration process. *The materials*
28 *shall be removed immediately if they:*
 - 29
 - 30 a. *Were created to align exclusively with Common Core; or*
 - 31
 - 32 b. *Are marketed or otherwise identified as Common Core textbooks or instructional*
33 *materials.*
 - 34
- 35 5. The principal shall request review of the challenged materials by an *ad hoc materials review*
36 *committee* within fifteen (15) working days. *The ad hoc review committee is appointed by the*
37 *Superintendent or designee within seven (7) working days of receiving the request for review*
38 *and includes representatives from central office staff, classroom teachers, one or more*
39 *parents, and may include one or more students.*
- 40
- 41 6. The *ad hoc* review committee shall take the following steps after receiving the challenged
42 materials:

- 1
- 2
- 3 a. Read, view, or listen to the material in its entirety;
- 4 b. Check general acceptance of the material by reading recognized and evaluative reviews;
- 5 c. Determine the extent to which the material supports the curriculum;
- 6 d. Complete the appropriate Checklist for Reconsideration of Board Approved Textbooks,
- 7 Instructional Materials and/or Supplementary Instructional Materials, judging the
- 8 material for its strength and value; and
- 9 e. Present decision to complainant and the Superintendent or designee.

10 If the complainant or any affected employee of WCS wishes further action after receiving the
11 decision of the ad hoc review committee, an appeal may be made to the Board of Education within
12 fifteen (15) working days of the date of the ad hoc review committee decision. This appeal should
13 be made in writing to the Superintendent of Schools who shall schedule the matter on the agenda of
14 the next regular meeting of the School Board. If no appeal is filed within the above deadline, the
15 determination of the *ad hoc* review committee shall be final *for up to two (2) years. The decision*
16 *of the Board may be binding for up to two (2) years, and the Board may determine the*
17 *applicability of its decision throughout the district.*

Legal References

1. TCA 49-6-2207; TCA 49-2-203(a)(3)
2. TRR/MS 0520-05-01-.01
3. TCA 49-6-2207(c), (e), (f); TCA 49-6-2202(d);
TRR/MS 0520-01-18-.02
4. 20 USCA § 1232h(a); TCA 49-6-7003
5. TCA 49-6-7003
6. TCA 49-1-302(a)(8); TCA 49-1-314; TCA 49-6-
2206; *Public Acts of 2022, Chapter No. 1085*

Cross References

Surplus Property Sales 2.403
Library Materials 4.403
Student Fees and Fines 6.709

Williamson County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: <i>Library Materials</i>	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 school librarians shall be responsible for library collection development. Library materials are*
4 *defined as print and non-print materials curated, processed, and inventoried by school librarians in*
5 *collaboration with building Principals. Library materials shall be reviewed to ensure the content*
6 *aligns with state law.¹ The library collection shall adhere to the following criteria:*

- 7 1. *Materials shall be suitable for and consistent with the educational mission of the school.*
8 Every effort will be made to provide materials that present many points of view concerning the
9 problems and issues of our times--international, national, and local. Instructional materials of
10 sound factual authority shall not be proscribed or removed from library shelves or classrooms
11 because of partisan or doctrinal approval/disapproval;
12
- 13 2. *Materials shall be appropriate for the age and maturity levels of the students who may access*
14 *them. The determining factor will be based on an assessment of any mature themes or*
15 *content (i.e., violence, sexual content, vulgar language, substance abuse);*
16
- 17 3. *Materials shall contain literary, historical, and/or artistic value and merit; and*
18
- 19 4. *The collection as a whole shall offer a variety of viewpoints.*

20 *School librarians shall be responsible for periodically reviewing the district's library collection in line*
21 *with these established standards.*

22 **COMPLAINTS**

23 *A complaint about library materials may only be made by a current WCS employee, student, or*
24 *parent/guardian. If there is a complaint, this process is to be followed:*

- 25 1. *Inform* the complainant of the selection procedures and make no commitments.
26
- 27 2. Request the complainant to submit a Request for Reconsideration of *Library* Materials form.
28
- 29 3. Inform the *principal* and other appropriate personnel.
30
- 31 4. Keep challenged materials available for use during the reconsideration process.
32

- 1 5. *Upon receipt of the completed form, the principal shall notify the Superintendent or his/her*
2 *designee.*
- 3
- 4 6. *The principal shall request review of the challenged materials by an ad hoc materials review*
5 *committee within fifteen (15) days. The review committee is appointed by the principal and*
6 *includes certified library media personnel, representatives from classroom teachers, one or*
7 *more parents, and may include one or more students. The principal will inform the*
8 *Superintendent or his/her designee of the review committee's progress.*
- 9
- 10 7. *The review committee shall take the following steps after receiving the challenged materials:*
- 11
- 12 a. Read, view, or listen to the contested material in its entirety;
- 13 b. Check general acceptance of the material by reading recognized and evaluative reviews;
- 14 c. Determine the extent to which the material supports the educational mission of the
- 15 school;
- 16 d. *Complete the appropriate Checklist for Reconsideration of Library Materials*, judging
- 17 the material for its strength and value; *and*
- 18 e. *Present recommendation to principal for further action and to the Superintendent*
- 19 *and the Board.*
- 20
- 21 8. *Board members shall read the library material(s), review the recommendation presented by*
- 22 *the review committee, and make the determination whether the material is appropriate for*
- 23 *the age and maturity levels of the students who have access to the materials and whether the*
- 24 *material is suitable for, and consistent with, the educational mission of the school.*
- 25
- 26 9. *If it is determined that the material is not appropriate for the age and maturity levels of the*
- 27 *students who have access to them or is not suitable for, and consistent with, the educational*
- 28 *mission of the school, the Board shall require the school to remove the material from the*
- 29 *library collection.*
- 30

31 If the complainant or any affected school employee wishes further action after receiving the
32 decision of the committee, an appeal may be made to the Board of Education within fifteen
33 (15) working days of the date of the committee decision. This appeal should be made in writing
34 to the Superintendent of Schools who shall schedule the matter on the agenda of the next
35 regular meeting of the School Board. If no appeal is filed within the above deadline, the
36 determination 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); *Public Acts of 2022, Chapter No. 744*

Cross References

Textbooks and Instructional Materials 4.401
School and System Websites 4.407

Williamson County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Employment of Retirees	Descriptor Code: 5.119	Issued Date:
		Rescinds:	Issued:

1 *General*

2 The Superintendent of Schools may hire a retired individual if certain conditions are met as provided
3 for in state law.

4 **EMPLOYMENT CONTRACTS FOR UP TO 120 DAYS**

5 Teachers who retire under the Tennessee Consolidated Retirement System (TCRS) may be employed
6 for up to one hundred twenty (120) days per year without loss of retirement benefits. Retired teachers
7 may substitute teach for additional days if the Superintendent of Schools certifies in writing to the
8 Division of Retirement that no other qualified personnel are available to substitute teach.¹

9 **EMPLOYMENT CONTRACTS FOR ONE YEAR**

10 The Superintendent of Schools may employ teachers retired for at least one (1) year for full-time
11 employment as a kindergarten through twelfth (K-12) grade teacher on a year-to-year basis. Retirement
12 benefits will not be lost or suspended under certain conditions which include, but are not limited to, the
13 following:²

- 14 1. The Superintendent of Schools of the employing district shall certify in writing that no other
15 qualified individuals are available to fill the position;
- 16
- 17 2. The Commissioner of Education shall certify that the employing school district serves an area
18 that lacks qualified teachers to serve in the position to be filled;
- 19
- 20 3. The retired teacher shall hold a valid license and shall not be entitled to tenure status;
- 21
- 22 4. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or
23 receive medical insurance coverage; and
- 24
- 25 5. The salary paid to the retired teacher shall not be less than the rate of compensation set by the
26 Board for teachers with no experience filling similar positions or more than eighty-five percent
27 (85%) of the rate of compensation set by the Board for teachers with comparable training and
28 years of experience filling similar positions.

1 ***ADDITIONAL EMPLOYMENT OPTION FOR RETIREES³***

2 ***Retired members of TCRS or a similar system may be offered reemployment for up to one (1) year as***
3 ***a kindergarten through twelfth (K-12) grade teacher, substitute teacher, or bus driver under the***
4 ***following conditions:***

- 5 ***1. The retired member has been retired for at least sixty (60) calendar days;***
6
7 ***2. The retirement benefit payable to the retired member is reduced to seventy percent (70%) of***
8 ***the retirement allowance;***
9
10 ***3. The retired member's employment can't be longer than a one (1) year period; however, the***
11 ***retired member can be reemployed for additional one (1) year periods;***
12
13 ***4. The retired member is not drawing disability retirement benefits; and***
14
15 ***5. The retired member can't accrue additional retirement benefits.***

16 ***The Superintendent of Schools shall notify TCRS of the member's reemployment and certify in***
17 ***writing that the retired member has the required experience and training for the position and that***
18 ***no other qualified persons are available to fill the position.***

19 ***Once the retired member is hired by the district, the district shall pay TCRS as prescribed by state***
20 ***law. The school district shall pay to TCRS during the period of reemployment the greater of (1) a***
21 ***payment equal to the amount the school district would have contributed to TCRS; or (2) an amount***
22 ***equal to five percent (5%) of the retired member's pay rate.***

Legal References

1. TCA 8-36-805
2. TCA 8-36-821
3. ***Public Acts of 2022, Chapter No. 821***

Cross References

Application and Employment 5.106
Substitute Teachers 5.701

Williamson County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Separation Practices for Tenured Teachers	Descriptor Code: 5.200	Issued Date: 08/16/21
		Rescinds: 5.200	Issued: 04/19/21

1 **SUSPENSION PENDING AN INVESTIGATION¹**

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

8 **SUSPENSION OF THREE DAYS OR LESS^{2,3}**

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

15 **DISMISSAL OR SUSPENSION GREATER THAN THREE DAYS⁴**

16 The Board shall maintain a list of qualified individuals who have indicated a willingness to act as
17 impartial hearing officers as defined by Tennessee law.

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

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

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

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

29 The hearing officer shall notify the parties, or their attorney, of the officer's assignment and direct the
30 parties or the attorneys for the parties, or both, to appear before the hearing officer for simplification of

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

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

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

18 **RESIGNATION**

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

23 The conditions under which it is permissible to break a contract with the Board are as follows:⁶

- 24 1. The incapacity on the part of the teacher to perform the contract as evidenced by the certified
25 statement of a physician approved by the Board;
- 26
- 27 2. The drafting of a teacher into military service by a selective service board; and
- 28
- 29 3. The release, by written mutual consent, by the Board of the teacher from the contract that the
30 teacher has entered into with the Board.

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

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

1 RETIREMENT

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

5
6 Central office personnel shall assist employees in securing retirement benefits; however, it shall be the
7 responsibility of the retiring employee to provide verification of eligibility in writing from TCRS to the
8 central office. It shall be the responsibility of the retiring employee to file for benefits.

9
10 ~~Employees who retire under TCRS may be employed up to one hundred twenty (120) days per year~~
11 ~~without loss of retirement benefits. Retired teachers may substitute teach for additional days if the~~
12 ~~Superintendent of Schools certifies in writing to the division of retirement that no other qualified~~
13 ~~personnel are available to substitute teach.⁹~~

14 ~~The Superintendent of Schools may employ teachers retired for at least one year for full time~~
15 ~~employment as a kindergarten through twelfth grade teacher on a year to year basis. Retirement~~
16 ~~benefits will not be lost or suspended under certain conditions, which include but are not limited to the~~
17 ~~following:¹⁰~~

- 18 ~~1. The Superintendent of Schools of the employing system must certify in writing that no other~~
19 ~~qualified individuals are available to fill the position;~~
- 20
21 ~~2. The Commissioner of Education must certify that the employing school system serves an area~~
22 ~~that lacks qualified teachers to serve in the position to be filled;~~
- 23
24 ~~3. The retired teacher must hold a valid license and shall not be entitled to tenure status;~~
- 25
26 ~~4. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or~~
27 ~~receive medical insurance coverage; and~~
- 28
29 ~~5. The salary paid to the retired member shall not be less than the rate of compensation set by the~~
30 ~~Board for teachers with no experience filling similar positions, nor more than eighty five~~
31 ~~percent (85%) of the rate of compensation set by Board for teachers with comparable training~~
32 ~~and years of experience filling similar positions.~~

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~~

Cross References

Public Hearings 1.401
Recommendations and File Transfers 5.203

Williamson County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Separation Practices for Non-Tenured Teachers	Descriptor Code: 5.201	Issued Date: 08/16/21
		Rescinds: 5.201	Issued: 04/19/21

1 **SUSPENSION PENDING AN INVESTIGATION¹**

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

8 **SUSPENSION OF THREE DAYS OR LESS²**

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

15 **DISMISSAL OR SUSPENSION GREATER THAN THREE DAYS²**

16 The Superintendent of Schools may dismiss or suspend for more than three days any non-tenured teacher
17 during the contract year for incompetence, inefficiency, insubordination, improper conduct, or neglect
18 of duty after giving the non-tenured teacher, in writing, notice of the charge or charges.

19 The Superintendent of Schools shall give the non-tenured teacher an opportunity for a full and complete
20 hearing before an impartial hearing officer selected by the Board.

21 The hearing officer will hear the case and the employee shall have the right to:

- 22 1. be represented by counsel;
- 23
- 24 2. call and subpoena witnesses;
- 25
- 26 3. examine all witnesses; and
- 27
- 28 4. require that all testimony be given under oath.

29 Factual findings and decisions in all dismissal cases shall be reduced to written form and delivered to the
30 affected employee within ten (10) working days following the close of the hearing. The employee may
31 appeal the decision to the Board within ten (10) working days of the hearing officer rendering the written

1 decision to the employee. Written notice of appeal to the Board shall be given to the Superintendent of
2 Schools. Within twenty (20) working days of receipt of notice, the Superintendent of Schools shall
3 prepare a copy of the proceedings, transcript, documentary, and other evidence presented and provide
4 the Board a copy of the same.

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

- 8 1. sustain the decision;
- 9
- 10 2. send the record back if additional evidence is necessary; or
- 11
- 12 3. revise the penalty or reverse the decision.

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

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

18 Within twenty (20) working days after receipt of notice of the decision of the Board, either party may
19 appeal to the chancery court in the county where the school system is located. The Board shall provide
20 the entire record of the hearing and other evidence to the court.

21 **NONRENEWAL**

22 Non-tenured teachers are subject to the same rules and regulations and are entitled to the privileges of
23 employment enjoyed by tenured teachers except that they have no claim upon continuing employment
24 or tenure protections.

25 The Superintendent of Schools is under no obligation to re-employ non-tenured teachers at the
26 end of their contract period. If the Superintendent of Schools determines not to renew the contract
27 of a non-tenured teacher, written notice of non-renewal shall be sent to the employee by certified
28 mail or overnight carrier, or by email within five (5) business days following the last instructional
29 day for the school year.³ *If the reason for nonrenewal is due only to a loss of funding for the*
30 *position, then the notice shall include a statement listing it as the cause for nonrenewal.*⁴

31 **RESIGNATION**

32 A teacher shall give the Superintendent of Schools notice of resignation at least thirty (30) days before
33 the effective date of the resignation.⁵ The Board may waive the thirty (30) days-notice requirement and
34 permit a teacher to resign in good standing.

35 The conditions under which it is permissible to break a contract with the Board are as follows:⁶

- 1 1. The incapacity on the part of the teacher to perform the contract as evidenced by the certified
- 2 statement of a physician approved by the Board;
- 3 2. The drafting of a teacher into military service by a selective service board; and
- 4 3. The release, by written mutual consent, by the Board of the teacher from the contract which the
- 5 teacher has entered into with the Board.

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

9 Upon a breach of contract, the Board, upon a motion recorded in its minutes, may file a complaint with
10 State Board of Education and request the suspension of a teacher's certificate. After the State Board of
11 Education has provided the teacher an opportunity for defense during a hearing, the State Board of
12 Education may suspend the certificate for no less than thirty (30) and no more than three hundred sixty-
13 five (365) days.⁸

14 **RETIREMENT**

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

17 Employees eligible for retirement benefits may elect to retire at any age according to the provisions of
18 the retirement system. Central office personnel shall assist employees in securing retirement benefits;
19 however, it shall be the responsibility of the retiring employee to provide verification of eligibility in
20 writing from TCRS to the central office. It shall be the responsibility of the retiring employee to file for
21 benefits.

22 ~~Employees who retire under TCRS may be employed up to one hundred twenty (120) days per year~~
23 ~~without loss of retirement benefits. Retired teachers may substitute teach for additional days if the~~
24 ~~Superintendent of Schools certifies in writing to the division of retirement that no other qualified~~
25 ~~personnel are available to substitute teach.⁸~~

26 ~~The Superintendent of Schools may employ teachers retired for at least one year for full-time~~
27 ~~employment as a kindergarten through twelfth grade teacher on a year-to-year basis. Retirement benefits~~
28 ~~will not be lost or suspended under certain conditions, which include but are not limited to the following:⁹~~

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

- 1 percent (85%) of the rate of compensation set by Board for teachers with comparable training
2 and years of experience filling similar positions.

Legal References

1. TCA 49-5-511(a)(3)
2. TCA 49-2-301(b)(1)(EE); TCA 49-5-512
3. TCA 49-5-409
4. *Public Acts of 2022, Chapter No. 678*
5. TCA 49-5-508
6. TCA 49-5-411(a)
7. TCA 49-5-706
8. TCA 49-5-411(b)
9. ~~TCA 8-36-805~~
10. ~~TCA 8-36-821~~

Cross References

- Public Hearings 1.401
Teacher Tenure 5.117
Recommendations and File Transfers 5.203

Williamson County Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Substitute Teachers	Descriptor Code: 5.701	Issued Date: 09/16/19
		Rescinds: 5.701	Issued: 06/06/14

1 Substitute teachers are those teachers used to replace teachers on leave or to fill temporary vacancies.^{1,2}
2 Substitute teachers may be employed and paid directly by the Board.

3 Substitute teachers employed by third party entities shall be subject to the same unemployment benefit
4 eligibility conditions as substitute teachers employed directly by the board of education.²

5 The principal or his/her designee will secure a substitute when the teacher notifies the principal that:

- 6 1. A sick day will be taken; or
- 7 2. Severity of hardship or emergency exists at the time a personal leave day or bereavement day is
8 requested. A teacher may arrange for his or her own substitute when such action is voluntary on
9 the part of the teacher.

10 APPLICATION/QUALIFICATIONS

11 Criminal history record checks and fingerprinting of applicants for substitute teaching are required.³

12 Applicants with revoked licenses or certificates according to the Department of Education shall not be
13 hired.⁴

14 Qualifications for substitute teachers shall be determined by the Superintendent of Schools in compliance
15 with state laws and regulations.

16 A list of substitute teacher(s) will be prepared by the Assistant Superintendent of Human Resources or
17 his/her designee who will maintain file(s) which may include transcripts, credentials, recommendations,
18 and other pertinent information.

19 COMPENSATION

20 If employed directly by the system, the compensation of substitute teachers shall be determined annually
21 by the Board.

22 Retired teachers serving as substitutes who do not have an active teaching license shall be paid the same
23 as a retired substitute teacher with an active teaching license. This only applies to teachers who retired
24 after July 1, 2011 through July 1, 2016.⁵

25 CERTIFICATION

26 When substituting for a regular teacher who has been absent for twenty (20) consecutive days, a
27 substitute teacher must possess a teaching certificate with endorsement in the discipline(s) to be taught

1 or shall be a retired teacher that held the appropriate endorsement.⁶ When substituting for a teacher
2 without sick leave, the substitute shall be certified and paid according to the state salary schedule.¹

3 ~~Retired teachers may substitute one hundred twenty (120) days per year without loss of retirement~~
4 ~~benefits¹ and may substitute for additional days if the Superintendent of Schools certifies in writing to~~
5 ~~the division of retirement that no other qualified personnel are available to substitute teach.⁷~~

6 **EMERGENCY NEEDS**

7 All teacher aides, secretaries, and clerks are approved substitute teachers for use in emergency situations.
8 Emergency use shall be defined as less than a full day due to the regular or substitute teacher being
9 unable to arrive on time or remain for the full day.

10 Said substitutes shall receive the proportionate equivalent salary regular substitute teachers would
11 receive under similar circumstances or their regular salary, if higher; however, they shall not receive pay
12 for both positions at the same time.

13 **TRAINING AND ORIENTATION**

14 The Superintendent of Schools shall be responsible for ensuring that there are appropriate training and
15 development programs for substitute teachers.

16 **RESPONSIBILITIES**

17 Substitute teachers shall assume the same responsibilities as the regular teacher, including, but not
18 limited to, bus duty and playground supervision.

19 **RE-EMPLOYMENT/TERMINATION**

20 On an annual basis, the Superintendent of Schools, with input from the principals, shall determine which
21 substitute teachers performed at an acceptable level. Substitute teachers who performed below an
22 acceptable level shall not be re-employed.

23 All substitutes shall be responsible for providing correct addresses and phone numbers and for notifying
24 the principal and/or third-party employer if they wish to terminate their service as substitutes.

Legal References

1. TRR/MS 0520-01-02-.04(5)
2. TCA 49-5-709
3. TCA 49-5-413(a)(2)
4. TCA 49-2-203
5. TCA 49-3-312(b)
6. TCA 49-3-312(a); TRR/MS 0520-01-02-.04(5)(b)
7. ~~TCA 8-36-805~~

Williamson County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Instructional Materials	Descriptor Code: 4.400	Issued Date: 06/17/19
		Rescinds: 4.400	Issued: 06/17/13

1 All instructional personnel, as a part of their orientation program, shall at the school level receive
2 information regarding instructional materials available, use procedures, and a briefing on operating the
3 equipment from a competent media specialist.

4 The principal, or a committee appointed by the principal, shall screen all instructional materials that are
5 being considered for purchase. The principal, or the committee, is to be responsible for coordination of
6 the use of instructional aids at the school and to encourage optimal and equitable use. Textbooks and/or
7 instructional materials shall be available for inspection by parents/guardians upon request. The
8 Superintendent shall develop procedures for inspection of materials and distribute these procedures to
9 each principal.¹

10 Instructional media may be selected and used by the individual teacher as part of regular classroom
11 instruction provided that the media clearly relate to the objectives and content of the scope and sequence
12 or to significant current events. Electronic media used for instructional purposes, including but not
13 limited to software, online subscriptions, e-books and digital texts, must be vetted prior to purchase
14 and/or use in the district to assure products are aligned to the WCS scope and sequence and comply with
15 Board of Education policies, the WCS Computer Guidelines, and stipulations of the Children's Online
16 Protection Act 47 USC Section 231 (COPPA), the Family Education Rights and Privacy Act (FERPA),
17 and the Children's Internet Protection Act (CIPA).

18 Instructional materials supplied to students by the Board are district property, and the teacher shall see
19 that they are taken care of and returned by the close of the school year.

20 Parents and guardians shall accept full responsibility for the proper care, preservation, return, or
21 replacement of instructional materials that are issued to their children.

22 The selection of equipment shall be made according to the instructional needs of the schools and state
23 guidelines.

Legal References

1. 20 USCA § 1232h; 34 CFR § 98.3;
TCA 49-6-7003

Williamson County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Selection of Instructional Materials	Descriptor Code: 4.402	Issued Date: 06/17/19
		Rescinds: 4.402	Issued: 08/20/01

1 The Board will seek to provide a wide range of instructional materials on all levels of difficulty, with
2 diversity of appeal, and the presentation of different points of view and will provide procedures for
3 review and reconsideration of allegedly inappropriate instructional materials.

4 *Objectives of Selection*

5 In order to assure that instructional materials are an integral part of the educational program, the
6 following selection objectives are adopted:

- 7 1. To provide materials that will enrich and support the curriculum and personal needs of the
8 students, taking into consideration their varied interests, abilities, and learning styles;
9
- 10 2. To provide materials that will stimulate growth in factual knowledge, literary appreciation,
11 aesthetic values, and ethical standards;
12
- 13 3. To provide a background of information which will enable pupils to make intelligent judgments
14 in their daily lives;
15
- 16 4. To provide materials on opposing sides of controversial issues so that students may develop,
17 under guidance, the practice of critical analysis;
18
- 19 5. To provide materials which realistically represent our pluralistic society and reflect the
20 contributions made by these groups and individuals to our American heritage; and
21
- 22 6. To place principles above personal opinion and reason above prejudice in the selection of
23 materials of the highest quality in order to assure a comprehensive media collection appropriate
24 for the users.

25 *Responsibility for Materials Selection*

26 The responsibility for selection of instructional materials is delegated to the professionally-trained
27 personnel employed by the school system.

28 Selection of materials may involve many people including library media specialists, teachers, students,
29 principals, administrators, parents and the community.

30 Gift materials, meeting the selection standards, may be accepted.

1 *Selection Criteria and Procedures for School Media Centers*

- 2 1. Selection should be consistent with the goals and objectives of the instructional program based
3 on knowledge of the students and teachers to be served.
4
- 5 2. Selection should be made to provide balance in materials that present different points of view
6 concerning current problems and issues.
7
- 8 3. Selection should be made based on a knowledge of the existing collections of materials in the
9 media center and in the classrooms.
10
- 11 4. Selection should be made using reputable, unbiased, professionally-prepared selection aids.
12
- 13 5. Selection should be a continuing process throughout the school year as new suggestions of staff
14 members and students are evaluated and materials already purchased are reevaluated to
15 determine their current or lasting contributions to the educational program of the school.
16
- 17 6. Gift materials should be judged upon the same basis as the library media center's own
18 purchases. Gift materials meeting the selection standards may be accepted, although the library
19 media specialist reserves the right to decide whether or not the material shall be placed in the
20 library media center.

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MEMORANDUM

TO: School Board Members

FROM: Jason Golden, Superintendent

CC: Mark Samuels, Assistant Superintendent for Operations
Allison Nunley, Planning & Zoning Manager

DATE: August 15, 2022

RE: Board Zoning Parameters

This Memo is to confirm the Board's Work Session discussion regarding the main issues surrounding rezoning needs to take effect Fall 2023. Three major considerations were discussed: (1) the need to establish school zones for the two new elementary schools; (2) the need to check schools that are over capacity that could be rezoned to neighboring schools that have capacity and (3) a double-check of areas that could be better served at a different school based on changes since the last rezoning.

Board Policy 1.703 calls for the Board to set zoning parameters prior to any rezoning recommendation, and we are currently projecting that we will have a rezoning recommendation in November. Based on the discussion, we recommend same parameters established by the Board at the most recent rezoning:

- Minimize the impact on families as much as reasonably possible
- Maintain consistent feeder patterns as much as reasonably possible
- When possible, zone planned developments prior to construction to optimize school capacities

Staff recommends approval.

Williamson County Board of Education
Franklin, Tennessee
A RESOLUTION SUPPORTING WILLIAMSON COUNTY
TEACHERS

WHEREAS, the Williamson County Board of Education is responsible for providing a high quality public school education to its students and community; and

WHEREAS, the Williamson County Board of Education understands that its high-performing schools are necessary to the quality of life in our community, state, country and world, both today and in the future; and

WHEREAS, the Williamson County Board of Education recognizes that teacher effectiveness is the most important factor determining student growth; and

WHEREAS, the success of Williamson County students is a direct result of that teacher effectiveness; and

WHEREAS, the Williamson County Board of Education acknowledges the outstanding level of competence and professionalism our teachers uphold in their instruction and support of students; and

WHEREAS, public comments have been made by an individual unfamiliar with the high quality of Williamson County teachers disparaging both the intelligence and professionalism of teachers;

NOW, THEREFORE, BE IT RESOLVED BY THE WILLIAMSON COUNTY BOARD OF EDUCATION, that it affirms our commitment to the support of teachers and their invaluable contribution to the education of all students and to Williamson County Schools, and

BE IT FURTHER RESOLVED, that the Williamson County Board of Education encourages all members of our community to join with the board and personally express an appreciation to our teachers for their dedication and devotion to their work.

ADOPTED BY THE ELECTED WILLIAMSON COUNTY BOARD OF EDUCATION, TENNESSEE, MEETING IN REGULAR SESSION ON THE _____ DAY OF AUGUST, 2022.

Nancy Garrett, Chair

**A RESOLUTION OF THE WILLIAMSON COUNTY BOARD OF EDUCATION
SUPPORTING A STATEWIDE REVIEW AND CORRECTION OF UNNECESSARY
REQUIREMENTS ON EDUCATORS**

WHEREAS, the future well-being of the great state of Tennessee relies on a high-quality public education system that prepares all students for college, careers, citizenship and lifelong learning; and

WHEREAS, over many years, state and local governing bodies have created policies, practices, procedures, and other requirements that affect educators in Tennessee that, while the requirements may have been well-intended and in many cases helpful, Tennessee’s educators have been spending growing amounts of time, resources, and energy on these voluminous requirements; and

WHEREAS, many of the requirements have outlived their usefulness and have caused considerable collateral damage in many Tennessee schools, including driving excellent teachers out of the profession, and undermining school climate, and draining precious resources; and

WHEREAS, because educators are vital to the well-being of, not only the children, but all citizens of Tennessee, Tennesseans cannot afford for our educators to be hampered by regulatory overload that uses their valuable time, resources, training, and talent to focus on requirements not directly related to student outcomes and wellbeing; and

WHEREAS, the volume of requirements on our educators must be lowered in order to foster engaging school experiences that promote joy in learning, depth of thought and breadth of knowledge for students.

NOW, THEREFORE, BE IT RESOLVED:

The Williamson County Board of Education calls on the Governor, state legislature and state education boards and administrators to establish a comprehensive, collaborative, and thoughtful review program of Tennessee laws, rules, regulations, and policies governing teachers, to recommend improvements to reduce educator workloads to facilitate teacher focus on the mission of educating Tennessee’s children.

**ADOPTED BY THE ELECTED WILLIAMSON COUNTY BOARD OF EDUCATION,
TENNESSEE, MEETING IN REGULAR SESSION ON THE _____ DAY OF
AUGUST, 2022**

Nancy Garrett, Chair

Date

**RESOLUTION SUPPORTING OUR STUDENTS AND TEACHERS BY REQUESTING
THE TENNESSEE GENERAL ASSEMBLY TO AMEND T.C.A. 49-6-3115 TO ALLOW
SCHOOL DISTRICTS TO MAKE RETENTION DECISIONS FOR THIRD-GRADE
AND FOURTH-GRADE STUDENTS**

WHEREAS, the Williamson County Board of Education is charged with governing the school district so that all students receive the best educational opportunities in order to graduate prepared to enter a postsecondary institution or the workforce; and

WHEREAS, during its 2021 first extraordinary session, the Tennessee General Assembly adopted Public Chapter No.1, now codified as T.C.A. 49-6-3115, which provides in pertinent part that, “Beginning with the 2022-2023 school year, a student in third-grade shall not be promoted to the next grade level unless the student is determined to be proficient in English language arts (ELA) based on the student achieving a performance level rating of “on track” or “mastered” on the ELA portion of the student's most recent Tennessee comprehensive assessment program (TCAP) test”; and

WHEREAS, T.C.A. 49-6-3115 provides that, notwithstanding the aforementioned provision, a third-grade student who is not proficient in ELA as determined by the student achieving a performance level rating of “approaching” on the ELA portion of the student's most recent TCAP test may be promoted if:

- a. The student is an English language learner and has received less than two (2) years of ELA instruction;
- b. The student was previously retained in any of the grades K-3;
- c. The student is retested before beginning the next school year and scores proficient in ELA;
- d. The student attends a learning loss bridge camp before the beginning of the upcoming school year, maintains a 90% attendance rate at the camp, and the student's performance on the post-test at the end of the learning loss bridge camp demonstrates adequate growth as determined by the Department of Education; or
- e. The student is assigned a tutor through the Tennessee accelerating literacy and learning corps to provide the student with tutoring services for the entirety of the upcoming school year based on tutoring requirements established by the Department of Education; and

WHEREAS, T.C.A. 49-6-3115 provides that a third-grade student who is not proficient in ELA as determined by the student achieving a performance level rating of “below” on the ELA portion of the student's most recent TCAP test may be promoted if:

- a. The student is an English language learner and has received less than two (2) years of ELA instruction;
- b. The student was previously retained in any of the grades K-3;
- c. The student is retested before beginning the next school year and scores proficient in ELA; or

- d. The student attends a learning loss bridge camp before the beginning of the upcoming school year, maintains a ninety (90%) percent attendance rate at the camp, and is assigned a tutor through the Tennessee accelerating literacy and learning corps to provide the student with tutoring services for the entirety of the upcoming school year based on tutoring requirements established by the Department of Education; and

WHEREAS, a student who is promoted to the fourth grade pursuant to this process must show adequate growth on the fourth grade ELA portion of the TCAP test, as determined by the Department of Education, before the student may be promoted to the fifth grade; and

WHEREAS, in states that have adopted legislation regarding the retention of third-grade students, the educational outcomes for the students who have been retained have been mixed, with one reported negative outcome being that retention laws can have adverse effects on students with disabilities and at-risk students; and

WHEREAS, other than Tennessee, most, if not all, of the states that have adopted legislation regarding the retention of third-grade students have included in that legislation a provision allowing school districts to promote students who were not proficient in ELA as measured by standardized state tests but yet showed progress based on school district data, demonstrating an understanding of ELA via alternative knowledge assessments; and

WHEREAS, Tennessee’s failure to afford school districts the discretion to make retention decisions based on all school district information on each student adversely and disproportionately affects students who, for many reasons, might not perform well on standardized tests but yet demonstrate an understanding of ELA via alternative knowledge assessments.

NOW, THEREFORE, BE IT RESOLVED, that the Williamson County Board of Education urges the General Assembly to amend T.C.A. 49-6-3115 to allow school districts to make retention decisions for third-grade and fourth-grade students based upon all school district information on each student.

ADOPTED BY THE ELECTED WILLIAMSON COUNTY BOARD OF EDUCATION, TENNESSEE, MEETING IN REGULAR SESSION ON THE _____ DAY OF AUGUST 2022.

Nancy Garrett, Chair

Date