



Williamson County School Board Meeting

September 19, 2022 6:30 PM

Williamson County Administrative Complex - Auditorium

- 1. Swearing-In of newly elected School Board Members**
- 2. Call to Order**
 - a. Record Attendance
 - b. Pledge of Allegiance and a Moment of Silence
- 3. Election of School Board Chair**
- 4. Election of School Board Vice Chair**
- 5. Items of Particular Public Interest (Public Comment)**
- 6. Approval of Agenda**
- 7. Approval of Consent Agenda**
 - a. Approval of August 15, 2022, School Board Meeting Minutes
 - b. Approval of Board Policies Second Reading
 - I. 2.805 Purchasing
 - II. 3.208 Asbestos Management Plan (New)
 - III. 4.101 Instructional Standards
 - IV. 5.119 Employment of Retirees (New)
 - V. 5.200 Separation for Tenured Teachers
 - VI. 5.201 Separation Practices for Non-Tenured Teachers
 - VII. 5.701 Substitute Teachers
 - c. Recommendation for Field Trip Fee Requests
 - d. Approval of Collaborative Conferencing Team (Annual Agenda Item)
 - e. Approval of Calendar Committee Membership (Annual Agenda Item)
 - f. Budget Preparation Calendar (Board Policy 2.200) (Annual Agenda Item)
 - g. Approval of Page High School Power and Fire Alarm for Portable Classroom Change Order
- 8. Communications to the Board**
 - a. Superintendent's Report
 - I. Student, Staff and School Spotlights
 - b. Board Chair Report
- 9. New Business**
 - a. 2022 - 2023 School Board Budget
 - I. Approval General Purpose School Fund 09.22 School Health Donation - \$4,000.00

II. Approval General Purpose School Fund 09.22 SRO
Grant - \$14,187.48

III. Approval General Purpose School Fund 09.22
Transition Grant - \$204,173.00

b. Approval Board Policies for First and Final Reading

I. 4.210 Credit Recovery for Courses Taken in High School

c. Approval of Board Policies First Reading

I. 4.214 Virtual Education Program

II. 4.604 Credit for Prior Courses

d. Approval of Board Parameters School Calendar (Annual
Agenda Item)

e. Superintendent's Goals and Objectives for 2022-2023
(Annual Agenda Item)

f. Approval of FY23 ESSER 2.0 and ESSER 3.0

10. Adjournment



Williamson County School Board Meeting
August 15, 2022 6:30 PM
Williamson County Administrative Complex - Auditorium

Attendance Taken at 6:31 PM.

Mrs. Jennifer Aprea:	Present
Mr. Joshua Brown:	Absent
Mr. Dan Cash:	Present
Ms. Sheila Cleveland:	Present
Mrs. Angela Durham:	Absent
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: 9, Absent: 3.

1. Call to Order

Vice-Chair Hough called the meeting to order and chaired the meeting since Chair Garrett, attended remotely.

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

Vice Chair Haugh called on Sheriff's Deputies, Gorman and Purcell to lead the Pledge of Allegiance, followed by a moment of silence.

2. Items of Particular Public Interest (Public Comment)

The following spoke during the public comment.

Jennifer Cortez thanked the current School Board for their work.

Trisha Kucente spoke about supporting our teachers.

Aundrea Gomez spoke about the math textbook adoption process.

3. Approval of Agenda

Chairman Haugh presented the agenda for approval.

Motion Passed: Motion by Mr. Eric Welch to approve. A second was made by Mr. Eliot Mitchell.

Mr. Joshua Brown:	Absent
Mrs. Angela Durham:	Absent
Mrs. Candace Emerson:	Absent
Mr. Eliot Mitchell:	Yes
Mrs. Jennifer Aprea:	Yes
Mr. Jay Galbreath:	Yes
Ms. Sheila Cleveland:	Yes

Mr. Rick Wimberly: Yes
Mr. Eric Welch: Yes
Mr. KC Haugh: Yes
Mrs. Nancy Garrett: Yes
Mr. Dan Cash: Yes

Yes: 9, Nay: 0, Absent: 3

4. **Approval of Consent Agenda**

Chairman Haugh presented the consent agenda for approval.

Motion Passed: Motion by Mr. Eliot Mitchell to approve. A second was made by Mr. Rick Wimberly.

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

Yes: 9, Nay: 0, Absent: 3

- 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

Superintendent Golden thanked the School Board members for attending. He stated, "It's been a great start to the school year." The TCAP achievement data shows that WCS is number one in all four content areas, ELA, Math, Science, and Social Studies in grades 3-8 statewide. Growth data should be out this week.

WCS continues to recruit and retain teachers and staff. Golden said "It should be apparent from the way our students perform what we are focused on in Williamson County. We're focused on teaching and learning.

Superintendent Golden thanked Mark Samuels, Assistant Superintendent of Operation. Samuels will retire in early September.

l. Student, Staff and School Spotlights

In Student Spotlights, five students were celebrated for earning a perfect composite score on the ACT exam. Ravenwood High's Camden Walker scored a 36 composite in June, and his schoolmates Patrick Fiechtl and Malvika Rao did the same in July. Independence High's Dalton Shults also scored a composite 36 on the July exam, and Page High's Brandon Ingmire earned a true perfect score in July.

b. Board Chair Report

Chair Garrett reminded the School Board members of the required state-mandated training and to volunteer in the schools.

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

Chairman Haugh called upon Superintendent Golden who recommended approval of General Purpose School Fund Amendment 08.22 Carryforward Reserves in the amount of \$121,094.95.

Motion Passed: Motion by Mr. Dan Cash to approve. A second was made by Mrs. Jennifer Aprea.

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

Yes: 9, Nay: 0, Absent: 3

2. Approval of General Purpose School Fund Amendment: 08.22 Safe Schools Grant Carryover - \$202,450.02

Chairman Haugh called upon Superintendent Golden who recommended approval of General Purpose School Fund Amendment 08.22 Safe Schools Grant Carryover in the amount of \$202,450.02.

Motion Passed: Motion by Ms. Sheila Cleveland to approve. A second was made by Mr. Eliot Mitchell.

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

Yes: 9, Nay: 0, Absent: 3

3. Approval of General Purpose School Fund Amendment: 08.22 Middle School Stem Grant Carryover - \$10,018.20

Chairman Haugh called upon Superintendent Golden who recommended approval of General Purpose School Fund Amendment 08.22 Middle School Stem Grant Carryover in the amount of \$10,018.20.

Motion Passed: Motion by Ms. Sheila Cleveland to approve. A second was made by Mr. Eric Welch.

Mr. Joshua Brown: Absent
Mrs. Angela Durham: Absent
Mrs. Candace Emerson: Absent
Mr. Rick Wimberly: Yes

Mr. Eric Welch: Yes
Mr. KC Haugh: Yes
Mrs. Nancy Garrett: Yes
Mr. Dan Cash: Yes
Mr. Eliot Mitchell: Yes
Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Yes
Ms. Sheila Cleveland: Yes

Yes: 9, Nay: 0, Absent: 3

4. Approval of General Purpose School Fund Amendment: 08.22 Governors Give Grant Carryover - \$717,420.00

Chairman Haugh called upon Superintendent Golden who recommended approval of General Purpose School Fund Amendment 08.22 Governors Give Grant Carryover in the amount of \$717,420.00.

Motion Passed: Motion by Mr. Rick Wimberly to approve. A second was made by Mrs. Jennifer Aprea.

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

Yes: 9, Nay: 0, Absent: 3

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

Chairman Haugh called upon Superintendent Golden who recommended approval of General Purpose School Fund Amendment 08.22 Transition Grant Carryover in the amount of \$34,632.00.

Motion Passed: Motion by Mr. Eric Welch to approve. A second was made by Mrs. Jennifer Aprea.

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

Yes: 9, Nay: 0, Absent: 3

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

Chairman Haugh called upon Superintendent Golden who recommended approval of Cafeteria Fund Amendment 08.22 NSLP-Supply Chain Assistant in the amount of \$825,284.21.

Motion Passed: Motion by Mr. Rick Wimberly to approve. A second was made by Mr. Eliot Mitchell.

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

Yes: 9, Nay: 0, Absent: 3

Motion Passed: Motion by Mr. Rick Wimberly to approve. A second was made by Mr. Eliot Mitchell.

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

Yes: 9, Nay: 0, Absent: 3

II. Operations

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

Chairman Haugh called upon Superintendent Golden who recommended approval of General Purpose School Fund Amendment 09.22 Human Resources and Payroll Job Additions in the amount of \$264,562.00.

Motion Passed: Motion by Mr. Eliot Mitchell to approve. A second was made by Mr. Rick Wimberly.

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

Mr. Eric Welch: Yes
Mr. KC Haugh: Yes
Mrs. Nancy Garrett: Yes
Mr. Dan Cash: Yes
Yes: 9, Nay: 0, Absent: 3

III. Capital Projects

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

Chairman Haugh called upon Superintendent Golden who recommended approval of Education Capital Project Fund Amendment 08.22 Intracategory Ravenwood High Addition in the amount of \$205,000.00.

Motion Passed: Motion by Mr. Eliot Mitchell to approve. A second was made by Mrs. Jennifer Aprea.

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

Yes: 9, Nay: 0, Absent: 3

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

Chairman Haugh called upon Superintendent Golden who recommended approval of Education Capital Project Fund Amendment 08.22 Intracategory Elementary East in the amount of \$400,000.00.

Motion Passed: Motion by Mrs. Jennifer Aprea to approve. A second was made by Mr. Eric Welch.

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

Yes: 9, Nay: 0, Absent: 3

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

Chairman Haugh called upon Superintendent Golden who recommended approval of Education Capital Project Fund Amendment 09.22 GPS Transfer to Capital Projects for East Elementary Cox in the amount of \$4,000,000.00.

Motion Passed: Motion by Mr. Eliot Mitchell to approve. A second was made by Mrs. Jennifer Aprea.

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

Yes: 9, Nay: 0, Absent: 3

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

Chairman Haugh called upon Superintendent Golden who recommended approval of Education Capital Project Fund Amendment 09.22 Transfer to Capital Projects for Summit High Addition in the amount of \$282,000.00.

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

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

Yes: 9, Nay: 0, Absent: 3

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

Chairman Haugh called upon Superintendent Golden who recommended approval of Education Capital Project Fund Intent to Fund 09.22 Page High Phase 4.

Motion Passed: Motion by Mrs. Jennifer Aprea to approve. A second was made by Mr. Dan Cash.

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

Ms. Sheila Cleveland: Yes

Mr. Rick Wimberly: Yes

Yes: 9, Nay: 0, Absent: 3

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

I. 1.102 Board Members Legal Status

Chairman Haugh called upon Superintendent Golden who recommended approval of Board Policy 1.102 Board Members Legal Status on first and final reading

Motion Passed: Motion by Mr. Eric Welch to approve the policy on first and final reading and waive the second reading. A second was made by Mrs. Jennifer Aprea.

Mr. Joshua Brown: Absent

Mrs. Angela Durham: Absent

Mrs. Candace Emerson: Absent

Mr. KC Haugh: Yes

Mrs. Nancy Garrett: Yes

Mr. Dan Cash: Yes

Mr. Eliot Mitchell: Yes

Mrs. Jennifer Aprea: Yes

Mr. Jay Galbreath: Yes

Ms. Sheila Cleveland: Yes

Mr. Rick Wimberly: Yes

Mr. Eric Welch: Yes

Yes: 9, Nay: 0, Absent: 3

II. 3.202 Emergency Preparedness Plan

Chairman Haugh called upon Superintendent Golden who recommended approval of Board Policy 3.202 Emergency Preparedness Plan on first and final reading

Motion Passed: Motion by Mr. Eric Welch to approve the policy on first and final reading and waive the second reading. A second was made by Mrs. Jennifer Aprea.

Mr. Joshua Brown: Absent

Mrs. Angela Durham: Absent

Mrs. Candace Emerson: Absent

Mrs. Nancy Garrett: Yes

Mr. Dan Cash: Yes

Mr. Eliot Mitchell: Yes

Mrs. Jennifer Aprea: Yes

Mr. Jay Galbreath: Yes

Ms. Sheila Cleveland: Yes

Mr. Rick Wimberly: Yes

Mr. Eric Welch: Yes

Mr. KC Haugh: Yes

Yes: 9, Nay: 0, Absent: 3

III. 4.600 Report Cards and Grading Systems

Chairman Haugh called upon Superintendent Golden who recommended approval of Board Policy 4.600 Report Cards and Grading Systems on first and final reading

Motion Passed: Motion by Mr. Eric Welch to approve on first and final reading and waive the second reading. A second was made by Mr. Eliot Mitchell.

Mr. Joshua Brown: Absent

Mrs. Angela Durham: Absent

Mrs. Candace Emerson: Absent

Mr. Dan Cash: Yes

Mr. Eliot Mitchell: Yes

Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Yes
Ms. Sheila Cleveland: Yes
Mr. Rick Wimberly: Yes
Mr. Eric Welch: Yes
Mr. KC Haugh: Yes
Mrs. Nancy Garrett: Yes

Yes: 9, Nay: 0, Absent: 3

IV. 6.200 Attendance

Chairman Haugh called upon Superintendent Golden who recommended approval of Board Policy 6.200 Attendance on first and final reading

Motion Passed: Motion by Mr. Eric Welch to approve the policy on first and final reading and waive the second reading. A second was made by Ms. Sheila Cleveland.

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

Yes: 9, Nay: 0, Absent: 3

V. 6.409 Reporting Child Abuse

Chairman Haugh called upon Superintendent Golden who recommended approval of Board Policy 6.409 Reporting Child Abuse on first and final reading

Motion Passed: Motion by Mr. Eric Welch to approve on first and final reading and waive the second reading. A second was made by Mrs. Jennifer Aprea.

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

Yes: 9, Nay: 0, Absent: 3

c. Board Policies First Reading (10 Minutes)

I. 2.805 Purchasing

Chairman Haugh called upon Superintendent Golden who recommended approval of Board Policy 2.805 Purchasing on first reading.

Motion Passed: Motion by Mrs. Jennifer Aprea to approve. A second was made by Mr. Rick Wimberly.

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

Yes: 9, Nay: 0, Absent: 3

II. 3.208 Asbestos Management Plan (New)

Chairman Haugh called upon Superintendent Golden who recommended approval of Board Policy 3.208 Asbestos Management Plan (NEW) on first reading.

Motion Passed: Motion by Mr. Dan Cash to approve. A second was made by Mrs. Jennifer Aprea.

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

Yes: 9, Nay: 0, Absent: 3

III. 4.101 Instructional Standards

Chairman Haugh called upon Superintendent Golden who recommended approval of Board Policy 4.101 Instructional Standards on first reading.

Motion Passed: Motion by Mr. Eric Welch to approve. A second was made by Mrs. Jennifer Aprea.

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

Yes: 9, Nay: 0, Absent: 3

IV. 4.401 Textbooks and Instructional Materials

Chairman Haugh called upon Superintendent Golden who recommended approval of Board Policy 4.401 Textbooks and Instructional Materials on first reading.

Motion Passed: Motion by Mr. Eliot Mitchell to approve. A second was made by Mr. Eric Welch.

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

Yes: 9, Nay: 0, Absent: 3

V. 4.403 Library Materials

Chairman Haugh called upon Superintendent Golden who recommended approval of Board Policy 4.403 Library Materials on first reading.

Motion Passed: Motion by Mr. Eliot Mitchell to approve. A second was made by Mr. Eric Welch.

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

Yes: 9, Nay: 0, Absent: 3

VI. 5.119 Employment of Retirees (New)

Chairman Haugh called upon Superintendent Golden who recommended approval of Board Policy 5.119 Employment of Retirees (NEW) on first reading.

Motion Passed: Motion by Ms. Sheila Cleveland to approve. A second was made by Mr. Rick Wimberly.

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

Mr. KC Haugh: Yes

Yes: 9, Nay: 0, Absent: 3

VII. 5.200 Separation for Tenured Teachers

Chairman Haugh called upon Superintendent Golden who recommended approval of Board Policy 5.200 Separation for Tenured Teachers on first reading.

Motion Passed: Motion by Mr. Eliot Mitchell to approve. A second was made by Mrs. Jennifer Aprea.

Mr. Joshua Brown: Absent

Mrs. Angela Durham: Absent

Mrs. Candace Emerson: Absent

Mr. Dan Cash: Yes

Mr. Eliot Mitchell: Yes

Mrs. Jennifer Aprea: Yes

Mr. Jay Galbreath: Yes

Ms. Sheila Cleveland: Yes

Mr. Rick Wimberly: Yes

Mr. Eric Welch: Yes

Mr. KC Haugh: Yes

Mrs. Nancy Garrett: Yes

Yes: 9, Nay: 0, Absent: 3

VIII. 5.201 Separation Practices for Non-Tenured Teachers

Chairman Haugh called upon Superintendent Golden who recommended approval of Board Policy 5.201 Separation Practices for Non-Tenured Teachers on first reading.

Motion Passed: Motion by Mr. Eliot Mitchell to approve. A second was made by Mrs. Jennifer Aprea.

Mr. Joshua Brown: Absent

Mrs. Angela Durham: Absent

Mrs. Candace Emerson: Absent

Mr. Eliot Mitchell: Yes

Mrs. Jennifer Aprea: Yes

Mr. Jay Galbreath: Yes

Ms. Sheila Cleveland: Yes

Mr. Rick Wimberly: Yes

Mr. Eric Welch: Yes

Mr. KC Haugh: Yes

Mrs. Nancy Garrett: Yes

Mr. Dan Cash: Yes

Yes: 9, Nay: 0, Absent: 3

IX. 5.701 Substitute Teachers

Chairman Haugh called upon Superintendent Golden who recommended approval of Board Policy 5.701 Substitute Teachers on first reading.

Motion Passed: Motion by Mr. Eric Welch to approve. A second was made by Mrs. Jennifer Aprea.

Mr. Joshua Brown: Absent

Mrs. Angela Durham: Absent

Mrs. Candace Emerson: Absent

Mrs. Jennifer Aprea: Yes

Mr. Jay Galbreath: Yes

Ms. Sheila Cleveland: Yes

Mr. Rick Wimberly: Yes

Mr. Eric Welch: Yes

Mr. KC Haugh: Yes

Mrs. Nancy Garrett: Yes

Mr. Dan Cash: Yes

Mr. Eliot Mitchell: Yes

Yes: 9, Nay: 0, Absent: 3

d. Policies for Deletion First Reading (5 minutes)

I. 4.400 Instructional Materials

Chairman Haugh called upon Superintendent Golden who recommended approval to delete Board Policy 4.400 Instructional Materials on first reading.

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

Mr. Joshua Brown: Absent

Mrs. Angela Durham: Absent

Mrs. Candace Emerson: Absent

Mr. Jay Galbreath: Yes

Ms. Sheila Cleveland: Yes

Mr. Rick Wimberly: Yes

Mr. Eric Welch: Yes

Mr. KC Haugh: Yes

Mrs. Nancy Garrett: Yes

Mr. Dan Cash: Yes

Mr. Eliot Mitchell: Yes

Mrs. Jennifer Aprea: Yes

Yes: 9, Nay: 0, Absent: 3

II. 4.402 Selection of Instructional Materials

Chairman Haugh called upon Superintendent Golden who recommended approval to delete Board Policy 4.402 selection of Instructional Materials on first reading

Motion Passed: Motion by Mrs. Jennifer Aprea to approve. A second was made by Mr. Eliot Mitchell.

Mr. Joshua Brown: Absent

Mrs. Angela Durham: Absent

Mrs. Candace Emerson: Absent

Ms. Sheila Cleveland: Yes

Mr. Rick Wimberly: Yes

Mr. Eric Welch: Yes

Mr. KC Haugh: Yes

Mrs. Nancy Garrett: Yes

Mr. Dan Cash: Yes

Mr. Eliot Mitchell: Yes

Mrs. Jennifer Aprea: Yes

Mr. Jay Galbreath: Yes

Yes: 9, Nay: 0, Absent: 3

e. 2023-2024 Rezoning Parameters

Chairman Haugh called upon Superintendent Golden, who recommended approval to accept the Rezoning Parameters for the 2023-2024 rezoning.

Motion Failed: Motion by Mr. Eliot Mitchell to approve. A second was made by Mrs. Jennifer Aprea.

Mr. Joshua Brown: Absent

Mrs. Angela Durham: Absent

Mrs. Candace Emerson: Absent

Mr. Dan Cash: Yes

Mr. Eliot Mitchell: Yes

Mrs. Jennifer Aprea: Yes

Mr. Jay Galbreath: Yes

Ms. Sheila Cleveland: Yes
Mr. Rick Wimberly: Nay
Mr. Eric Welch: Nay
Mr. KC Haugh: Nay
Mrs. Nancy Garrett: Yes

Yes: 6, Nay: 3, Absent: 3

f. Proposed Resolutions

I. Resolution in Support of WCS Teachers

Chairman Haugh called upon Superintendent Golden who recommended approval of Resolution in Support of WCS Teachers.

Motion Passed: Motion by Mr. Eliot Mitchell to approve. A second was made by Mrs. Jennifer Aprea.

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

Yes: 9, Nay: 0, Absent: 3

II. Resolution to Review State Requirements Affecting Educators

Chairman Haugh called upon Superintendent Golden who recommended approval of Resolution to Review State Requirements Affecting Educators.

Motion Passed: Motion by Mr. Rick Wimberly to approve. A second was made by Ms. Sheila Cleveland.

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

Yes: 9, Nay: 0, Absent: 3

III. Third Grade Retention Law

Chairman Haugh called upon Superintendent Golden who recommended approval of Resolution Third Grade Retention Law.

Motion Passed: Motion by Ms. Sheila Cleveland to approve. A second was made by Mr. Rick Wimberly.

Mr. Joshua Brown: Absent
Mrs. Angela Durham: Absent
Mrs. Candace Emerson: Absent

Mrs. Nancy Garrett:	Yes
Mr. Dan Cash:	Yes
Mr. Eliot Mitchell:	Yes
Mrs. Jennifer Aprea:	Yes
Mr. Jay Galbreath:	Yes
Ms. Sheila Cleveland:	Yes
Mr. Rick Wimberly:	Yes
Mr. Eric Welch:	Yes
Mr. KC Haugh:	Yes

Yes: 9, Nay: 0, Absent: 3

Superintendent Golden and Chairman Haugh thanked Candy Emerson and Nancy Garrett for their service. This is the last meeting for both members.

A Point of Privilege was made by Madam Chair Garrett. Garrett was appreciative of the honor. She asked the community to continue their support of Williamson County Schools.

7. Adjournment

There being no further business, Chairman Haugh adjourned the meeting at 8:33 p.m.

Chairperson

Superintendent

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); *TCA 12-3-1212*
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); *TCA 12-3-1212*
4. TCA 29-20-407; TCA 12-3-1209; TCA 12-4-107; *TCA 12-3-1209*
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; TCA 49-6-2206*
3. *TRR/MS 0520-12-04*

Cross References

Textbooks and Instructional Materials 4.401

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. ***TCA 49-5-409(b)***
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~~

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
35149	4/12/2023	4/16/2023	8/4/2022	Brentwood High	Choral NYC Performance	Fine Arts	Chorus/Choir	0	New York City - Lincoln Center
Notes/Fees over100. This proposal was created by Harmony Tours. Students will leave after school on Wednesday and travel by plane to New York City. While there, students will rehearse with other choirs from across the country Thursday, Friday and perform at Lincoln Center on Saturday night. They will also attend a Broadway show, visit the National History Museum, and the 9/11 Memorial. Rate per quad occupancy is \$2,039. which includes transportation, hotel, breakfasts, metro cards, admission into all museums and shows, several lunches and dinners. The choir will host fundraiser opportunities to help with these costs.									
35177	3/13/2023	3/16/2023	9/2/2022	Spring Station Middle	SSMS NY Trip	Fine Arts	8th grade	55	New York City
Notes/Fees over100. COST PER STUDENT IS \$1492.00.FUNDRAISING WILL OCCER WHICH WILL OFFSET THE FINAL COST PER STUDENT. A PAYMENT SCHEDULE HAS BEEN ARRANGED WITH THE TRAVEL AGENCY TO ALLOW FOR 5 INSTALLMENT PAYMENTS. NO BUSES NEEDED									



TO: Williamson County Board of Education
FROM: Jason Golden
DATE: September 15, 2022
RE: Recommendation for appointment of Management Team for Collaborative Conferencing, PECCA

WCS is in the 1st year of the Three Year MOU with the WCEA. This year, we have the responsibility to discuss potential changes, including pay, benefits and working conditions. Our annual Agenda calls for selection of our management team this month. I recommend the following personnel to the Board of Education as the Management Team to discuss MOU terms for the 2023-2024 school year:

Leigh Webb, Assistant Superintendent for Secondary Schools

Juli Oyer, Assistant Superintendent for Elementary Schools

David Allen, Assistant Superintendent for Teaching, Learning & Assessment

Rachel Farmer, Chief Financial Officer

Vickie Robbins, Assistant Chief Financial Officer

Vickie Hall, Assistant Superintendent for Human Resources

Dana Ausbrooks, General Counsel

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: Leigh Webb, Assistant Superintendent of Secondary Schools

DATE: September 1, 2022

RE: Recommendations for Calendar Committee

The following individuals are recommended to serve on the calendar committee for the 2023-24 school year as nominees by the Superintendent of Schools:

Laurette Carle, Executive Director of TLA
Kevin Deck, Assessment Analyst
Juli Oyer, Assistant Superintendent of Elementary Schools
Leigh Webb, Assistant Superintendent of Secondary Schools
Angela Mull, WCS Parent

In addition, the WCEA has recommended the following educators from across the district to serve on the committee:

Laura Kleman, Sunset Middle School & WCEA President
Patrick Toth, Page High School & High School Representative
Judy Kleiner, Mill Creek Middle School & Middle School Representative
Beverly Purvis, Westwood Elementary School & Elementary Representative
Angela Frederick, Nolensville High School & WCEA Secretary

Staff recommends approval of the Calendar Committee members as listed.

**Williamson County Board of Education
2022-2023 Budget Preparation Timeline**

Dates	Process	Responsible Parties
2022		
September		
September 26th	HR distribute to Department heads worksheet for personnel request	HR
September Work Session (9/15/22)	Presentation of Timeline for consideration	CFO
October		
Month of October	Open General Purpose Budget Entry in Munis for Director input	CFO
October Staff Meeting	Superintendent guidelines for budget prep to staff aligning to boards strategic plan	Superintendent
November		
November	Asst. Superintendents gather input from Principals at Nov Admin meeting	Asst. Superintendents/Principals
November	Enrollment work to begin with Principals Input	Zoning Specialist/Principals
All of November	Depts. To meet with appropriate Asst. Supers and input recommended changes/cuts to their budgets for Cabinet Review	Dept heads/Asst Supers
November 28th	Dept. Heads final day for HR requests to HR (Must have been reviewed and approved by supervisors prior to submitting)	Dept Heads/HR
November 28th	Dept. Heads final day for operational input (in Munis)	Dept. Directors/Managers
December		
December	HR compile list of new requests by department for use in Department Review	HR
Month of December	Maintenance , Technology , Safety, Major operational capital requests complied by respective departments	Maintenance/Tech/Safety/Depts/Principals
December 10th	Drop dead date for Student Enrollment projections to Cabinet for use in personnel calculations	CFO/Zoning Specialist/HR
December 17th	Drop dead date for Budget Entry in MUNIS	Asst. Superintendents
Month of December	Departmental budgets provided to directors for final review. DEPARTMENTS TO USE 21-22 ENROLLMENT PROJECTIONS for enrollment type projections	CFO
2023		
January		
January 11th	Final day that Maint, TECH, Safety Capital requests reviewed with Asst. Superintendents for their input/cuts and approval.	IT and Maintenance/Asst Superintendents
Weeks of January 9th and 16th	Assistant Supers Meet with Jason, Vickie H and Rachel - bring in departmental leads if needed	Super/HR/CFO/Individual Assist. Super
January 23rd	Leadership meets to go over total budget review of Personnel requests, followed by Operational requests for final cuts	CFO with Superintendent and Asst Supers
FEBRUARY		
First week of February	Personnel approved by cabinet added to PCR by CFO to finalize PCR for budget calculations	CFO/HR
First week of February	Compilation of budget	CFO
February prior to distribution	Second review of total budget , if necessary by Leadership, for compliance with budget guidance from county and changes if necessary	Noted
Last Week of February	Distribution of Budget to the Board	CFO
Last Week of February	INITIAL BOARD WORKSHOP PER SCHOOL BOARD IF REQUESTED	Board/Cabinet
MARCH		
March 23 ,2023 Prior to Work Session	SECOND BOARD WORKSHOP PRIOR TO BD WORKSHOP IF NEEDED	Board/Cabinet
March 27, 2023	Regular School Board meeting (Budget approval)	Board
APRIL		
April 3, 2023	Submit to Co. Mayor	CFO
April-May to be determined by County	Education and Budget Committees of Commission First Review of Budget	Committees/Superintendent/CFO
April 24, 2023	2nd Review of budget by Education	Education Committee/Superintendent/CFO
May		
May to be determined by County	2nd Review of budget by budget	Budget Committee? Superintendent/CFO
JUNE		
June 8 tentative	Public Hearing on Budget (date set by county , may change)	Budget Committee/Public
JULY		
6/26/2023 TENTATIVE	Commission Approval 9:00 a.m.	Superintendent/CFO



MEMORANDUM

September 8, 2022

TO: Williamson County Board of Education

**CC: Jason Golden, Superintendent of School
Gary Anderson, Executive Director Health and Safety**

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

**RE: Page High School
Power and Fire Alarm Connections for Portable Classrooms**

The Page High School Phase III Construction project began in December 2021. Included in the project was the demolition of a number of classrooms. Eight portable classrooms were approved by the Williamson County Planning Commission to be added to compensate for the loss of classrooms. Prior to construction, it was anticipated that the Maintenance Department would complete the necessary power and fire alarm connections for the portable classrooms.

Due to the number of portable classrooms that the Maintenance Department installed for the 2022-23 school year across the District, the Page High School Phase III General Contractor was asked to provide a cost to complete the power and fire alarm connections. The cost for the work is \$63,632.07. This cost was evaluated by the design team and compared with costs incurred by the Maintenance Department for other portables. It was determined that the price submitted by the contractor was acceptable.

We are requesting a change order in the amount of \$63,632.07. We have previously worked with the contractor to identify a number of deduct change orders. Currently, the net change to the construction contract is -\$500,128.18. Therefore, there is available funding in the project budget to cover this change order. Staff recommends approval.



AIA Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*
Page High School Phase III Addition & Renovation
6281 Arno Rd, Franklin, TN 37064

CONTRACT INFORMATION:
Contract For: General Construction
Date: 12/08/2021

CHANGE ORDER INFORMATION:
Change Order Number: 005
Date: 09/06/2022

OWNER: *(Name and address)*
Williamson County Schools
1320 West Main Street
Suite 202
Franklin TN 37064

ARCHITECT: *(Name and address)*
Goodwyn Mills Cawood
3310 West End Ave
Suite 420
Nashville TN 37203

CONTRACTOR: *(Name and address)*
R.G. Anderson
1801 West End Ave, Suite 1800
Nashville TN, 37203

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Power and Fire Alarm to Classroom Trailers

The original Contract Sum was	\$ 24,989,000.00
The net change by previously authorized Change Orders	\$ -500,128.18
The Contract Sum prior to this Change Order was	\$ 24,488,871.82
The Contract Sum will be increased by this Change Order in the amount of	\$ 63,632.07
The new Contract Sum including this Change Order will be	\$ 24,552,503.89

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be April 14, 2023

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Goodwyn Mills Cawood
ARCHITECT *(Firm name)*

SIGNATURE

Chase Turpin
PRINTED NAME AND TITLE

9-6-2022
DATE

R.G. Anderson
CONTRACTOR *(Firm name)*

SIGNATURE

W. Craig Johnson
PRINTED NAME AND TITLE

9/07/2022
DATE

Williamson County Schools
OWNER *(Firm name)*

SIGNATURE

Eric Gardner
PRINTED NAME AND TITLE

DATE

RGANDERSON

CONTRACTORS **ENGINEERS**

1801 West End Avenue * Suite 1800 * Nashville, Tennessee 37203
PHONE: 615-329-1789 FAX: 615-321-4555

PROPOSAL FOR CHANGE ORDER

PROJECTS:	Page High School Phase III	PROPOSAL NUMBER:	Five (5)
LOCATION:	Franklin, TN	DATE OF PROPOSAL:	August 15, 2022
OWNER:	Williamson County Schools	RGA PROJECT NUMBER:	P-3108
ARCHITECT:	Goodwyn Mills Cawood	ARCHITECT PROJECT NUMBER:	ANAS180028

PER YOUR REQUEST, THE FOLLOWING SUMMARIZES THE SCOPE OF WORK AND ITEMIZES COST AND TIME CHANGES TO THE CONTRACT.

DESCRIPTION OF CHANGE:

Power and Fire Alarm to Classroom Trailers (Add for Additional Scope)

Total Cost of Proposed Change:	<u>\$63,632.07</u>
Calendar days of extension of time requested:	<u>Zero (0)</u>

The prompt approval or rejection of this proposal is requested so that materials may be purchased if required and the change can be incorporated into the scope of work. Signatures in the spaces provided below will indicate your intent or to issue a Change Order to the Contract in the amount shown above.

SUBMITTED BY:
R.G. ANDERSON COMPANY, INC.

OWNER'S AUTHORIZED REPRESENTATIVE:

BY:	<u>Robert Anderson</u>	BY:	_____
TITLE:	<u>Sr. Project Manager</u>	TITLE:	_____
DATE:	<u>August 15, 2022</u>	DATE:	_____

AMENDMENT:

APPROPRIATING \$14,187.48 FROM THE SCHOOL RESOURCE OFFICER GRANT

WHEREAS, the Board of Education has received a grant from the state which is used along with county funds to fund a portion of the new SRO program for the fourth year at Creekside Elementary; and

WHEREAS, the amount of funding from the state is for new SRO's only; and

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of Education meeting in regular session on September 19, 2022, approve and amend the **2022-2023** General Purpose School Fund budget as follows:

Revenue

141.40000.465900.	Other State Ed-Safe Schools	\$14,187.48
381.00.31.G2280		

Expenditure

141.72130.530900.45	Contracts with Govt Agencies	\$14,187.48
7.G2280		

ACTION TAKEN:

School Board Vote: **Yes**_____ **No**_____

Amendment:

**AMENDING THE 2022-2023 GENERAL PURPOSE SCHOOL FUND BUDGET BY \$204,173
FOR STATE TRANSITION GRANT**

WHEREAS, we receive a State Transition grant for the Student Support Services Department which funds a transition teacher and three workplace readiness specialists; and

WHEREAS, these funds run on an October - September timeline like federal funds and this adjustment adds the revenue we will receive this year with related expenditures; and

WHEREAS, since this grant runs on a different fiscal year than the normal General Purpose 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 September 19, 2022, approve and amend the **2022-2023** General Purpose School fund budget in the following manner:

Revenue		
141.471390.G7250	Other State Funds	\$204,173
Expenditures		
141.71200.511600.389.G7250	Teacher	\$53,072
141.71200.520100.389.G7250	FICA	3,290
141.71200.520400.389.G7250	Pension	4,177
141.71200.520600.389.G7250	Life Ins	41
141.71200.520700.389.G7250	Medical	11,450
141.71200.520800.389.G7250	Dental	500
141.71200.521200.389.G7250	Medicare	770
141.71200.521700.389.G7250	Retire-Hybrid Stabilization	600
141.71300.518900.389.G7250	Other Salaries and wages	81,900
141.71300.520100.389.G7250	FICA	5,078
141.71300.520400.389.G7250	Pension	6,135
141.71300.520600.389.G7250	Life Ins	123
141.71300.520700.389.G7250	Medical	34,350
141.71300.520800.389.G7250	Dental	1,500
141.71300.521200.389.G7250	Medicare	1,187
	Total	<hr/> \$204,173 \$204,173

ACTION TAKEN:

School Board Vote

Yes _____

No _____

Williamson County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Credit Recovery for Courses Taken in High School	Descriptor Code: 4.210	Issued Date: 06/17/19
		Rescinds:	Issued:

1 **GENERAL¹**

2

3 The Superintendent of Schools shall ensure that credit recovery facilitators receive training regarding
4 course organization, online instruction management, and related technology.

5 Credit recovery teachers shall comply with all State Board of Education certification requirements.¹

6 **ADMISSION AND REMOVAL²**

7 No student shall be admitted to or otherwise enrolled in credit recovery courses unless:

8

- 9 1. The student's parent/guardian gives written consent for the student to enroll in the proposed
10 credit recovery course. Parent(s)/guardian(s) should be informed that not all postsecondary
11 institutions will accept credit recovery courses for credit and that the NCAA Clearinghouse will
12 not accept credit recovery courses for credit; and
- 13 2. The student has previously taken an initial, non-credit recovery section of the proposed course.
14 Credit recovery is designed to be a remediation option for students, and a credit recovery
15 course shall not be the first time a student is exposed to the course content.
- 16 3. The student mastered at least fifty percent (50%) of the course standards as evidenced by the
17 course grade in non-credit recovery section of the course or a diagnostic assessment. Students
18 who mastered below fifty percent (50%) of the course standards as evidenced by the course
19 grade in a non-credit recovery section of the course or a diagnostic assessment, must re-take the
20 course.

21 If a student is seeking to recover credit for the first semester of a two-semester course, the student may
22 not receive the full credit for the course until he/she has enrolled in and passed the second semester of
23 the course and taken any applicable End of Course examinations.

24 The Board shall track students enrolled in credit recovery courses as directed by the Tennessee
25 Department of Education.

26 **INSTRUCTION AND CONTENT¹**

27 Credit recovery teachers shall work closely with credit recovery facilitators to correlate class content
28 and instruction.

1 The Superintendent of Schools shall ensure that all credit recovery courses:

- 2 1. Align with Tennessee’s current academic standards for the relevant course content area, as
3 approved by the State Board of Education; and
4
- 5 2. Differentiate instruction to address individual student growth needs based on diagnostic
6 assessment or End of Course data.

7 Students in credit recovery programs shall:

- 8 1. Complete a course skill-specific diagnostic to determine skill-specific goals;
9
- 10 2. Meet individual skill-specific goals in a flexible time frame as established by identified student
11 need; and
12
- 13 3. Master all individualized skill-specific goals as established by the diagnostic process in order to
14 earn credit.
15

16 **GRADES³**

17 Students passing credit recovery shall receive a grade of *sixty percent (60%)*. ~~seventy percent (70%)~~.

18 Grades awarded in credit recovery courses shall adhere to the State Board of Education’s Uniform
19 Grading Policy.

Legal References

1. State Board of Education Policy 2.103(VII)(2)
2. State Board of Education Policy 2.103(VII)(3)
3. State Board of Education Policy 2.103(VII)(5)(e)

Cross References

Grading System 4.600
Promotion and Retention 4.603

Williamson County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Virtual Education Program	Descriptor Code: 4.214	Issued Date: 01/18/22
		Rescinds: 4.214	Issued: 09/20/21

1 *General*

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

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

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

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

- 12 1. Continuity of educational service for students who are homebound;⁴ ~~and~~
- 13 2. Continuity of educational service for students who are quarantining; *and*⁵
- 14 3. *Up to two (2) days per semester for continuity of educational service when the district utilizes*
15 *remote instruction due to dangerous or extreme weather conditions, a serious outbreak of*
16 *illness affecting or endangering students or staff, or during the administration of end of*
17 *course examinations or other examinations as allowed per state law.*⁶

20 **ELIGIBILITY AND PARTICIPATION REQUIREMENTS**

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

- 24 1. Attendance;
 - 25 2. Grades; and
 - 26 3. Behavioral record.
- 27
28
29

1 ATTENDANCE

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

4 Methods of confirming student attendance shall include two or more of the following:

- 5 1. Students participating in a phone call with a teacher, with parent/guardian support as
6 appropriate for the age of the student;
7
- 8 2. Students participating in synchronous virtual instruction;
9
- 10 3. Students completing work in a learning management system;
11
- 12 4. Students submitting work via hard-copy or virtual formats; or
13
- 14 5. Student completion of an online assessment.

15 REMOVAL FROM VIRTUAL EDUCATION PROGRAM

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

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

- 20 1. Notification of parent/guardian; and
21
- 22 2. One-on-one assessment conducted by the principal/designee regarding any learning needs and
23 academic performance.

Legal References

1. TRR/MS 0520-01-03-.05(2)
2. TCA 49-1-104(h); State Board of Education Policy 3.206
3. TCA 49-16-101; TRR/MS 0520-01-03-.05(2)(a)
4. TRR/MS 0520-01-02-.10; TRR/MS 0520-01-09-.07
5. TRR/MS 0520-01-13-.01(1)(d)(1)
6. ***TCA 49-6-3004***

Cross References

- Homebound Instruction 4.206
Credit Recovery 4.210

Williamson County Board of Education

Monitoring: Review: Annually, in December	Descriptor Term: Credit for Prior Courses	Descriptor Code: 4.604	Issued Date: 09/20/21
		Rescinds: 4.604	Issued: 06/17/19

1 Students enrolled in grades 9 -12 who have completed a course equivalent to a high school level course
2 may earn high school credit toward graduation. Students may earn credit toward graduation upon passing
3 a comprehensive written examination in accordance with standards determined as follows:¹

- 4 1. The examination shall provide evidence that the students have mastered all of the terminal
5 objectives in the applicable curriculum framework adopted by the State Board of Education and
6 shall be scored and graded on the same scale as for high school students who enroll in the
7 course for which credit is being given.
8
- 9 2. Students must score ~~70 or better on~~ *proficient as determined by* the comprehensive written
10 examination in order to receive credit toward high school graduation.
11
- 12 3. The course name and a course grade of pass will be entered on the high school transcript with
13 the notation “Cr. Ex.” for Credit by Exam beside the course.
14
- 15 4. Students eligible to test for credit may include students transferring from a district which does
16 not place high school courses taken at the middle school level on the high school transcript or
17 beginning 9th grade students with no high school transcript. The WCS school must, however,
18 receive an official grade report along with documentation from the previous school that
19 confirms that the student has completed a high school level course at the middle school level
20 before testing for credit can occur.
21
- 22 5. In order for a student to test for credit, the WCS school must receive an official grade report
23 with documentation from the previous school to confirm the student has completed a course for
24 high school credit.

Legal References

1. TCA 49-6-1202; State Board of Education Policy 2.102



TO: Williamson County Board of Education

FROM: Jason Golden

DATE: September 15, 2022

RE: 2023-2024 Calendar Parameters

Board Policy 1.800, School Calendar, requires the Board to consider parameters to the school calendar by September of each year. For the past few years, the Board elected not to establish parameters but rather to consider the calendar brought from the recommendation of the calendar committee.

If you choose to have parameters, the parameters established by consensus at the Board work session will form the basis for the item. The Board may then adopt or amend the item at the full Board meeting on September 19, 2022.

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



MEMORANDUM

TO: Williamson County School Board

FROM: Jason A. Golden, Superintendent

DATE: August 16, 2022

RE: Superintendent's Goals and Objectives

The following are the proposed goals for the Superintendent for 2022-2023, with revised language based on early feedback. Last year, the Board first reviewed the proposed goals in August and voted on them in September. We recommend the same process for this year.

1. Lead the Board of Education in a community-wide effort to develop and adopt a new District Strategic Plan for 2023-2027, through securing participation from all WCS stakeholder groups. This plan will include primary strategic priorities and supporting actions
2. Present a fiscally sound 2023-24 staffing and pay plan for the 2023 budget to address this region's market changes, optimizing use of the projected new TISA funding, recent increases in sales tax revenue, and priorities identified through the strategic planning process.
3. Present a plan to improve faculty and staff job satisfaction and staffing retention, utilizing data obtained through the Gallup Q12 survey, priorities identified through the strategic planning process and any additional staff feedback obtained by WCS leadership.

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: Jason Golden, Superintendent

CC: Rachel Farmer, Assistant Superintendent of Budget and Finance
Laurette Carle, Executive Director of Teaching, Learning and Assessment

DATE: September 19, 2022

RE: Approval of ePlan Elementary and Secondary School Emergency Relief Fund (ESSER 3.0) under the American Rescue Plan Act (ARPA) of 2021 Public Plan for Remaining Funds.

This memo is to request the approval of the FY2023 Federal Fund 142 ePlan Application and Budget for year two (of three) of ESSER 3.0 (American Rescue Plan Act, ARPA) with the following statement, allowing superintendent approval of revisions and amendments:

“The Williamson County Board of Education approves the FY2023 ePlan Application and Budget for the Elementary and Secondary Emergency School Relief 3.0 Fund under the American Rescue Plan Act (ARPA) of 2021, and authorizes the superintendent to file any necessary budget revisions, plan addenda, or transfer requests.”

This grant was made available in FY2022 for expenditures related to COVID-19 for a period of three years. The year one remaining funds of \$4,391,696.09 are being re-budgeted as carryover for year two in FY2023 with no change in either allocation or purpose for (1) learning loss intervention, (2) digital learning support, and (3) mental health services for students. The Public Plan for Remaining Funds and budget summary are attached.

Staff recommends approval.

ESSER 3.0 Public Plan for Remaining Funds Addendum Guidance 2022-23

Local educational agencies (LEAs) are required to update the ESSER 3.0 Public Plan every six months through Sept. 30, 2023. Each time, LEAs must seek public input on the plan and any revisions and must take such input into account.

Each LEA must complete the addendum and upload it to ePlan in the LEA Document Library (Feb. 15 and Sept. 15). The LEA must also post the addendum to the LEA's website. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website. The plan intends to provide transparency to stakeholders.

Please consider the following when completing the addendum:

- On the summary page, the amounts should total the carryover amount for FY23 for each relief fund: ESSER 2.0, and ESSER 3.0.
- The LEA must respond to all questions in the document.
- The stakeholder engagement responses should closely align with the stakeholder engagement in the Health and Safety Plan.
- The LEA should ensure it uses multiple models of engagement offered to stakeholders. Examples may include surveys, in-person or virtual committee meetings, town hall meetings, or other inclusive engagement opportunities.
- LEAs should engage all applicable groups noted in meaningful consultation during the crafting of the plan and when making any significant revisions or updates to the plan.
- The number of stakeholders engaged should represent the composition of students. For example, if students with disabilities make up 15 percent of students, then 10-20 percent of respondents should represent this subgroup.
- Ensure the stakeholder engagement happened prior to the development/revision of the plan.
- Plans require local board approval and public posting.
- LEAs must update the ESSER Public Plan at least every six months through Sept. 30, 2023, seek public input on the plan and any revisions, and take such input into account.
- The American Rescue Plan (ARP) Act requires LEAs to post plans online in a language that parents/caregivers can understand, or it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

ESSER 3.0 Public Plan for Remaining Funds

The Elementary and Secondary School Emergency Relief 3.0 (ESSER 3.0) Fund under the American Rescue Plan (ARP) Act of 2021, Public Law 117-2, was enacted on March 11, 2021. Funding provided to states and local educational agencies (LEAs) helps safely reopen and sustain the safe operation of schools and address the impact of the coronavirus pandemic on the nation’s students.

In the fall of 2021, LEAs developed and made publicly available a *Public Plan - Federal Relief Spending*. All plans were developed with meaningful public consultation with stakeholder groups. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA’s publicly available website.

The following information is intended to update stakeholders and address the requirement.

General Information

LEA Name: Williamson

Director of Schools (Name): Jason Golden

ESSER Director (Name): Laurette Carle

Address: 1320 West Main St., Suite 202

Phone #:615-472-4000 District Website: www.wcs.edu

Addendum Date: August 20, 2022

Total Student Enrollment:	41,651
Grades Served:	PK-12
Number of Schools:	50

Funding

ESSER 2.0 Remaining Funds:	0
ESSER 3.0 Remaining Funds:	\$4,391,696.09
Total Remaining Funds:	\$4,391,696.09

Budget Summary

		ESSER 2.0 Remaining Funds	ESSER 3.0 Remaining Funds
Academics	Tutoring		
	Summer Programming		
	Early Reading		
	Interventionists		3,136,689.99
	Other		
	Sub-Total		
 			
Student Readiness	AP and Dual Credit/ Enrollment Courses		
	High School Innovation		
	Academic Advising		
	Special Populations		
	Mental Health		684,407.10
	Other		
	Sub-Total		
 			
Educators	Strategic Teacher Retention		
	Grow Your Own		
	Class Size Reduction		
	Other		
	Sub-Total		
 			
Foundations	Technology		
	High-Speed Internet		
	Academic Space (facilities)		
	Auditing and Reporting		443,749.00
	Other		126,850.00
	Sub-Total		
 			
Total			4,391,696.09

Academics

1. Describe strategic allocations to accelerate **Academic Achievement**, including how allocations support the investments identified in the district’s needs assessment.

ESSER 3.0 funds continue to be used to hire interventionists to work with students needing Tier 3 level intervention in reading and/or math according to our universal screeners in grades K-8. This need was supported in the needs assessment done at the time of the grant application.

2. Describe initiatives included in the “other” category.

N/A

Student Readiness

1. Describe strategic allocations to support **Student Readiness** and the School-Related Supports necessary to access high-quality instruction, including how allocations support the investments identified in the district’s needs assessment.

We continue to use ESSER 3.0 funding to meet the increased mental health referral need of our district by contracting to hire additional mental health professionals to provide services for students who cannot access services otherwise.

2. Describe initiatives included in the “other” category.

N/A

Educators

1. Describe strategic allocations to **Recruit, Retain and Support Educators and School Personnel**, including how allocations support the investments identified in the district’s needs assessment.

We have not used and do not plan to use ESSER funds for this purpose.

2. Describe initiatives included in the “other” category.

N/A

Foundations

1. Describe strategic allocations to **Strengthen Structural Expectations**, including how allocations support the investments identified in the district's needs assessment.

We budgeted for indirect costs as allowable in the ESSER 3.0 grant for the LEA work by locally funded staff and structures to support the monitoring and management of the grants.

2. Describe initiatives included in the "other" category.

We are using ESSER 3.0 funds for stipends for a team of teachers serving as Digital Learning Leaders and doing work outside their classroom to support the effective integration of technology, software and applications after our accelerated COVID-19 required shift to a learning management system and achieving a 1:1 student to device system.

Monitoring, Auditing, and Reporting

1. Outline how the LEA is continuing to actively monitor allocations; conducting interim audits to ensure an appropriate application of funds; collecting and managing data elements required to be reported; and reporting this information to the community.

The Assistant Superintendents meet regularly to assess the progress on use of the ESSER 3.0 funds and the effectiveness of the support put in place with that funding. It is a monthly agenda item in their weekly meetings. Budget and Finance sends monthly expenditure reports to the ESSER director so she can monitor spending and ask any clarifying questions needed. Expenditure requires multiple levels of approval. The ESSER director coordinates program reporting as necessary for submission to TDOE in ePlan. ESSER director works with the Communications Department to update our website and keep the community informed. CFO and Federal Programs Accountant coordinate fiscal monitoring and reporting.

2. Describe how the LEA is meeting the requirements to spend 20 percent of **the total ESSER 3.0 allocation** on direct services to students to address learning loss, or indicate participation in TN ALL Corps.

We are spending 88% of our ESSER 3.0 on direct services to students with both the interventionists and mental health services providers who provide direct services to students.

Family and Community Engagement

1. Describe how the LEA has continued to engage in meaningful consultation with stakeholders in the development of the revised plan.

We had no revisions in our ESSER 3.0 plan since we engaged stakeholders last summer for the initial plan approved at the end of September 2021. See original Public Plan and Community Engagement templates approved September 2021. We held community meetings and proactively sought input from various stakeholders at that time. Since implementation of the plan, we have updated our ESSER 3.0 page on our website and we continue to update our school board and school communities on our progress.

2. Describe how the LEA engaged at minimum 10 percent of the total stakeholders engaged vs. responses received in the development of the revised plan.

No revisions. See original Public Plan and Community Engagement template approved September 2021. We engaged well over 10 percent of total stakeholders through a variety of public meetings, surveys and outreach meetings.

3. Describe how the LEA engaged a representation of a diverse population of stakeholders.

No revisions. See original Public Plan and Community Engagement template approved September 2021. We had participation from students, families, special education administrators, elected officials, principals, school leaders, other educators, school staff, a disability rights organization, a gifted education organization, and those working with students who are incarcerated.

4. Describe how the LEA used multiple modes of engagement (such as surveys, scheduled in-person or virtual meetings, and town halls) to gain input from stakeholders in the development of the revised plan.

No revisions. See original Community Engagement template approved September 2021. We will continue to share ESSER information with our community on our website and through our main communication tool, the InFocus newsletter. We keep our Board and public informed through regular Superintendent's reports when necessary. Our schools have community engagement plans which can include meaningful reporting of the implementation of ESSER funded programs and services as well as the gathering of family input.

Safe Return to In-person Instruction and Continuity of Services Plan

Addendum Guidance

2022-2023

LEAs are required to update the Safe Return to In-Person Instruction and Continuity of Services Plan every six months through **Sept. 30, 2023**. Each time, local education agencies (LEAs) must seek public input on the plan and any revisions and must take such input into account. The purpose of the plan is to keep stakeholders informed.

Every LEA should complete the addendum and upload it to ePlan in the LEA document library and post it to the LEA's website (Feb. 15 and Sept. 15). Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

Please consider the following when completing the addendum:

- Ensure the LEA used multiple models of engagement offered to stakeholders. Examples may include surveys, in-person or virtual committee meetings, town hall meetings, or other inclusive engagement opportunities.
- LEAs should engage all applicable groups noted in meaningful consultation during the crafting of the plan and when making any significant revisions or updates to the plan.
- The number of stakeholders engaged should represent the composition of students. For example, if students with disabilities make up 15 percent of students, then 10-20 percent of respondents should represent this subgroup.
- Ensure the stakeholder engagement happened prior to the development/revision of the plan.
- The LEA must engage the health department in the development and revision of the plan. This is different from providing the health department with COVID-19 numbers.
- Plans must explicitly address every bullet point in Question 3 regarding district policies and strategies.
- Plans require local board approval and public posting.
- LEAs must update the *Safe Return to In-Person Instruction and Continuity of Services Plan* at least every six months through Sept. 30, 2023, seek public input on the plan and any revisions, and take such input into account. All revisions must include an explanation and rationale of why the revisions were made.
- All revisions must include an explanation and rationale, with meaningful public consultation and in an understandable format. The American Rescue Plan (ARP) Act requires LEAs to post their Health and Safety Plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

Safe Return to In-Person Instruction and Continuity of Services Plan Addendum

The Elementary and Secondary School Emergency Relief 3.0 (ESSER 3.0) Fund under the American Rescue Plan (ARP) Act of 2021, Public Law 117-2, was enacted on March 11, 2021. Funding provided to states and local educational agencies (LEAs) helps safely reopen and sustain the safe operation of schools and address the impact of the coronavirus pandemic on the nation's students.

In the fall of 2021, LEAs developed and made publicly available a Safe Return to In-Person Instruction and Continuity of Services Plan. All plans were developed with meaningful public consultation with stakeholder groups. LEAs are required to update the plan every six months through Sept. 30, 2023, and must seek public input on the plan and any revisions and must take such input into account. LEAs also must review and update their plans and ensure they align with any significant changes to CDC recommendations for K-12 schools. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

The following information is intended to update stakeholders and address the requirement.

LEA Name: Williamson County Schools

Date: 8/15/22

1. Describe how the LEA has continued to engage in meaningful consultation with stakeholders in the development of the revised plan.

The district did not significantly revise our plan. We updated pieces of the plan based on actual statistical data after consultations with our Health Advisory Committee. Therefore, we did not hold any additional consultation meetings with other stakeholders.

2. Describe how the LEA engaged the health department in the development of the revised plan.

The district utilized the local hospital, Williamson Medical Center and other consulting physicians who also serve on our Health Advisory Committee. We did utilize the local and state health department's guidelines and revised our illness guidelines and mitigation strategies as much as was possible and practical when the changes were made at the state level.

3. Provide the extent to which the LEA has updated adopted policies and a description of any such policies on each of the following health and safety strategies.

<i>Appropriate accommodations for children with disabilities with respect to health and safety policies</i>
School Board approved a COVID-19 protocol to provide student accommodations for students with disabilities to have an equal opportunity to participate in WCS programs, benefits, and services as required by law.
<i>Physical distancing (e.g., use of cohorts/podding)</i>
Continued using cohort groups and podding where possible.
<i>Hand washing and respiratory etiquette</i>
No changes – Please see the originally approved template from the Fall of 2021 to see we did not update policies on this. We continue to emphasize hand washing and respiratory etiquette for good general health.
<i>Cleaning and maintaining healthy facilities including improving ventilation</i>
No changes – Please see the originally approved template from the Fall of 2021 to see we did not update policies on this. We continue to clean and maintain healthy facilities as always.
<i>Contact tracing in combination with isolation and quarantine</i>
Updated our illness guidelines to the CDC guidance for isolation timelines for infection. Adjusted our Illness Guidelines to no longer reflect quarantines based on the state no longer doing contact tracing.
<i>Diagnostic and screening testing</i>
Made self-testing COVID-19 kits available for staff.
<i>Efforts to provide vaccinations to educators, other staff, and students, if eligible</i>
No Change – Please see the originally approved template from the Fall of 2021. Not using ESSER 2.0 funding for this.
<i>Universal and correct wearing of masks</i>
School Board voted to not require masks in WCS in November.

4. Provide a current description as to how the LEA is ensuring continuity of services including but not limited to services that address students’ academic needs and students’ and staff’s social, emotional, mental health, and other needs, which may include student health and food services.

The district has been able to keep all schools open for in-school instruction with only a few special education early childhood classrooms going remote for a few days during the year. We have continued with a full slate of extracurricular activities, and full-service school nutrition program. Attendance for the district has averaged

in the mid 90s percentile. Our before and after childcare program has also continued to operate during this time.

FUND 142; SCHOOL FEDERAL PROJECTS

ESSER 3.0

2022-2023 BUDGET REVISIONS

Category DESCRIPTION

		<u>Allocation (Carryover)</u>
REVENUE		
47401	ARPA (ESSER 3.0)	4,391,696.09

EXPENDITURES		Object Code	
71100 REGULAR INSTRUCTION			
	Teachers	116	2,235,197.79
	Other Salaries & Wages	189	126,850.00
	Social Security	201	146,447.00
	State Retirement	204	205,262.00
	Life Insurance	206	1,210.00
	Medical Insurance	207	499,573.20
	Dental Insurance	208	14,750.00
	Employer Medicare	212	34,250.00
	TOTAL REGULAR INSTRUCTION	\$	3,263,539.99
72130 OTHER STUDENT SUPPORT			
	Other Contracted Services	399	684,407.10
	TOTAL OTHER STUDENT SUPPORT	\$	684,407.10
99100 TRANSFERS OUT			
	Indirect Cost	504	443,749.00
	TOTAL TRANSFERS OUT	\$	443,749.00
<u>TOTALS ESSER 3.0</u>		\$	<u>4,391,696.09</u>