



## Williamson County Board Work Session

January 12, 2023 6:00 PM

Support Services Building - Professional Development Room

### 1. Call to Order

### 2. Consent Agenda

- a. Approval of November 28, 2022 School Board Meeting Minutes
- b. Recommendation for Field Trip Fee Requests
- c. Annual Review of Board Policies (Annual Agenda Item)
- d. City of Brentwood's Request for Sanitary Sewer Utility Easement at Scales Elementary School

### 3. Superintendent's Report (45 minutes)

Jason Golden

- a. Math Textbook Adoption Process
- b. Strategic Plan and Additional Updates

### 4. Operations Report (5 minutes)

Kevin Fortney

### 5. Board Chair Report (10 minutes)

Angela Durham

### 6. New Business

#### a. 2022 - 2023 School Board Budget

Rachel Farmer

- I. Approval of General Purpose School Fund Amendment  
01.23 CTE Middle School STEM Grant- \$29,998.00
- II. Approval of General Purpose School Fund Resolution  
02.23 Intercategory Transfer Salary 22-23 - \$9,214,688.00

#### b. Board Policies - First Reading

Dana Ausbrooks

- I. 4.302 Field Trips
- II. 4.600 Report Cards and Grading Systems
- III. 4.603 Promotion and Retention
- IV. 5.310 Vacations and Holidays

#### c. Approval of 2023-24 Opened and/or Closed Zoned Schools (Annual Agenda Item)

Jason Golden

#### d. Approval of 2023-2024 Proposed Calendar (Annual Agenda Item)

Jason Golden

#### e. Resignation of Math Textbook Committee Member and Approval of Replacement

Jason Golden

### 7. Monthly Reports & Miscellaneous Information

- a. End of the Month Financials
- b. December 2022 Purchasing Report
- c. Overnight Field Trip



**Williamson County School Board Meeting**  
November 28, 2022 6:30 PM  
Williamson County Administrative Complex – Auditorium

Attendance Taken at 6:32 PM.

Mrs. Jennifer Aprea: Present  
Mr. Drason Beasley: Present  
Mr. Joshua Brown: Present  
Mr. Dan Cash: Present  
Mrs. Donna Clements: Present  
Ms. Sheila Cleveland: Present  
Mrs. Angela Durham: Present  
Mr. Jay Galbreath: Present  
Mr. KC Haugh: Present  
Mr. Eliot Mitchell: Present  
Mr. Eric Welch: Present  
Mr. Rick Wimberly: Present  
Present: 12.

**1. Call to Order**

a. Record Attendance

Madam Chair Durham called the meeting to order and asked the Board Members to record their attendance. Durham thanked Sheriff's Deputies Trey Crabb and Randy Purcell for being at the meeting and recognized Cub Scouts Troop 299.

b. Pledge of Allegiance and a Moment of Silence

Madam Chair Durham called on Board Member Eliot Mitchell to lead the Pledge of Allegiance, followed by a moment of silence.

**2. Items of Particular Public Interest (Public Comment)**

Katie Sledge spoke about rezoning high schools during public comment.

**3. Approval of Agenda**

Madam Chair Durham presented the agenda for approval. Superintendent Golden recommended approval.

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

Mrs. Jennifer Aprea: Yes  
Mr. Jay Galbreath: Yes  
Ms. Sheila Cleveland: Yes  
Mrs. Donna Clements: Yes  
Mr. Rick Wimberly: Yes  
Mr. Eric Welch: Yes  
Mr. KC Haugh: Yes  
Mr. Drason Beasley: Yes  
Mrs. Angela Durham: Yes

Mr. Dan Cash: Yes  
Mr. Eliot Mitchell: Yes  
Mr. Joshua Brown: Yes  
Yes: 12, Nay: 0

#### 4. Approval of Consent Agenda

Madam Chair Durham presented the consent agenda for approval.

**Motion Passed:** Motion by Mr. KC Haugh to approve. A second was made by Mrs. Donna Clements.

Mr. Jay Galbreath: Yes  
Ms. Sheila Cleveland: Yes  
Mrs. Donna Clements: Yes  
Mr. Rick Wimberly: Yes  
Mr. Eric Welch: Yes  
Mr. KC Haugh: Yes  
Mr. Drason Beasley: Yes  
Mrs. Angela Durham: Yes  
Mr. Dan Cash: Yes  
Mr. Eliot Mitchell: Yes  
Mr. Joshua Brown: Yes  
Mrs. Jennifer Aprea: Yes

Yes: 12, Nay: 0

- a. Approval of the LEA Compliance Report (Annual Agenda Item)
- b. Approval of the 2022-23 Hearing Officers List
- c. Recommendation for Field Trip Fee Requests

#### 5. Communications to the Board

##### a. Superintendent's Report

Superintendent Golden thanked everyone in attendance at the meeting. He recognized Cub Scout Troop 299 for attending the meeting. They are working on their Citizenship in Community Badge. Golden also thanked the principals in attendance. He thanked Dr. Webb for her presentation on Counseling Services in the Schools at the work session. Golden told the School Board that a draft of the 2023-24 calendar will be sent to them soon for their vote in January. Approving the calendar is a Board Annual Agenda Item for January.

##### I. Student, Staff and School Spotlights

In Student Spotlights, Page High's Bryson Boone was recognized for winning the Future Farmers of America (FFA) National Convention's Agriscience Fair - Social Science Division Five. His teacher is Madison Caudill.

Several students also won at the National Academy of Television Arts and Sciences (NATAS) National Student Production Awards. Franklin High's Graham Wynn won the Best Director and Best Non-Fiction Short Form categories. His teacher is Keri Thompson. Ravenwood High's Olivia Freeman and Ella Ridlen won the Best Commercial category. Their teachers are Megan Sanchez and Chelsea Kite.

More than 30 high school students joined the Tennessee Music Education Association (TMEA) All-State Choirs. The students from Brentwood who joined are Sam Holt and Adele Smith, and they are taught by Natalie Pratt. From Centennial, Helena Aertssens, Nassim Akbari, Hannah Busler, Savannah Meinert, Angela Ong, Woods Raine, Ellay Seely, Riley Tuttle and Kyle Varenkamp joined the All-State Choirs. Their teacher is Johnathan Vest. Independence High's Sawyer Curtis, Michael Gordy, Breanna Neely, Nicholas Perrone and Caden Smith also joined. Their teacher is Julie Schwarz. From Nolensville High, Alexis Calleros Dougherty, William Coey and Cassie Scherer were recognized. Cassidy Van Amburg is their director. Ravenwood High's Faith Dengate, Sullivan Dickerson, Evan Dovgalyuk, Xander Foote, Caroline Meyer, Ella Miller, Jack O'Dell, Luis Paredes, Natalie Porter, Benjamin Seegmiller, Grady Vasilevskis and Mary Weeks were also honored. They are directed by Rose Hellmers.

Some of the district's high school student-athletes were also recognized at the meeting. Brentwood High's Rachel Haws, Lydia Cromwell, Lauren Banovac, Lola Baker, Lia Banovac and Hailey Parker are the Tennessee Secondary School Athletic Association (TSSAA) Division I Class AAA Cross-Country Girls Team Champions. Their coach is Rob Pautienus. Claire Stegall from Nolensville High won the TSSAA Division I Class AA Cross-Country Girls Individual category, and her coach is Christopher Demetra.

The Page High girls soccer team won the TSSAA Division I Class AA State Soccer championship for the second consecutive year. The athletes on that team include Gabby Rainey, Addison Montoya, Anna Baker, Lily Orr, Isabella Pilkington, Azucena Gomez, Gracie Segundo, Ansley Hitt, Maggie Brzica, Riley Kate Collins, Kate Nelson, Emerson Ladd, Reagan Vaughn, Mia Goodwin, Callie Henson, Alexi Turnbow, Maddie Faro, Mia Johnson, Reagan Hamilton, Breelyn Cotton, Addison Baggett, Lauren Utley, Blakely Willie, Ashlyn Rightmyer, Rylie King, Kaetlyn Davis, Ella Wood, Reese Vanhooser, Taylor Burke, Abby Thornton, Addison Dugger, Julia Osburn, Emma Baker, Emerson Flood, Kyla Davis and Valentina Ventura. Their coaches are Nathan Clapp, Dave Wasiolek, David Kendall and Booker Leach.

In School Spotlights, Grassland Elementary was celebrated for its 2022 National Blue Ribbon School Award. Principal Dr. Ann Gordon was in attendance.

In Staff Spotlights, Ravenwood High Principal Dr. Pam Vaden was honored for her national award from the National Association of Secondary School Principals (NASSP). She was named the Tennessee Principal of the Year by the organization.

b. Board Chair Report

Madam Chair Durham reminded the School Board that there is not a meeting in December.

**6. New Business**

a. Approval of the October 24, 2022 School Board Meeting Minutes

Madam Chair Durham called upon Superintendent Golden who recommended approval of the October 24, 2022, School Board meeting minutes as amended.

**Motion Passed:** Motion by Mr. KC Haugh to approve the motion as amended, on the October 2022 minutes. Board Member Beasley intended to vote yes on Board Member Clements' motion to amend the original motion concerning Board Policy 4.401 Textbooks and Instructional Materials. A second was made by Mrs. Jennifer Aprea.

Mr. Drason Beasley: Yes  
Mrs. Angela Durham: Yes  
Mr. Dan Cash: Yes  
Mr. Eliot Mitchell: Yes  
Mr. Joshua Brown: Yes  
Mrs. Jennifer Aprea: Yes  
Mr. Jay Galbreath: Yes  
Ms. Sheila Cleveland: Yes  
Mrs. Donna Clements: Yes  
Mr. Rick Wimberly: Yes  
Mr. Eric Welch: Yes  
Mr. KC Haugh: Yes

Yes: 12, Nay: 0

**Motion Passed:** Motion by Mr. Drason Beasley to amend the October 2022 minutes. Board Member Beasley intended to vote yes on Board Member Clements' motion to amend the original motion concerning Board Policy 4.401 Textbooks and Instructional Materials. A second was made by Mr. Jay Galbreath.

Mr. KC Haugh: Yes  
Mr. Drason Beasley: Yes  
Mrs. Angela Durham: Yes

Mr. Dan Cash: Yes  
Mr. Eliot Mitchell: Yes  
Mr. Joshua Brown: Yes  
Mrs. Jennifer Aprea: Yes  
Mr. Jay Galbreath: Yes  
Ms. Sheila Cleveland: Yes  
Mrs. Donna Clements: Yes  
Mr. Rick Wimberly: Yes  
Mr. Eric Welch: Yes  
Yes: 12, Nay: 0

b. 2022 - 2023 School Board Budget (10 minutes)

I. Approval of General Purpose School Fund Amendment 11.22 Resilient School Communities Grant - \$ 39,135.00

Madam Chair Durham called upon Superintendent Golden, who recommended approval of General Purpose School Fund Amendment 11.22 Resilient School Communities Grant in the amount of \$39,135.00.

**Motion Passed:** Motion by Mr. Eric Welch to approve. A second was made by Mr. Dan Cash.

Mr. Rick Wimberly: Yes  
Mr. Eric Welch: Yes  
Mr. KC Haugh: Yes  
Mr. Drason Beasley: Yes  
Mrs. Angela Durham: Yes  
Mr. Dan Cash: Yes  
Mr. Eliot Mitchell: Yes  
Mr. Joshua Brown: Yes  
Mrs. Jennifer Aprea: Yes  
Mr. Jay Galbreath: Yes  
Ms. Sheila Cleveland: Yes  
Mrs. Donna Clements: Yes  
Yes: 12, Nay: 0

II. Approval of General Purpose School Fund and Cafeteria Fund Amendment 11.22 United Way Grant - \$309,940.00

Madam Chair Durham called upon Superintendent Golden, who recommended approval of General Purpose School Fund and Cafeteria Fund Amendment 11.22 United Way Grant in the amount of \$309,940.00.

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

Mr. Eric Welch: Yes  
Mr. KC Haugh: Yes  
Mr. Drason Beasley: Yes  
Mrs. Angela Durham: Yes  
Mr. Dan Cash: Yes  
Mr. Eliot Mitchell: Yes  
Mr. Joshua Brown: Yes  
Mrs. Jennifer Aprea: Yes  
Mr. Jay Galbreath: Yes  
Ms. Sheila Cleveland: Yes  
Mrs. Donna Clements: Yes  
Mr. Rick Wimberly: Yes  
Yes: 12, Nay: 0

III. Approval of Education Capital Projects Fund 11.22 Intracategory Renaissance High - \$473,000.00

Madam Chair Durham called upon Superintendent Golden who recommended approval of Education Capital Projects Fund 11.22 Intracategory Renaissance High in the amount of \$473,000.00.

**Motion Passed:** Motion by Mr. Rick Wimberly to approve. A second was made by Mr. Drason Beasley.

Mr. Rick Wimberly: Yes  
Mr. Eric Welch: Yes  
Mr. KC Haugh: Yes  
Mr. Drason Beasley: Yes  
Mrs. Angela Durham: Yes  
Mr. Dan Cash: Yes  
Mr. Eliot Mitchell: Yes  
Mr. Joshua Brown: Yes  
Mrs. Jennifer Aprea: Yes  
Mr. Jay Galbreath: Yes  
Ms. Sheila Cleveland: Yes  
Mrs. Donna Clements: Yes  
Yes: 12, Nay: 0

**Motion Passed:** Motion by Mr. Rick Wimberly to approve. A second was made by Mr. Drason Beasley.

Mr. KC Haugh: Yes  
Mr. Drason Beasley: Yes  
Mrs. Angela Durham: Yes  
Mr. Dan Cash: Yes  
Mr. Eliot Mitchell: Yes  
Mr. Joshua Brown: Yes  
Mrs. Jennifer Aprea: Yes  
Mr. Jay Galbreath: Yes  
Ms. Sheila Cleveland: Yes  
Mrs. Donna Clements: Yes  
Mr. Rick Wimberly: Yes  
Mr. Eric Welch: Yes  
Yes: 12, Nay: 0

c. Approval of the Five-Year Capital Improvement Plan (Annual Agenda Item)

Madam Chair Durham called upon Superintendent Golden who recommended approval of the Five-Year Capital Improvement Plan (Annual Agenda Item). Golden stated that this vote is not an approval to fund, it's a projection.

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

Mr. Eric Welch: Yes  
Mr. KC Haugh: Yes  
Mr. Drason Beasley: Yes  
Mrs. Angela Durham: Yes  
Mr. Dan Cash: Yes  
Mr. Eliot Mitchell: Yes  
Mr. Joshua Brown: Yes  
Mrs. Jennifer Aprea: Yes  
Mr. Jay Galbreath: Yes  
Ms. Sheila Cleveland: Yes  
Mrs. Donna Clements: Nay  
Mr. Rick Wimberly: Yes  
Yes: 11, Nay: 1

d. Approval of Strategic Plan Facilitator

Madam Chair Durham called upon Superintendent Golden, who recommended approval of Strategic Plan Facilitator.

**Motion Passed:** Motion by Mr. Rick Wimberly to approve. A second was made by Mr. KC Haugh.

Mrs. Angela Durham: Yes  
Mr. Dan Cash: Yes  
Mr. Eliot Mitchell: Yes  
Mr. Joshua Brown: Yes  
Mrs. Jennifer Aprea: Yes  
Mr. Jay Galbreath: Yes  
Ms. Sheila Cleveland: Yes  
Mrs. Donna Clements: Yes  
Mr. Rick Wimberly: Yes  
Mr. Eric Welch: Yes  
Mr. KC Haugh: Yes  
Mr. Drason Beasley: Yes  
Yes: 12, Nay: 0

e. Review of Code of Conduct (Policy 1.2021) (Annual Agenda Item)

Madam Chair Durham called upon Superintendent Golden who recommended approval of Review of Code of Conduct (Policy 1.2021 ) (Annual Agenda Item).

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

Mr. Dan Cash: Yes  
Mr. Eliot Mitchell: Yes  
Mr. Joshua Brown: Yes  
Mrs. Jennifer Aprea: Yes  
Mr. Jay Galbreath: Yes  
Ms. Sheila Cleveland: Yes  
Mrs. Donna Clements: Yes  
Mr. Rick Wimberly: Yes  
Mr. Eric Welch: Yes  
Mr. KC Haugh: Yes  
Mr. Drason Beasley: Yes  
Mrs. Angela Durham: Yes  
Yes: 12, Nay: 0

f. Review of Board Norms (Policy 1.107) (Annual Agenda Item)

Madam Chair Durham called upon Superintendent Golden who recommended approval of Review of Board Norms (Policy 1.107) (Annual Agenda Item).

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

Mr. Eliot Mitchell: Yes  
Mr. Joshua Brown: Yes  
Mrs. Jennifer Aprea: Yes  
Mr. Jay Galbreath: Yes  
Ms. Sheila Cleveland: Yes  
Mrs. Donna Clements: Yes  
Mr. Rick Wimberly: Yes  
Mr. Eric Welch: Yes  
Mr. KC Haugh: Yes  
Mr. Drason Beasley: Yes

Mrs. Angela Durham: Yes  
Mr. Dan Cash: Yes  
Yes: 12, Nay: 0

g. Approval of the 2023-2024 Rezoning Plan

I. Approval of Wilkes Lane Area Rezoning

Madam Chair Durham called upon Superintendent Golden who recommended approval of Wilkes Lane Area Rezoning as presented.

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

Mr. Joshua Brown: Yes  
Mrs. Jennifer Aprea: Yes  
Mr. Jay Galbreath: Yes  
Ms. Sheila Cleveland: Yes  
Mrs. Donna Clements: Yes  
Mr. Rick Wimberly: Yes  
Mr. Eric Welch: Yes  
Mr. KC Haugh: Yes  
Mr. Drason Beasley: Yes  
Mrs. Angela Durham: Yes  
Mr. Dan Cash: Yes  
Mr. Eliot Mitchell: Yes  
Yes: 12, Nay: 0

II. Approval of Cox Road Area Rezoning

Madam Chair Durham called upon Superintendent Golden who recommended approval of Cox Road Area Rezoning as presented.

**Motion Passed:** Motion by Mr. Drason Beasley to approve. A second was made by Mr. Joshua Brown.

Mr. Jay Galbreath: Yes  
Ms. Sheila Cleveland: Yes  
Mrs. Donna Clements: Yes  
Mr. Rick Wimberly: Yes  
Mr. Eric Welch: Yes  
Mr. KC Haugh: Yes  
Mr. Drason Beasley: Yes  
Mrs. Angela Durham: Yes  
Mr. Dan Cash: Yes  
Mr. Eliot Mitchell: Yes  
Mr. Joshua Brown: Yes  
Mrs. Jennifer Aprea: Nay  
Yes: 11, Nay: 1

**Motion Failed:** Motion by Mrs. Jennifer Aprea to take Staggs Leap Subdivision, Trinity Road, and Arno Road from Trinity to McDaniel Road out of the rezoning and allow the 41 students to stay at Creekside Elementary. Superintendent Golden did not recommend approval. A second was made by Mr. Jay Galbreath.

Mrs. Jennifer Aprea: Yes  
Mr. Jay Galbreath: Yes  
Ms. Sheila Cleveland: Nay  
Mrs. Donna Clements: Nay  
Mr. Rick Wimberly: Nay  
Mr. Eric Welch: Nay

Mr. KC Haugh: Nay  
Mr. Drason Beasley: Nay  
Mrs. Angela Durham: Nay  
Mr. Dan Cash: Nay  
Mr. Eliot Mitchell: Nay  
Mr. Joshua Brown: Nay  
Yes: 2, Nay: 10

### III. Approval of Nolensville Area Rezoning

Madam Chair Durham called upon Superintendent Golden, who recommended approval of Nolensville Area Rezoning as presented including the elementary and middle schools.

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

Ms. Sheila Cleveland: Yes  
Mrs. Donna Clements: Yes  
Mr. Rick Wimberly: Yes  
Mr. Eric Welch: Yes  
Mr. KC Haugh: Yes  
Mr. Drason Beasley: Yes  
Mrs. Angela Durham: Yes  
Mr. Dan Cash: Yes  
Mr. Eliot Mitchell: Yes  
Mr. Joshua Brown: Yes  
Mrs. Jennifer Aprea: Yes  
Mr. Jay Galbreath: Yes  
Yes: 12, Nay: 0

### IV. Approval of Rezoning of New Developments with No Current Students

Madam Chair Durham called upon Superintendent Golden who recommended approval of Rezoning of New Developments with No Current Students as presented.

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

Mrs. Donna Clements: Yes  
Mr. Rick Wimberly: Yes  
Mr. Eric Welch: Yes  
Mr. KC Haugh: Yes  
Mr. Drason Beasley: Yes  
Mrs. Angela Durham: Yes  
Mr. Dan Cash: Yes  
Mr. Eliot Mitchell: Yes  
Mr. Joshua Brown: Yes  
Mrs. Jennifer Aprea: Yes  
Mr. Jay Galbreath: Yes  
Ms. Sheila Cleveland: Yes  
Yes: 12, Nay: 0

## 7. Adjournment

There being no further business, Madam Chair Durham adjourned the meeting at 9:00 p.m.

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Chairperson

Superintendent

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# 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
36404	11/19/2022	11/19/2022	11/28/2022	Brentwood High	Bryan College VRC Tournament	Academic Field Trip	9th - 12th grade	20	Bryan College Rudd Aud.
<b>Notes/Fees</b> <i>over100 \$825.00/Student (lodging \$165 per room at local hotel), Event Registration &amp; WCS Bus w/driver lodging per diem fees - Paid by BHS Robotics Account 838.000. Adults assume costs of lodging \$165 w/taxes per room. Student meals (3) paid out-of-pocket (\$40 ea). This is day 2 of trip 35834.</i>									
36489	4/14/2023	4/16/2023	12/16/2022	Brentwood Middle	BOC Trip	Fine Arts	Concert	125	St. Louis
<b>Notes/Fees</b> <i>over100 Cost per student is \$350.00 NO WCS BUSES NEEDED!! We will take coach buses. This is an optional overnight weekend trip for BMS band, orchestra, and choir students. We will depart Brentwood Middle Friday morning and drive to St. Louis, MO for the Music in the Parks Festival at Six Flags St. Louis. We will return to BMS Sunday evening. Estimated cost is \$350 total per student.</i>									
35771	2/2/2023	2/6/2023	11/17/2022	Centennial High	National Dance Championship	Athletic Trip	Dance Team	13	Disney World
<b>Notes/Fees</b> <i>over100 - \$700 per student- fundraising efforts will help offset cost. No driver needed.</i>									
35739	5/20/2023	5/20/2023	12/5/2022	Heritage Middle	8th Grd. Trip Kentucky Kingdom	Fine Arts	8th grade	48	Kentucky Kingdom
<b>Notes/Fees</b> <i>over100 per student. Will cover ticket, cost, bus cost and meal ticket. Fundraising will raise most of the funds for the trip.</i>									
35740	5/20/2023	5/20/2023	12/5/2022	Heritage Middle	Orchestra Kentucky Kingdom	Fine Arts	Strings	70	Kentucky Kingdom
<b>Notes/Fees</b> <i>over100 per student. Will cover ticket, cost, bus cost and meal ticket. Fundraising will raise most of the funds for the trip.</i>									
36267	4/3/2023	4/6/2023	12/14/2022	Summit High	State HOSA	CTE Trip	Career/Technical - HOSA 12		Knoxville Convention Ctr
<b>Notes/Fees</b> <i>over100 - Student cost will be 250 to 375. Coordinate with Kris Schneider for travel.</i>									

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: Dana M. Ausbrooks, General Counsel

CC: Jason Golden, Superintendent of Schools

DATE: December 15, 2022

SUBJECT: Annual Review of Board Policies

Tenn. Code Ann. § 49-2-207 requires that the Board Policy Manual be updated every two (2) years. This required review is on our Annual Agenda to remind us of the statutory requirement. Over the past year the standing Policy Committee and staff have completed a comprehensive review of our Board Policies. Therefore, we are in compliance with this legal requirement.



**MEMORANDUM**

January 3, 2023

**TO: Williamson County Board of Education**

**CC: Jason Golden, Superintendent of School  
Kevin Fortney, Assistant Superintendent of Operations**

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

**RE: City of Brentwood's Request for Sanitary Sewer Utility Easement at Scales  
Elementary School**

The City of Brentwood has planned improvements to their sanitary sewer system around Scales Elementary and is requesting easements to complete the improvements. The City is proposing to construct a new gravity sewer line that enters the school property from the north and continues generally westward and then southward to connect with an existing gravity sewer line that runs along Murray Lane, currently owned/maintained by Williamson County BoE. With the construction of this proposed sewer line, the City take over ownership and maintenance of the sewer line along Murray Lane, incorporating it into their public system.

Additionally, the City is proposing to expand their existing sanitary sewer lift station at the southwest corner of the school property. This expansion will accommodate new equipment for the station.

The City is requesting two separate easements, one for the new line and one for the station expansion. Included with this memo is a copy of the two easement descriptions and a site map. Staff recommends approval of this request.

THIS INSTRUMENT PREPARED BY:  
Smith Seckman Reid, Inc  
2995 Sidco Drive, Nashville, TN 37204

TAX MAP/PARCEL NO: Map 12, Parcel No. 15.00,  
Plat Book P71, Page 93A

### SANITARY SEWER UTILITY EASEMENT

FOR AND IN CONSIDERATION of the sum of TEN DOLLARS (\$10.00), and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, **WILLIAMSON COUNTY BOARD OF EDUCATION** (“Grantor”) does by these presents hereby grant, transfer and convey to the **City of Brentwood**, Williamson County, Tennessee (“Grantee”), a municipal corporation, its successors and assigns, an easement for the purpose of installing a sanitary sewer line, including the right to re-install, if necessary, and to repair and keep repaired said sanitary sewer line forever, together with necessary egress and ingress to accomplish the foregoing purposes, in, on, over, across and under the land described as follows:

Being a tract of land lying in Brentwood, Williamson County, Tennessee, and being more particularly described as follows:

### PERMANENT UTILITY EASEMENT

A linear and rectangular shaped permanent utility easement across Williamson County Board of Education property, the boundaries of which are more particularly described as follows: Beginning at a point along the northern boundary of subject property; thence southerly 86.4± feet to a point; thence westerly 270.6± to a point; thence southwesterly 205.0 ± feet to a point; thence southeasterly 80.1± feet to a point; thence southeasterly 231.3± feet to a point; thence southeasterly 161.5± feet to a point. Total area encompassed by the easement is approximately 20,701 square feet (0.48 acres).

Grantor does further grant, transfer and convey to Grantee a temporary construction easement, for the installation of temporary erosion control structures and the operation of construction equipment and personnel on, over, across and under the land described as follows, said easements to be abandoned upon completion of construction of the aforementioned sewer line. Grantee shall restore the property to a condition similar or equal to that existing prior to construction.

### TEMPORARY CONSTRUCTION EASEMENT

A 10 feet wide temporary construction easement which lies parallel and generally adjacent to the boundary of the aforescribed permanent utility easement and encompasses approximately 10,391 square feet (0.24 acres).

A descriptive plat of said easement is attached hereto as E-2A and made a part hereof.

Grantor agrees that included with the sanitary sewer utility easement conveyed by this instrument are the following incidental rights, powers and covenants from which Grantee, its successors and assigns, shall benefit:

- (a) Grantee shall have ingress and egress to the easement over and across the land owned by Grantor.
- (b) Grantee may keep the easement clear of any debris, trees, roots, growth or obstructions that may interfere with the utility improvements and appurtenances thereto.

(c) Grantor shall construct or permit no excavation, well, building, structure or obstruction of any kind upon, under or across the easement without Grantee's written consent, and shall not destroy, weaken or damage the utility improvements or associated appurtenances within said easement, or interfere with the operation thereof. Further, Grantor shall not fence the easement area, change the grade of the easement area, remove dirt from the surface of the easement, or impound water over the easement without the written permission of Grantee.

Grantor shall have the right to fully use and enjoy the surface of the easement area, except as prohibited above, provided further that any such use and enjoyment shall not hinder, conflict with or interfere with the exercise of the Grantee's rights hereunder.

The conveyance of the property rights described herein is in lieu of any condemnation proceedings which would otherwise be undertaken by Grantee.

TO HAVE AND TO HOLD the above described easement to the City of Brentwood, Williamson County, Tennessee, its successors and assigns, forever. Grantor covenants that it is lawfully seized and possessed of the real estate upon which said easement lie, and has a good and lawful right to convey said easement. Grantor does further covenant and bind itself, its successors and assigns, to warrant and forever defend the title to said easement to Grantee, its successors and assigns, against the lawful claims of all persons whatsoever.

IN WITNESS WHEREOF, Grantor has executed this instrument on this the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

GRANTOR:  
Williamson County Board of Education

By: \_\_\_\_\_

Title: \_\_\_\_\_

Accepted on behalf of City of Brentwood:

\_\_\_\_\_  
Mayor  
Pursuant to Resolution 2022-49

ATTEST:

\_\_\_\_\_  
Holly Earls, City Recorder

STATE OF TENNESSEE  
COUNTY OF WILLIAMSON

Personally appeared before me, a Notary Public of said County and State, \_\_\_\_\_  
\_\_\_\_\_, with whom I am personally acquainted (or proved to me on the basis of  
satisfactory evidence), and who acknowledged himself/herself to be \_\_\_\_\_ of  
Williamson County Board of Education the within named bargainor, and that he/she as such \_\_\_\_\_  
\_\_\_\_\_, executed the foregoing instrument for the purposes therein contained.

Witness my hand and official seal at Brentwood, Tennessee, this \_\_\_ day of \_\_\_\_\_,  
2022.

\_\_\_\_\_  
NOTARY PUBLIC

My commission expires: \_\_\_\_\_.



**SQUARE FOOTAGE**  
 10,391 SF (10' TEMPORARY) E-2A & E-2B  
 20,701 SF (20' PERMANENT) E-2A & E-2B

BENCHMARK EL. = 689.38  
 P.K. Nail In Powerpole

**MATCH LINE SEE SHEET E-2A**

¢ OF PROPOSED  
 SANITARY SEWER  
 LINE

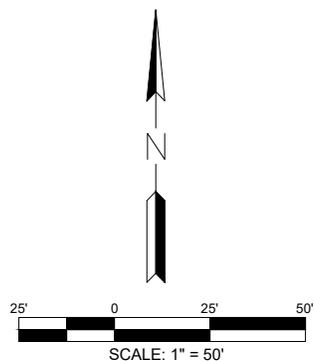
10' TEMPORARY  
 CONSTRUCTION  
 EASEMENT

20' PERMANENT  
 EASEMENT

¢ OF EXISTING  
 SANITARY SEWER  
 LINE

**WILLIAMSON COUNTY  
 BOARD OF EDUCATION  
 MAP 12, PARCEL 15.00**

Map 12-15.00  
 EDUCATION  
 Bk. 251, Pg. 379



SEE SHEET E-2C FOR  
 PUMP STATION  
 EASEMENT



CITY OF BRENTWOOD, TENNESSEE  
 WATER SERVICES DEPARTMENT  
**SCALES SCHOOL LIFT STATION  
 UPGRADE & SEWER**  
 WILLIAMSON COUNTY BOARD OF EDUCATION

**E-2A**

THIS INSTRUMENT PREPARED BY:  
Smith Seckman Reid, Inc  
2995 Sidco Drive, Nashville, TN 37204

TAX MAP/PARCEL NO: Map 12, Parcel No. 15.00,  
Plat Book P71, Page 93A

### **SANITARY SEWER UTILITY EASEMENT**

FOR AND IN CONSIDERATION of the sum of TEN DOLLARS (\$10.00), and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, **WILLIAMSON COUNTY BOARD OF EDUCATION** (“Grantor”) does by these presents hereby grant, transfer and convey to the **City of Brentwood**, Williamson County, Tennessee (“Grantee”), a municipal corporation, its successors and assigns, an easement for the purpose of installing a sanitary sewer pump station, including the right to re-install, if necessary, and to repair and keep repaired said sanitary sewer pump station forever, together with necessary egress and ingress to accomplish the foregoing purposes, in, on, over, across and under the land described as follows:

Being a tract of land lying in Brentwood, Williamson County, Tennessee, and being more particularly described as follows:

### **PERMANENT UTILITY EASEMENT**

A generally square shaped permanent utility easement across Williamson County Board of Education property, the boundaries of which are more particularly described as follows: Beginning at a point along the western boundary of subject property, said point also being on the Right of Way of Murray Lane; thence northeasterly 59.6± feet to a point; thence southeasterly 50.4± feet to a point; thence southwesterly 13.5± feet to a point; thence southwesterly 49.3± feet to a point on the western boundary of subject property, said point being on Right of Way of Murray Lane; thence northwesterly 60.0 ± feet to an endpoint along the western boundary of the subject property, said point being point of origin on Right of Way of Murray Lane. Total area encompassed by the easement is approximately 3,512 square feet (0.08 acres).

A descriptive plat of said easement is attached hereto as E-2B and made a part hereof.

Grantor agrees that included with the sanitary sewer utility easement conveyed by this instrument are the following incidental rights, powers and covenants from which Grantee, its successors and assigns, shall benefit:

- (a) Grantee shall have ingress and egress to the easement over and across the land owned by Grantor.
- (b) Grantee may keep the easement clear of any debris, trees, roots, growth or obstructions that may interfere with the utility improvements and appurtenances thereto.
- (c) Grantor shall construct or permit no excavation, well, building, structure or obstruction of any kind upon, under or across the easement without Grantee’s written consent, and shall not destroy, weaken or damage the utility improvements or associated appurtenances within said easement, or interfere with the operation thereof. Further, Grantor shall not fence the easement area, change the grade of the easement area, remove dirt from the surface of the easement, or impound water over the easement without the written permission of Grantee.

Grantor shall have the right to fully use and enjoy the surface of the easement area, except as prohibited above, provided further that any such use and enjoyment shall not hinder, conflict with or interfere with the exercise of the Grantee’s rights hereunder.

The conveyance of the property rights described herein is in lieu of any condemnation proceedings which would otherwise be undertaken by Grantee.

TO HAVE AND TO HOLD the above described easement to the City of Brentwood, Williamson County, Tennessee, its successors and assigns, forever. Grantor covenants that it is lawfully seized and possessed of the real estate upon which said easement lie, and has a good and lawful right to convey said easement. Grantor does further covenant and bind itself, its successors and assigns, to warrant and forever defend the title to said easement to Grantee, its successors and assigns, against the lawful claims of all persons whatsoever.

IN WITNESS WHEREOF, Grantor has executed this instrument on this the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

GRANTOR:  
Williamson County Board of Education

By: \_\_\_\_\_

Title: \_\_\_\_\_

Accepted on behalf of City of Brentwood:

\_\_\_\_\_  
Mayor  
Pursuant to Resolution 2022-49

ATTEST:

\_\_\_\_\_  
Holly Earls, City Recorder

STATE OF TENNESSEE  
COUNTY OF WILLIAMSON

Personally appeared before me, a Notary Public of said County and State, \_\_\_\_\_, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged himself/herself to be \_\_\_\_\_ of Williamson County Board of Education the within named bargainor, and that he/she as such \_\_\_\_\_, executed the foregoing instrument for the purposes therein contained.

Witness my hand and official seal at Brentwood, Tennessee, this \_\_\_ day of \_\_\_\_\_,  
2022.

\_\_\_\_\_  
NOTARY PUBLIC

My commission expires: \_\_\_\_\_.



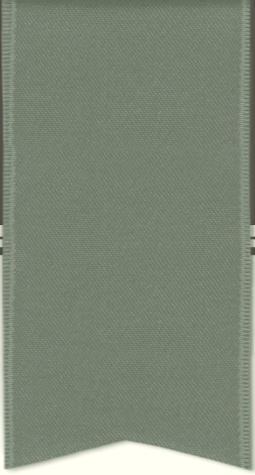
EASEMENT E-2A, from north property line to the Station Site

- New Gravity Sewer Line
- Existing WCSB Line To Remain, City to Take Ownership
- Existing WCSB Line to be abandoned

Existing WCSB Line to remain

EASEMENT E-2B Station Site

PS



**MATH TEXTBOOK &  
INSTRUCTIONAL  
MATERIALS  
ADOPTION**

2022-2023





# TDOE Provided Adoption Cycle

Adoption Cycle	State Materials Adoption	District Materials Adoption	District Materials Implementation
Math	2021-22	2022-23	2023-24
Off Cycle Virtual Materials & CTE	2022-23	2023-24	2024-25
Science, P.E./Wellness, Fine Arts	2023-24	2024-25	2025-26
Social Studies, World Languages, CTE	2024-25	2025-26	2026-27
English Language Arts	2025-26	2026-27	2027-28
CTE Only	2026-27	2027-28	2028-29



# Process & Guidelines

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## **Tenn. Code Ann. § 49-6-2202**

### List of approved textbooks and instructional materials

- Tennessee Textbook and Instructional Materials Quality Commission recommended a list of approved mathematics textbooks which will go before the State Board of Education on first reading at a special called meeting on August 11th.
- Publishers have until September 6th to appeal the Textbook Commission's recommendation for materials that did not pass the Commission on the first read.
- A finalized list of approved mathematics materials for districts will be available following the October 2022 State Board of Education Meeting.
- Districts will then have until April 15, 2023, to complete their local mathematics instructional materials adoption processes.



# WCS Timeline & Process

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1. Final list of TDOE approved math textbooks and instructional materials is published **(October)**
2. Textbook committee comprised of WCS teachers and parents is selected and names are submitted to WCS School Board for approval. Each school is represented in this committee. The committee is composed by 3 grade bands, elementary, middle, and high. **(October/November)**
3. WCS requests sets of publisher provided review materials from TN Book Co. **(October)**
4. Five elementary, five middle and five high schools are selected to house sets of publisher provided review materials to make available to textbook committee members and teachers for review. **(October)**
5. Each selected school submits a plan that includes provisions for housing the collection of materials and availability for review by WCS employees and adoption committee. **(November)**
6. One collection of materials will be displayed at the PD Center to provide a space for public review. Five public review opportunities will be published and shared with WCS families and the community. **(December – February)**



# WCS Timeline & Process

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7. After reviewing the collection of materials presented, teachers make a recommendation to the textbook committee for a preferred textbook. **(February)**
  - Data of teacher recommendations are captured and aggregated by school.
  - Textbook adoption committee members are provided data on teacher recommendations for the school they represent.
8. Textbook adoption committee members make a recommendation to the school board for final vote and approval. **(February/March)**
9. WCS Superintendent records the list of textbooks and instructional materials adopted by the WCS School Board and forwards a copy of the recorded adoption to the Commissioner of Education. **(March/April)**
10. The list of adopted textbooks is published on our WCS website. **(May)**
11. Textbooks and instructional materials are ordered. **(May)**
12. Training and implementation plans are created in partnership with publishers. **(March - May)**
13. Teachers are trained on the implementation of the adopted textbooks and instructional materials. **(May - July; ongoing throughout the first 2 years)**

# Math Textbook & Instructional Materials Adoption

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TLA plans to report on each step of this process via school board sessions.



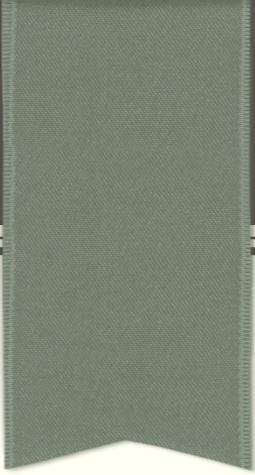
# Tenn. Code Ann. § 49-6-2207

## Adoption of textbooks and instructional materials by local board.

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- **(a)(1)** The local boards of education are authorized and required to adopt textbooks and instructional materials to be used in the public schools of their school districts, from the list of textbooks and instructional materials listed for adoption by the commission, the adoption to be for a period of no less than three (3) years, but not exceeding the period agreed to in the state contract approved by the commission. The commission is authorized to develop guidelines under which this restriction may be waived.
- **(2)** Boards are encouraged to adopt and make available for use by every student at least one (1) textbook or instructional materials in each subject at grade reading level in every grade.
- **(b)** Cities or special school districts may adopt the same textbooks and instructional materials that are used in the county in which the city or district is located.
- **(c)(1)** Local boards of education shall appoint review committees to review the textbooks and instructional materials proposed for adoption and shall make their adoption upon recommendations of such committees. These committees shall be set up by grade and subject matter fields and composed of teachers, or supervisors and teachers, and parents with children enrolled in the LEA at the time of appointment to a committee. The local board may also appoint experts in the grade level or subject matter field for which textbooks and instructional materials are to be reviewed. Experts may be college professors or credentialed subject matter specialists. The board shall determine the number of members of the committee based upon the relative size of the LEA.
- **(2)** Teachers and supervisors who serve on a committee shall be teaching or supervising the respective grade or subject at the time of appointment. Committees shall be composed by grade or groups of grades arranged so that a committee may consider an entire series of books if it should so desire; provided, that in all cases, the teachers and supervisors appointed to the committees shall be licensed to teach in the state with endorsements in the subject matter or grade level for which textbooks or instructional materials are being reviewed. Teachers and supervisors shall have three (3) or more years of experience as teachers or supervisors in the public schools.
- **(3)** The members of the committee authorized in this section shall serve for the length of time that the adoption process for which they are appointed lasts.
- **(d)(1)** All members appointed on the committees shall subscribe to the oath as set out in § 49-6-2201(i).
- **(2)** The oath shall be administered by the county mayor or by some authorized official empowered to administer an oath.
- **(e)** The director of schools in the LEA adopting textbooks or instructional materials under this part shall serve as an ex officio member of all committees appointed under subsection (c). The director of schools shall record a list of all textbooks or instructional materials adopted by the local board of education. Immediately, at the completion of the adoption process, the director shall forward a copy of the recorded adoption to the commissioner of education and shall post on the LEA's website the list of all books adopted.
- **(f)** As provided in § 49-6-2202(e), a local board may furnish electronic textbooks and instructional materials to pupils attending the public schools; provided, that the electronic textbooks and instructional materials are furnished free of charge. A board that chooses to furnish electronic textbooks and instructional materials to pupils attending school in the district shall provide reasonable access to the electronic textbooks and instructional materials and other necessary computer equipment to pupils in the district who are required to complete homework assignments and to teachers providing homework assignments utilizing electronic textbooks and instructional materials furnished by the board.



SEPTEMBER UPDATE:

MATH TEXTBOOK &  
INSTRUCTIONAL MATERIALS  
ADOPTION

2022-2023





# WCS Timeline & Process

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1. Final list of TDOE approved math textbooks and instructional materials is published **(October)**  
**(November 3)**
2. Textbook committee comprised of WCS teachers and parents is selected and names are submitted to WCS School Board for approval. Each school is represented in this committee. The committee is composed by 3 grade bands, elementary, middle, and high.  
**(October/November)**
3. WCS requests sets of publisher provided review materials from TN Book Co. **(October)**  
**(November)**
4. Five elementary, five middle and five high schools are selected to house sets of publisher provided review materials to make available to textbook committee members and teachers for review. **(October)**
5. Each selected school submits a plan that includes provisions for housing the collection of materials and availability for review by WCS employees and adoption committee. **(November)**
6. One collection of materials will be displayed at the PD Center to provide a space for public review. Five public review opportunities will be published and shared with WCS families and the community. **(December – February)**



# WCS Timeline & Process

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7. After reviewing the collection of materials presented, teachers make a recommendation to the textbook committee for a preferred textbook. **(February)**
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  - Textbook adoption committee members are provided data on teacher recommendations for the school they represent.
8. Textbook adoption committee members make a recommendation to the school board for final vote and approval. **(February/March)**
9. WCS Superintendent records the list of textbooks and instructional materials adopted by the WCS School Board and forwards a copy of the recorded adoption to the Commissioner of Education. **(March/April) (June 30)**
10. The list of adopted textbooks is published on our WCS website. **(May)**
11. Textbooks and instructional materials are ordered. **(May)**
12. Training and implementation plans are created in partnership with publishers. **(March - May)**
13. Teachers are trained on the implementation of the adopted textbooks and instructional materials. **(May - July; ongoing throughout the first 2 years)**

# TDOE Communication & Deadlines

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## Mathematics Textbook Adoption Update

July 28, 2022

Contact: [Virginia.Mayfield@tn.gov](mailto:Virginia.Mayfield@tn.gov)

On July 25, 2022, the Tennessee Textbook and Instructional Materials Quality Commission convened to review advisory panelists' recommendations for approved mathematics textbooks. This meeting resulted in a recommended list of Commission-approved mathematics textbooks which will go before the State Board of Education on first reading at a special called meeting on August 11th.

Publishers have until September 6th to appeal the Textbook Commission's recommendation for materials that did not pass the Commission on the first read. We are still on track for having a finalized list of approved mathematics materials for districts following the **October 2022** State Board of Education Meeting.

Districts will then have until **April 15, 2023**, to complete their local mathematics instructional materials adoption processes.

## Mathematics Textbook Adoption Update

August 18, 2022

Contact: [Michael Bradburn](#)

On July 25, 2022, the Tennessee Textbook and Instructional Materials Quality Commission convened to review advisory panelists' analyses of all materials bid for mathematics adoption. The Commission approved a preliminary list of mathematics textbooks for State Board of Education review on first read in August.

Publishers have until September 6, 2022, to appeal the Textbook Commission's initial recommendation for materials which did not pass the Commission on first read. We are still on track for having a finalized list of approved mathematics materials for districts following the October 2022 State Board of Education Meeting. Districts will be able to begin their local adoption process when the statewide math adoption list is formally released on **Nov. 3, 2022**.

Districts will then have until **June 30, 2023**, to complete their local mathematics instructional materials adoption processes.

# Next Steps in Adoption Timeline

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## Current Work – Textbook Adoption Committee

### September

- Schools submit teacher nominations for the textbook adoption committee.
  - Licensed to teach in TN
  - Endorsed in the subject matter or grade level
  - Three (3) or more years of experience in public schools
- Selection of parents for the textbook adoption committee
  - Each school principal nominates a parent
  - Nominations are reviewed by WCS cabinet, TLA and WCS Board Chair
  - 6 elementary school parents are selected
  - 3 middle school parents are selected
  - 3 high school parents are selected



# Next Steps in Adoption Timeline

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## Current Work – District Review Plans

### September

- Schools are geographically selected to house a set of all state board approved adoption materials that our district is reviewing. These are provided for teacher and textbook committee review.
  - 5 elementary schools
  - 5 middle schools
  - 5 high schools
- Selection of dates and times for public review



# Next Steps in Adoption Timeline

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## Upcoming Work

### October

- Math adoption committee nominees are submitted to WCS School Board of Education for approval.

### November

- Tennessee Textbook Commission publishes the final adoption list (November 3)
- WCS math specialists meet with TLA leadership to narrow down the list of options aligning to our adoption goals and vision set for math instruction.



# Math Textbook & Instructional Materials Adoption Work

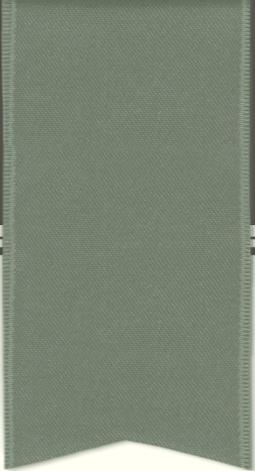
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## Math Implementation Support District Grant

### Partnering with SchoolKIT

- Interview math specialists and administrators regarding the current state of math instruction in WCS and conduct walkthroughs of math classes in grades K-12 (September/October)
- Strategic planning sessions to create our vision for math instruction for the district. (September/October)
- Implementation support after we adopt instructional materials (May – Fall 2023)
  - School leader training and coaching on implementation of revised standards
  - Implementation of new curriculum once adoption is finalized – this includes professional development
  - Training on best practices for math instruction



OCTOBER UPDATE:

MATH TEXTBOOK &  
INSTRUCTIONAL MATERIALS  
ADOPTION

2022-2023



# TDOE Latest Update on Adoption Process

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## Mathematics Textbook Adoption Update

**Audience:** Directors of Schools, Curriculum Supervisors

**Contact:** [Virginia.Mayfield@tn.gov](mailto:Virginia.Mayfield@tn.gov)

On September 22, 2022, the Tennessee Textbook and Instructional Materials Quality Commission convened to listen to publisher mathematics textbooks appeals. This meeting resulted in the inclusion of additional materials on the recommended list of Commission-approved mathematics textbooks. This list will go before the State Board of Education on the final read on October 28, 2022. Please note that the list is not final until voted upon by the State Board of Education.

At this time districts can begin their local adoption processes as defined in [T.C.A. § 49-6-2207](#).

**Districts will then have until June 30, 2023 to complete their local mathematics instructional materials adoption processes.**



# WCS Timeline & Process

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1. Final list of TDOE approved math textbooks and instructional materials is published **(October)**  
**(November 3)**
2. Textbook committee comprised of WCS teachers and parents is selected and names are submitted to WCS School Board for approval. Each school is represented in this committee. The committee is composed by 3 grade bands, elementary, middle, and high. **(October/November)**
3. WCS requests sets of publisher provided review materials from TN Book Co. **(October)**  
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4. Five elementary, five middle and five high schools are selected to house sets of publisher provided review materials to make available to textbook committee members and teachers for review. **(October)**
5. Each selected school submits a plan that includes provisions for housing the collection of materials and availability for review by WCS employees and adoption committee. **(November)**
6. One collection of materials will be displayed at the PD Center to provide a space for public review. Five public review opportunities will be published and shared with WCS families and the community. **(December – February)**



# Publisher Provided Materials

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- Textbooks & instructional materials on the state list have been approved by TDOE (100% standard alignment required).
- LEA's request samples from TN Book Co.
- Each publisher has a set of sample materials they offer districts as part of the review process.
- Digital samples are also offered and usually contain more content (in some cases all the content).
- We can request any additional materials we want to review. It is up to each publisher to respond to requests for additional materials.



# Update on Adoption Process

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- Textbook committee comprised of WCS teachers and parents is selected and names are submitted to WCS School Board for approval. Each school is represented in this committee. The committee is composed by 3 grade bands, elementary, middle, and high. **(October/November)**
  - Teacher nominees' criteria has been verified by HR
    - Teaching the respective grade or subject at the time of appointment
    - Licensed to teach in the state with endorsements in the subject matter or grade level for which textbooks or instructional materials are being reviewed
    - Three (3) or more years of experience as teachers or supervisors in the public schools
  - Twelve (12) parents have been selected to serve on the committee
    - Six (6) parents represent elementary schools
    - Three (3) parents represent middle schools
    - Three (3) parents represent high school



# Update on Adoption Process

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- Five elementary, five middle and five high schools are selected to house sets of publisher provided review materials to make available to textbook committee members and teachers for review. **(October)**

Elementary Schools	Middle Schools	High Schools
Allendale	Sunset	Ravenwood
Jordan	Hillsboro	Fairview
Hunters Bend	Page	Centennial
Oak View	Spring Station	Page
Pearre Creek	Grassland	Independence



## Next Steps

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Final list of TDOE approved math textbooks and instructional materials is published (November 3)



WCS math specialists meet with TLA leadership to narrow down the list of options aligning to our adoption goals and vision set for math instruction.



WCS requests sets of publisher provided review materials from TN Book Co.



# Next Steps

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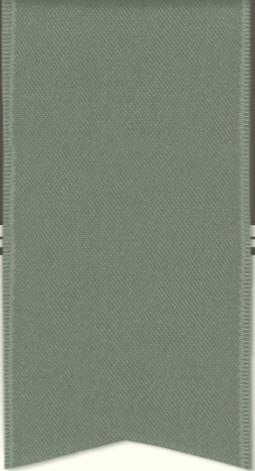
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Selection of dates and times for public review



Work with the Communications Department to publicize these review opportunities



NOVEMBER UPDATE:

MATH TEXTBOOK &  
INSTRUCTIONAL  
MATERIALS ADOPTION

2022-2023



# TDOE Latest Update on Adoption Process

## TDOE Site: Information for Districts

The screenshot shows the Tennessee Department of Education website. At the top left is the TN Department of Education logo. To the right is a search bar labeled 'Search Education' and a 'Go to TN.gov' link. Below the header is a navigation menu with links: Home, Top Links, About TDOE, Instruction, For Educators, For Students & Families, For Districts, News, and Reading 360. An orange banner below the navigation menu contains a message: 'THE TENNESSEE DEPARTMENT OF EDUCATION WILL BE MAKING UPDATES TO IMPROVE THIS WEBSITE FOR USERS AND STAKEHOLDERS. PREVIOUS LINKS AND PAGES WILL CHANGE AS WE UNDERGO THIS WORK.' The main content area is split into two columns. The left column is a sidebar menu with the following items: Textbooks (highlighted with a red underline), Commission, Meetings and Workshops, Adoption Process & Timeline, Online Samples, Laws, Rules, and Policies, Reviews, For Reviewers, For Districts, For Publishers, and Collection Sites. The right column is titled 'Information for Districts' and contains a list of links: Overview of Local Textbook Adoption Process, Resources and Procedures for District Mathematics Textbook Adoptions, Scoring Rubrics, Local Review Committee, Adoption, and Textbook Waivers.

**TN** Department of Education

Go to TN.gov

Search Education

Top Links About TDOE Instruction For Educators For Students & Families For Districts News Reading 360

**i** THE TENNESSEE DEPARTMENT OF EDUCATION WILL BE MAKING UPDATES TO IMPROVE THIS WEBSITE FOR USERS AND STAKEHOLDERS. PREVIOUS LINKS AND PAGES WILL CHANGE AS WE UNDERGO THIS WORK.

Textbooks

Commission

Meetings and Workshops

Adoption Process & Timeline

Online Samples

Laws, Rules, and Policies

Reviews

For Reviewers

**For Districts**

For Publishers

Collection Sites

## Information for Districts

- > Overview of Local Textbook Adoption Process
- > Resources and Procedures for District Mathematics Textbook Adoptions
- > Scoring Rubrics
- > Local Review Committee
- > Adoption
- > Textbook Waivers

## Summary of TDOE Approved Math Textbooks and Instructional Materials

### TEXTBOOK and INSTRUCTIONAL MATERIALS QUALITY COMMISSION

#### Summary of Publishers recommended for inclusion on the Mathematics Schedule B Adoption List

This document serves as a summary of the of the attached documentation. This chart represents all of the publishers and their associated titles recommended for approval by the Tennessee Textbook and Instructional Materials Quality Commission following their September 22, 2022 convening.

Publisher	Title	Grades
Accelerate Learning, Inc.	STEMscopes Math	K-8
		Algebra 1
Amplify	Amplify Math TN	6-8
		Algebra 1
Bedford, Freeman, and Worth	Statistics and Probability with Applications	Statistics
Big Ideas Learning	Tennessee Math	6-8
		Algebra 1, Geometry, Algebra 2
Cengage	Understanding Basic Statistics	Statistics
Curriculum Associates	i-Ready Classroom Mathematics	K-8
Great Minds	Eureka Math Squared TN Edition	K-5
Houghton Mifflin Harcourt	Intro Math	K-8
		Algebra 1, Geometry, Algebra 2
Mathspace	Mathspace Tennessee	Algebra I, Geometry, Algebra 2
		Integrated Math 1, 2, 3
McGraw Hill	Tennessee Reveal Math	K-8
	Bluman, Elementary Statistics	Algebra 1, Geometry, Algebra 2
Ns4ed, LLC	Pathway2Careers	Statistics
		Algebra I, Geometry, Algebra 2
Open Up Resources	Our K-5 Math TN	K-5
	Our 6-8 Math TN	6-8
	Our HS Math TN	Algebra I, Geometry, Algebra 2
SAVVAS	envision Mathematics Tennessee	K-8
		Algebra I, Geometry, Algebra 2
		Integrated Math 1, 2, 3
	Demana, Precalculus: Graphical, Numerical, and Algebraic	Precalculus
	Sullivan, Precalculus: Enhanced with Graphic Utilities	
	Blitzer, Precalculus	Calculus
	Demana, Calculus: Graphical, Numerical, and Algebraic	
	Bock, Stats in Your World	Statistics
Larson, Elementary Statistics: Pictures the World		
Triola, Elementary Statistics		
Zearn	Zearn Math	K-8



# Summary by Grade Band

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K-5
Accelerate Learning
SAVVAS
Curriculum Associates
Zearn
Great Minds
McGraw Hill
Open Up
HMH

6-8
Accelerate Learning
SAVVAS
Curriculum Associates
Zearn
McGraw Hill
Open Up
HMH
Amplify
Big Ideas Learning
Math Space

AGA
SAVVAS
Open Up
HMH
Big Ideas Learning
Math Space
McGraw Hill
Ns4ed

# Summary by Course (Post Algebra 2)

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4th Year Math		
Precalculus	Calculus	Statistics
SAVVAS (3 options)	SAVVAS (1 option)	SAVVAS (3 options)
		McGraw Hill
		Cengage
		BFW

# Committee Work Begins

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## First Committee Meeting

- November 29, 2022
- 4:15 – 5:30 pm
- WCS PD Center, 1761 West Main Street, Franklin

## Agenda items for the first meeting

- Overview of the adoption process including a timeline outlining the work
- Present the TDOE list approved math instructional resources
- Discuss information gathered about each resource
- Propose and agree on a format for paring down the lists for K- Algebra 2
- Read and sign oath (TDOE Form 2154)

# Oath Signed by Committee Members

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## Oath to Be Administered to Members of the Local Textbook Committee

(Part of TDOE Form 2154)

“I do hereby declare that I am not now directly or indirectly financially interested in, or employed by, any textbook publisher or agency, and that I will not become directly or indirectly financially interested in any of the proposed contracts, nor in any book, nor in any publishing concern handling or offering any books or other publications to the Committee, of which I am a member, for listing and adoption, and I do hereby promise that I will act honestly, faithfully, and conscientiously, and in all respects will discharge my duty as a member of the Committee to the best of my skill and ability.”



# Announcement of Public Reviews

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Publish in InFocus



Send to local media for publication



Share on district's social media channels



Publish on district and school websites

# Public Reviews

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Location of all public reviews: WCS PD Center

1761 West Main Street, Franklin

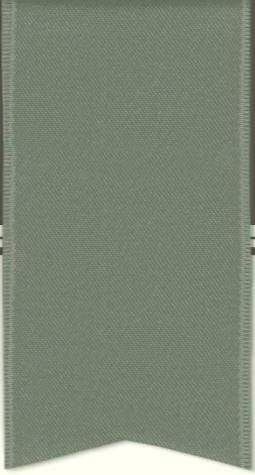
January 17, 4:00-7:00

January 23, 9:00-4:00

February 2, 12:00-6:00

February 8, 4:00-7:00

February 13, 9:00-4:00



JANUARY UPDATE:

MATH TEXTBOOK &  
INSTRUCTIONAL  
MATERIALS ADOPTION

2022-2023



# Committee Work Begins

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## Agenda items for the first committee meeting

- Overview of the adoption process including a timeline outlining the work
- Present the TDOE list approved math instructional resources
- Discuss information gathered about each resource
- Propose and agree on a format for paring down the lists for K- Algebra 2
  - Committee agreed to wait for the TDOE to post graded rubrics (to be posted by Nov.30)
  - Consider Instructional Tech rubric for digital component integration
- Read and sign oath (TDOE Form 2154)

# Committee Work Begins

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## Original Plans

- The list was to be pared down first week of December using the state provided rubrics and the IT rubrics created by WCS.
- Teachers were to review the pared down list on January 3rd at the district-wide PD.

## Altered Plans

- Rubrics were not provided by TDOE until January 6th.
- Change of district wide PD plans
  - 6-12 teachers participated in presentations provided by all publishers of approved materials
  - K-5 committee members participated in presentations provided by all publishers of approved materials
  - K-5 teachers had the option to review all approved materials at their school site
- The list was pared down on the recommendation of the committee on January 9th.

# Adoption Review List (Kinder – Algebra II)

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K-5	6-8	AGA
Reveal Math by McGraw Hill (91%)	Into Math by Houghton Mifflin Harcourt (93%)	envision Math by SAVVAS (93%)
Into Math by Houghton Mifflin Harcourt (88%)	Reveal Math by McGraw Hill (71%)	Reveal Math by McGraw Hill (90%)
envision Math by SAVVAS (88%)	TN Math by Big Ideas (64%)	Into Math by Houghton Mifflin Harcourt (77%)
Eureka Math by Great Minds (58%)	iReady Math by Curriculum Associates (64%)	TN Math by Big Ideas (70%)

The percent noted is representative of the committee's selection for the resource.

# Adoption Review List (4th year math)

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Precalculus	Calculus	Statistics
SAVVAS (3 options)	SAVVAS (1 option)	SAVVAS (3 options)
		McGraw Hill
		Cengage
		BFW

# Next Steps

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Committee meets next week with each of the publishers for a deep dive into each curriculum (January 17).

Teacher reviews at the selected school sites continues throughout January and February. Digital reviews are also available to all teachers.

Public reviews begin next week at the PD Center.

- January 17, 4:00-7:00
- January 23, 9:00-4:00
- February 2, 12:00-6:00
- February 8, 4:00-7:00
- February 13, 9:00-4:00

# Adjustment to Our Timeline

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February 20th: Teachers review pared down list during part of the site-based PD day.



February 20th – 22nd: Teachers begin to cast their selection as a recommendation to the adoption committee.



Last week of February (TBD): The committee meets to cast their final recommendation for adoption. The committee represents the teacher voice and selection of the curriculum.

# WCS Timeline & Process

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1. Textbook adoption committee members make a recommendation to the school board for final vote and approval. (~~February~~/March)
2. WCS Superintendent records the list of textbooks and instructional materials adopted by the WCS School Board and forwards a copy of the recorded adoption to the Commissioner of Education. (March/April)
3. The list of adopted textbooks is published on our WCS website. (May)
4. Textbooks and instructional materials are ordered. (May)
5. Training and implementation plans are created in partnership with publishers. (March - May)
6. Teachers are trained on the implementation of the adopted textbooks and instructional materials. (May - July; ongoing throughout the first 2 years)



## **MEMORANDUM**

To: Kevin Fortney, Assistant Superintendent for Operations  
From: Eric J. Gardner, P.E., Director of Facilities & Construction  
Date: January 4, 2023  
Re: Facilities & Construction Project Updates

### **CONSTRUCTION PROJECTS**

#### **Ravenwood High School Addition – Project Substantially Complete**

- The contractor is working to complete punch list items.
  - Final exterior clean up and placement of sod will occur as weather allows.
- Students and teachers began using the facility Wednesday, January 4, 2023.



**Finished Science Classroom**



**Finished Stairwell**

**Summit High School Addition – Projected Completion Date: January 31, 2023**

- The contractor is installing flooring and finish fixtures. Approximately 90% of the flooring is installed.
- The 2<sup>nd</sup> floor gang bathroom floors have been leveled and the resinous flooring will be installed this week.
- Casework installation is 95% completed.
- The contractor has begun forming up to pour sidewalk around the building.



**2<sup>nd</sup> Floor Corridor**



**2<sup>nd</sup> Floor Bathroom Floors**



**Classroom Casework**

**Page High School Phase 3 - Project Completion Date: May 1, 2023**

- This is the 2<sup>nd</sup> of two three-story classroom/administration buildings. This phase recapitalizes more classrooms, labs, offices, kitchen/cafeteria, band, and JROTC areas. It will be followed by Phase 4, which includes a new Main Gym and new PE & athletic locker rooms.
- Installation of metal studs on the second and third floor continues.



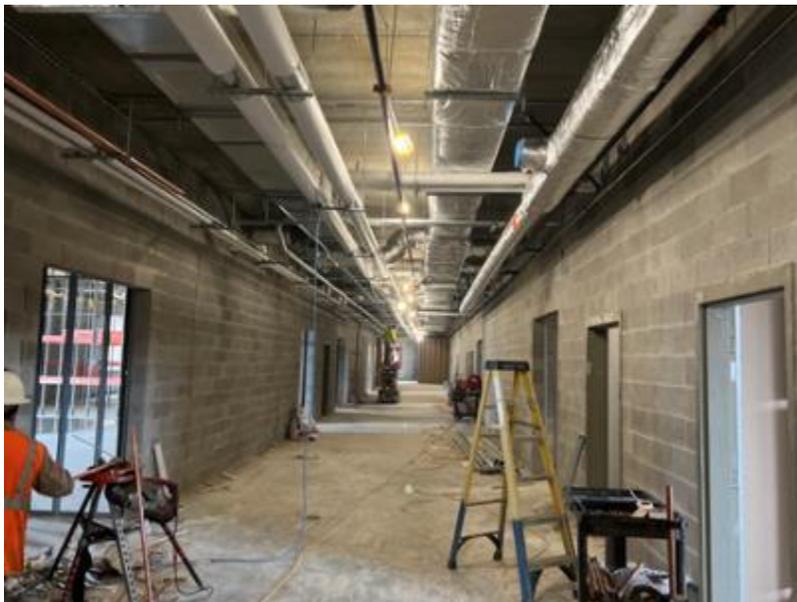
- FRP door installation has begun.
- Aluminum canopy installations have begun.
- Cast stone and brick placement is complete.
- MEP above ceiling throughout the first, second and third floor continues.
- Roof installation continues at high roof area.
- Exterior storm drain lines installation around the building has begun.



**Awning, window frames, and FRP doors**



**Interior wall insulation**



**Above ceiling MEP on second floor**

**South Area Elementary School – Project Completion Date: May 31, 2023**

- This is a two story, 121,000 +/- SF prototype elementary school, most recently constructed at Creekside Elementary. The property is located at 1724 Wilkes Lane in Spring Hill.



- Concrete slabs in all first-floor areas have been completed.
- All topping slabs except above Area A have been poured. The slab above Area A will be poured this week.
- All stairways have been installed.
- Metal framing has been completed in Areas B, E, and F and continues in other areas.
- Overhead electrical and HVAC continues on the first floor.
- Geothermal well drilling is approximately 50% complete.
- Truss installation in Areas E and F is complete. Decking installation has begun.



**Gymnasium Roof Installation**



**Truss and decking in Areas E and F**



**Geothermal Well Drilling**



**East Area Elementary School – Projected Completion Date: June 14, 2023**

- This is a two story, 121,000 +/- SF prototype elementary school, most recently constructed at Creekside Elementary. The property is located at 6286 Cox Road near Triune and includes enough space for both a middle school and an elementary school.
- In-wall and above ceiling MEP continues throughout the first floor.
- Second floor topping slab has been placed in all sections.
- All stairwells have been installed.
- Placement of CMU walls continues to the second floor bearing height.
- Light pole bases have been installed around the site.
- Geothermal wells are 100% complete, lateral line installation continue.



**Gym entrance**



**Media center**



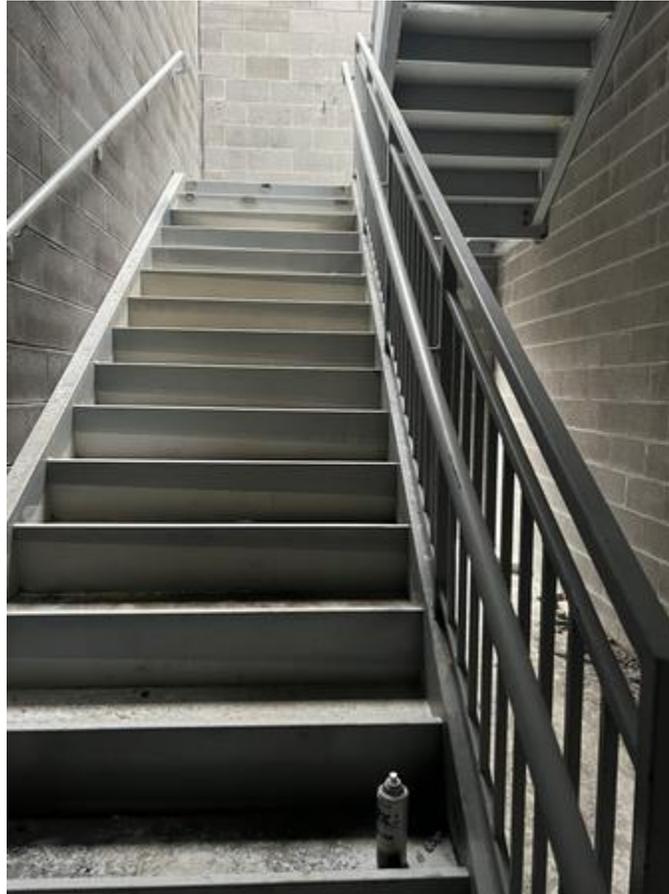
**Area F exterior CMU walls**

**Brentwood Middle School Replacement – Projected Completion Date: June 1, 2025**

- Two-phase construction project to replace and expand the capacity of BMS is being designed by Johnson & Bailey Architects (J&B).
- The Gymnasium slab has been poured.



- Steps have been installed to the mezzanine.
- The contractor has begun placing bar joists in the D wing.
- Exterior walls for cafeteria are 80% complete.
- Footing installation continues in the A&B wing.



**Stairs installed to mezzanine**



**Gymnasium Slab**



**Placement of bar joists**



**Cafeteria walls**



To: Board of Education

From: Rachel Farmer, Assistant Superintendent- Budget and Finance *nb*

RE: Amendment and Resolution for 2022-2023

Date: January 17, 2023

**The following budget amendment 2022-2023 fiscal year will require your approval only.**

**General Purpose School Fund Amendment:**

**01.23. CTE Middle School STEM Grant:**

We have received a State grant to expand CTE STEM classes in middle schools specifically adding US Drone Soccer at three middle schools. **\$29,998**

**The following resolution year will require both board and commission approval.**

**General Purpose School Fund Resolution:**

**02.23. Intercategory Transfer Salary 22-23**

During budget preparation the raise was included in one line item of the budget within the Board of Education major category. It is now necessary to transfer this cost for salary and benefits to the proper accounts. The attachment to the resolution reflects the various salary and benefit amounts that need to be transferred in the amount of **\$9,214,688**.

**Amendment**

**AMENDING THE 2022-2023 GENERAL PURPOSE SCHOOL FUND BUDGET BY \$29,998 FOR THE CTE MIDDLE SCHOOL STEM GRANT**

**WHEREAS,** we applied and received a CTE Middle School STEM grant which we are using to expand our STEM classroom experience by offering US Drone Soccer in three of our middle schools (Grassland Middle, Brentwood Middle and Mill Creek Middle); and

**WHEREAS,** this is a one-time grant that expires June 30, 2023;

**NOW, THEREFORE BE IT RESOLVED,** that the Williamson County Board of Education meeting in regular session on January 17, 2023 approve and amend the **2022-2023** General Purpose School fund budget in the following manner:

**Revenue**

<b>141.40000.465900.G5606</b>	<b>Other State Education Funds</b>	<b>\$29,998</b>
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**Expenditure**

<b>141.71300.542900.385.G5606</b>	<b>Instructional Supplies &amp; Materials</b>	<b>\$18,954</b>
<b>141.71300.552400.385.G5606</b>	<b>In-Service/Staff Development</b>	<b>898</b>
<b>141.71300.573000.385.G5606</b>	<b>Vocational Equipment</b>	<b>10,146</b>
		<hr/>
		<b>\$29,998      \$29,998</b>

**ACTION TAKEN:**

School Board

For \_\_\_\_\_ Against \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

Requested by: BOARD OF EDUCATION

**RESOLUTION FOR INTER-CATEGORY ADJUSTMENT FOR APPROVED RAISE FOR THE  
2022-2023 BUDGET YEAR**

**WHEREAS,** the Williamson County Commission authorized a minimum 3% raise for all county employees to be paid in the 2022-2023 year; and

**WHEREAS,** the original raise amount was included in the 2022-2023 budget in one line item and needs to be distributed to the proper salary and benefit accounts; and

**NOW, THEREFORE BE IT RESOLVED,** that the Williamson County Board of County Commissioners meeting in regular session on February 13, 2023, amend the 2022-2023 General Purpose School funds' budget through an inter-category adjustment as follows:

**General Purpose School Fund**

**Expenditure (Decrease)**

**141.72310.518945**

**Other Salaries & Wages-  
Supplements**

**\$9,214,688**

**Expenditure (Increase)**

**See attached Account  
Codes for Detail**

**Various Salary and Benefit  
accounts**

**\$9,214,688**

\_\_\_\_\_  
Commissioner Ricky Jones

**COMMITTEES REFERRED TO & ACTION TAKEN:**

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

\_\_\_\_\_  
Jeff Whidby, County Clerk

\_\_\_\_\_  
Brian Beathard, Commission Chairman

\_\_\_\_\_  
Rogers Anderson, County Mayor

\_\_\_\_\_  
Date

<b>MAJOR ACCT</b>	<b>ACCOUNT DESCRIPTION</b>		
<b>71100- REGULAR INSTRUCTION</b>	511600 TEACHERS	\$	1,423,309
	512800 HOMEBOUND TEACHERS		15,000
	516300 EDUCATIONAL ASSISTANTS		1,114,000
	518951 OSW-FAMILY INVOLVEMENT		3,600
	519500 CERTIFIED SUBSTITUTE TE		310,000
	519800 NON-CERTIFIED SUBSTITUT		1,820,000
	520100 SOCIAL SECURITY		840,000
<b>71200 SPECIAL EDUCATION INSTRU</b>	511600 TEACHERS		100,000
	511605 TEACHERS-ESY		58,000
	520100 SOCIAL SECURITY		210,000
	520400 PENSIONS		250,000
	521200 EMPLOYER MEDICARE		61,000
<b>72110 ATTENDANCE</b>	510500 SUPERVISOR/DIRECTOR		2,298
	518900 OTHER SALARIES & WAGES		7,400
	520100 SOCIAL SECURITY		1,132
	520400 PENSIONS		5,500
	521200 EMPLOYER MEDICARE		500
<b>72120 HEALTH SERVICES</b>	513100 MEDICAL PERSONNEL		145,000
	513150 MEDICAL PERSONNEL-NURSE		100,000
	520100 SOCIAL SECURITY		70,000
	521200 EMPLOYER MEDICARE		12,500
<b>72215 ALTERNATIVE SUPPORT</b>	510500 SUPERVISOR/DIRECTOR		2,549
	516100 SECRETARY(S)		855
<b>72220 SPECIAL EDUCATION SUPPOR</b>	510500 SUPERVISOR/DIRECTOR		2,610
	518900 OTHER SALARIES & WAGES		775,000
	520100 SOCIAL SECURITY		68,305
	520400 PENSIONS		58,900
	521200 EMPLOYER MEDICARE		5,971
<b>72230 CAREER/TECH EDUC SUPPORT</b>	510500 SUPERVISOR/DIRECTOR		
	518900 OTHER SALARIES & WAGES		16,700
	520100 SOCIAL SECURITY		2,125
<b>72250 TECHNOLOGY</b>	510500 SUPERVISOR/DIRECTOR		2,455
	512100 DATA PROCESSING PERSONN		227,500
	520100 SOCIAL SECURITY		29,800
	520400 PENSIONS		118,500
	521200 EMPLOYER MEDICARE		6,870
<b>72310 BOARD OF EDUCATION</b>	518600 LONGEVITY PAY		

	518999 OSW-ATTORNEY	2,298
	520100 SOCIAL SECURITY	100
	520400 PENSIONS	3,186
<b>72320 OFFICE OF SUPERINTENDENT</b>	510100 CO OFFICIAL/ADM OFFICER	5,970
	510300 ASSISTANT(S)	13,625
	516100 SECRETARY(S)	32,975
	518900 OTHER SALARIES & WAGES	2,760
	520100 SOCIAL SECURITY	10,246
	520400 PENSIONS	33,000
<b>72410 OFFICE OF PRINCIPAL</b>	510400 PRINCIPALS	
	516100 SECRETARY(S)	500,000
	518700 OVERTIME PAY	72,000
	520100 SOCIAL SECURITY	73,000
<b>72510 FISCAL SERVICES</b>	510500 SUPERVISOR/DIRECTOR	2,984
	520400 PENSIONS	18,933
<b>72610 OPERATION OF PLANT</b>	510500 SUPERVISOR/DIRECTOR	2,298
	516600 CUSTODIAL PERSONNEL	5,200
	518900 OTHER SALARIES & WAGES	9,315
	520400 PENSIONS	16,000
<b>72620 MAINTENANCE OF PLANT</b>	510500 SUPERVISOR/DIRECTOR	2,298
	516100 SECRETARY(S)	2,000
	518900 OTHER SALARIES & WAGES	3,571
	520100 SOCIAL SECURITY	4,800
	520400 PENSIONS	126,000
<b>72710 TRANSPORTATION</b>	518920 OSW-TRANS OFFICE	23,000
	520100 SOCIAL SECURITY	113,750
	520400 PENSIONS	268,000
<b>TOTAL</b>		<b>\$ 9,214,688</b>

# Williamson County Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term:  <b>Field Trips</b>	Descriptor Code: <b>4.302</b>	Issued Date: <b>04/20/20</b>
		Rescinds: <b>4.302</b>	Issued: <b>11/27/17</b>

1 All school-sponsored field trips must be educational in nature and be clearly relevant to a specific lesson  
2 or unit of study in the established curriculum. All school-sponsored field trips must be approved by the  
3 school Principal. Overnight school-sponsored field trips must be approved in advance by the school  
4 Principal and the Superintendent of Schools.

5 Each student shall have written permission from a parents or guardian on file at the school, prior to  
6 leaving on a trip.

7 The individual school must pay from its funds the cost of hiring the bus driver as per Board approved  
8 schedule.

9 At least one teacher must accompany each bus on any school-sponsored field trip.

## 10 **Post-Secondary Institution Visits**

11 Seniors *and juniors* may visit post-secondary institutions during the school year for no more than four  
12 (4) days per year. The student must bring documentation from the post-secondary institution indicating  
13 the student visited. Post-secondary institution visits will be considered field trips for attendance  
14 purposes as long as the student provides documentation. Documentation must be returned to the school  
15 following the post- secondary institution visit within three (3) school days for the student's absence to be  
16 considered a field trip for attendance purposes.

## 12 **Independently Planned Trips**

13 Trips privately planned by school district employees, acting outside the scope of their employment, are  
14 not authorized by the school district.

15 These trips are not approved by the Board and are not considered a part of the curriculum. Total  
16 Responsibility for privately planned trips rests with the chaperone(s) as well as with the  
17 parent(s)/guardian(s) of the students participating in the trip. The following restrictions shall apply:

- 18 1. Board funds or resources shall not be used;
  - 19 2. School district materials shall not be used;
  - 20 3. The Board shall not assume any liability;
  - 21 4. Employees are not authorized to act on behalf of the school district;
  - 22 5. Recruitment efforts made by an employee shall not occur during the instructional school day;
  - 23 and
  - 24 6. Absences caused by participation in privately planned trips shall be considered unexcused.
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Cross References

Special Use of School Vehicles 3.402

Extracurricular Activities 4.300

Attendance 6.200

# Williamson County Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <h2 style="text-align: center;">Report Cards and Grading Systems</h2>	Descriptor Code: <b>4.600</b>	Issued Date: Click here to enter a date.
		Rescinds: <b>4.600</b>	Issued: <b>05/16/22</b>

1    **REPORT CARDS**

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

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

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

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

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

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

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

16   The student is making progress toward the standard.

17   The student is not making progress toward the standard

18   **GRADES 2- 12 NUMERICAL GRADING SCALE:<sup>1</sup>**

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

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

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

## 5 **WEIGHTED GRADES**

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

8 For Advanced Placement (A.P.) and International Baccalaureate (I.B.) courses, teachers will add five  
9 (5) percentage points to grade each grading period and each semester exam. For the second semester,  
10 the student must sit for the exam in order to earn five (5) percentage points for the second semester.

11 For Honors and Pre-AP courses, including middle school courses taught at high school honors level,  
12 teachers will add three (3) percentage points to each grading period and each semester exam.

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

16 *The methodology used to calculate the dual enrollment percentage points and the conversion chart*  
17 *shall be included annually in the High School Programming Guide.*

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

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

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

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

28

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

32

33

34

1

2

3 **GPA CALCULATION FOR HIGH SCHOOL COURSES**

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

11 This weighted grading scale shall be used for all official purposes including report cards, GPA, honor  
12 roll, etc.

13 **LOTTERY SCHOLARSHIPS<sup>2</sup>**

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

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

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

22 **LOTTERY SCHOLARSHIP DAY**

23 Each school year, prior to scheduling courses for the following school year, schools teaching students in  
24 grades 8-11 shall conduct a lottery scholarship day for students and their parents.<sup>3</sup>

25 **COLLEGE ADMISSIONS**

26 For purposes of communicating with college admissions offices and scholarship granting agencies, grade  
27 point averages (GPA) will be calculated.

28 **HONORS RECOGNITION**

- 1 The weighted GPA will be calculated on all course work using the Williamson County Grading Scale.  
2 GPA will also be calculated using the Tennessee Uniform Grading Scale for Lottery/Hope Scholarship  
3 purposes. Both the Williamson County weighted GPA and the Tennessee Uniform GPA will appear on  
4 the transcript.
- 5 Williamson County Schools will not rank students numerically.
- 6 For the purposes of honors recognition WCS will use the following Latin System:
- 7 Summa Cum Laude 4.25 and above  
8 Magna Cum Laude 4.00-4.24  
9 Cum Laude 3.75-3.99
- 10 Valedictorian and Salutatorian will be chosen using the following criteria:
- 11 Student must qualify for the highest Latin System honor awarded in the respective school.  
12 Student must sit for the AP /IB exam for every course in which enrolled and must achieve a score of 3  
13 or above on 75% of the AP / IB exams taken.  
14 Student will participate in at least 20 hours of community service during their four years of high  
15 school.
- 16 Students must earn the highest overall ACT composite for their graduating class. The highest ACT is  
17 considered the valedictorian(s) and the second highest is considered the salutatorian(s).

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Legal References

1. TRR/MS 0520-01-03-.02, State Board of Education  
Policy 3.301; Public Acts of 2022, Chapter No. 1080  
[TCA 49-6-407](#)

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Cross References

- Credit Recovery 4.210  
Promotion and Retention 4.603

2. TCA 49-4-904, 907
3. TCA 49-4-932(f)

# Williamson County Board of Education

Monitoring: <b>Review: Annually, in December</b>	Descriptor Term: <b>Promotion and Retention</b>	Descriptor Code: <b>4.603</b>	Issued Date: Click here to enter a date.
		Rescinds: <b>4.603</b>	Issued: <b>06/17/19</b>

## 1 *General*

2 *All promotion and retention decisions shall be made on a case-by-case basis and comply with state*  
3 *and federal law. All decisions shall be made in consultation with a student's IEP and/or 504 team, if*  
4 *applicable.*<sup>1</sup>

## 5 **PROMOTION**<sup>1</sup>

6 ~~The Superintendent of Schools/designee shall promote students to the next grade level based on the~~  
7 ~~successful completion of required academic work and on the satisfactory progress in each of the~~  
8 ~~relevant academic areas. However, no student enrolled in the third grade shall be promoted unless the~~  
9 ~~student has shown a basic understanding of curriculum and the ability to perform the skills required in~~  
10 ~~the subject of reading as demonstrated by the student's grades or standardized test results. This~~  
11 ~~requirement shall not apply to students who are participating in a board approved, research based~~  
12 ~~intervention prior to the beginning of the next school year or to students who have an individualized~~  
13 ~~education program (IEP).~~<sup>2</sup>

14 Students who have difficulty in achieving the requirements for promotion may be considered for  
15 retention. *Schools shall identify these students by February 1<sup>st</sup>.* Factors used to identify students for  
16 retention shall include:<sup>4,2</sup>

- 17 1. The student's ability to perform at the *expectations of the* current grade-level *standards*;
- 18
- 19 2. The results of local *assessments, screening, or monitoring tools* or state assessments, if  
20 applicable;
- 21
- 22 3. *State assessments, as applicable*;
- 23
- 24 4. *Home Literacy Reports*; <sup>3</sup>
- 25
- 26 5. The overall academic achievement of the student;
- 27
- 28 6. The student's ~~chance for~~ *likelihood of success* with more difficult material if promoted to the  
29 next grade;
- 30
- 31 7. Attendance record; and
- 32
- 33 8. The student's maturity.

1

2 *Students may be identified for retention after the February 1<sup>st</sup> deadline if the delay in identifying a*  
3 *student is due to:*<sup>4</sup>

4 *1. Date of enrollment; or*

5

6 *2. Additional information acquired from state or local assessments or screening data.*

## 7 ***PROMOTION PLANS***<sup>5</sup>

8 When a student is considered for retention, the student's parent/guardian shall be notified within  
9 fifteen (15) *calendar* days, and an individualized promotion plan shall be developed to help the student  
10 avoid retention.

11 The individualized promotion plan shall be developed in coordination with the student's teachers, *IEP*  
12 *or 504 team, if applicable*, and may also include input from the student's parent(s)/guardian(s), school  
13 counselor, or other appropriate school personnel.

14 *A copy of the plan will be provided to the student's parent(s)/guardian(s), and the school shall offer*  
15 *the opportunity for a parent-teacher conference to discuss the plan.*

16 Promotion plans shall include evidence-based promotion strategies. *Each promotion plan shall also*  
17 *include expectations and measurements that can be used to verify that a student has made sufficient*  
18 *progress to be promoted to the next grade level.* ~~such as:~~

19 ~~1. Special education services for students who qualify based on applicable state and federal~~  
20 ~~guidelines;~~

21

22 ~~2. Response to Instruction and Intervention (RTI2) to address deficits in student learning;~~

23

24 ~~3. Extended learning time beyond the regular school day or school week;~~

25

26 ~~4. Attendance support and interventions;~~

27

28 ~~5. Individual or small group tutoring; or~~

29

30 ~~6. Other personalized programming to augment the individual student's classroom learning and~~  
31 ~~instructional experiences.~~

32 ~~A copy of the plan will be provided to the student's parent(s)/guardian(s), and the school shall offer the~~  
33 ~~opportunity for a parent-teacher conference to discuss the plan.~~ If a student is not making progress on  
34 ~~the~~ *his/her* promotion plan, then the promotion strategies shall be modified *to support the student in*  
35 *the goal of promotion to the next grade level.* Parent(s)/guardian(s) shall be provided with any  
36 changes to the promotion plan.

37 A student who demonstrates sufficient academic progress with the strategies included in his or her  
38 promotion plan shall be promoted to the next grade level *unless retention is required per additional*

1 *requirements for students in third and fourth grade.*<sup>6</sup> and shall be enrolled in a summer reading or  
2 learning program, if available.

3 If a student is not making progress on his or her promotion plan, then the promotion strategies shall be  
4 modified to support the student in the goal of promotion to the next grade level.

5 *If a student has not demonstrated sufficient academic progress as defined in his/her promotion plan*  
6 *by the end of the school year, the student shall be eligible to enroll in a summer reading or learning*  
7 *program, if available. If a student is enrolled in a summer program, then a decision for retention*  
8 *shall be made after completion of the summer program. A decision for retention shall be made and*  
9 *communicated to the student's parent or guardian at least ten (10) calendar days prior to the start of*  
10 *the next school year. However, if the student wasn't enrolled in a summer program, the*  
11 *parent(s)/guardian(s) shall be notified of a decision for retention at least thirty (30) calendar days*  
12 *prior to the start of the next school year.*<sup>7</sup>

13 *The notification to the student's parent/guardian of the retention decision shall be in writing and*  
14 *sent electronically and shall include information regarding the right of the parent/guardian to*  
15 *appeal the retention decision.*  
16

## 17 **RETENTION**<sup>6</sup>

18 If a student has not demonstrated sufficient academic progress on his or her promotion plan by the end  
19 of the student's principal and teacher, such retention is in the best interest of the student.

- 20 1. If a summer reading or learning program is not available, then a decision for retention shall be  
21 made and communicated to the student's parent or guardian at least thirty (30) calendar days  
22 prior to the start of the next school year.  
23  
24 2. After consultation with the student's teachers, the final decision on whether to retain a student  
25 resides with the principal.  
26  
27 3. Parents and guardians shall be notified of their right to appeal a retention decision to the  
28 Superintendent/designee.

29 *A student may be retained when such retention is in the best interest of the student or when*  
30 *retention is required per additional requirements for students in third and fourth grade.*  
31

32 Retention shall not:

- 33 1. Be used without an academic remediation plan that includes strategies and enhancements  
34 that are different from the previous year;  
35  
36 2. Be used as a punitive or disciplinary measure;  
37  
38 3. Be based solely on English language proficiency, for students who are identified as English  
39 learners; or  
40

4. ~~Be based solely on a student's social and emotional maturity.~~

#### *Decision of Retention—General<sup>8</sup>*

If a retention decision has been made, then the school shall develop an individualized academic remediation plan for the retained student ~~prior~~ *within thirty (30) calendar days after the beginning of the next school year. A copy of the academic remediation plan shall be provided to the student's parent/guardian within ten (10) calendar days of development of such plan.* ~~to the start of the next school year.~~ The academic remediation plan shall be developed in coordination with the student's teachers and may also include input from the student's parents, school counselor, or other appropriate school personnel. The academic remediation plan shall be implemented to help the retained student attain and demonstrate learning proficiency and shall include at least one (1) of the following strategies:

1. Adjustment to the current instructional strategies or *high quality instructional* materials;
2. Additional instructional time;
- ~~3. Individual tutoring outside of school hours; or~~
4. Attendance or truancy interventions; *or*
5. *Modification to the student's classroom assignment to ensure the student receives instruction from a teacher with a level of overall effectiveness of above expectations (level 4) or significantly above expectations (level 5).*

#### *Retention shall not:*

1. *Be used without an academic remediation plan;*
2. *Be used as a punitive or disciplinary measure;*
3. *Be based solely on English language proficiency, for student who are identified as English learners;*
4. *Be based solely on the student's disability or suspected disability; or*
5. *Be based solely on a student's maturity.*

~~A copy of the academic remediation plan shall be provided to the student's parent or guardian within ten (10) calendar days of development of such plan.~~

A student shall not be retained more than one (1) time in any given grade level.

1 ~~Retention decisions affecting a student receiving special education services shall be made in~~  
2 ~~consultation with the student's Individualized Education Program (IEP) team and in accordance with~~  
3 ~~the provisions of the IEP.~~

4 The progress of a retained student shall be closely monitored and reported to parents a minimum of  
5 three (3) times during the school year in which the student is retained.

### 6 *Decision of Retention—Third Grade<sup>9</sup>*

7 *Third grade students shall not be promoted to the next grade unless they are determined to be*  
8 *proficient (i.e. receive a performance level rating of “met expectations” or “exceeded expectations”)*  
9 *on the English language arts (ELA) portion of the student's most recent TCAP test.*

10 *Students who are not proficient in ELA may still be promoted if the following conditions are met:*

11 *1. A student in third grade receiving a performance level rating of “approaching expectations”*  
12 *on the ELA portion of the student's most recent TCAP test may be promoted if:*

- 13 *a. The student is an English language learner and has received less than two (2) full*  
14 *years of ELA instruction;*
- 15 *b. The student was previously retained in grades K-3;*
- 16 *c. The student was retested in accordance with TDOE guidelines before the next school*  
17 *year and scores proficient in ELA;*
- 18 *d. The student attends a learning loss bridge camp before the next school year,*  
19 *maintains a ninety percent (90%) attendance rate, and demonstrates adequate growth*  
20 *on the post-test at the end of the camp; or*
- 21 *e. The student receives high-dosage, low-ratio tutoring for the entirety of the next*  
22 *school year in accordance with state law.*

23 *2. A student in third grade receiving a performance level of “below expectations” on the ELA*  
24 *portion the student's most recent TCAP test may be promoted if:*

- 25 *a. The student is an English language learner and has received less than two (2) full*  
26 *years of ELA instruction;*
- 27 *b. The student was previously retained in grades K-3;*
- 28 *c. The student was retested in accordance with TDOE guidelines before the next school*  
29 *year and scores proficient in ELA; or*
- 30 *d. The student attends a learning loss bridge camp before the next school year,*  
31 *maintains a ninety percent (90%) attendance rate, and receives high-dosage, low-*  
32 *ratio tutoring for the entirety of the next school year in accordance with state law.*

33 *A student who is promoted to fourth grade pursuant to the two pathways listed above must show*  
34 *adequate growth on the fourth grade ELA portion of TCAP before the student may be promoted to*  
35 *the fifth grade. A student shall not be retained in fourth grade more than once.<sup>10</sup>*  
36  
37  
38  
39

1 *Decision of Retention—Students with Disabilities<sup>11</sup>*

2  
3 *Retention and promotion decisions shall be made on a case-by-case basis and in consultation with*  
4 *the student’s IEP and/or 504 team to determine whether the student’s performance on the ELA*  
5 *portion of TCAP was due to the student’s disability. The school district shall not retain a student*  
6 *with a disability or suspected disability that impacts their ability to read.*  
7

8 ~~Retention shall not:~~

- 9 ~~5. Be used without an academic remediation plan that includes strategies and enhancements~~  
10 ~~that are different from the previous year;~~  
11  
12 ~~6. Be used as a punitive or disciplinary measure;~~  
13  
14 ~~7. Be based solely on English language proficiency, for students who are identified as English~~  
15 ~~learners; or~~  
16  
17 ~~8. Be based solely on a student’s social and emotional maturity.~~  
18

19 *APPEALS<sup>7,11</sup>*

20  
21 *For Local Retention Decisions Not Required Through the Tennessee Learning Loss Remediation*  
22 *and Student Acceleration Act*

23  
24 *When a student is identified for retention, the parent(s)/guardian(s) shall be notified about the*  
25 *decision to retain the student and provided with information on the right to appeal the decision.*  
26 *Appeals shall be made to a committee appointed by the principal within ten (10) days. The student*  
27 *and his/her parent(s)/guardian(s) shall be provided written or actual notice of the appeal hearing*  
28 *and shall be given an opportunity to address the committee. The committee shall conduct a hearing*  
29 *within ten (10) days to determine if the student will be promoted and issue such decision within ten*  
30 *(10) days. Upon notification of the committee decision, the principal shall send written notification*  
31 *to the Superintendent or his/her designee and the parent(s)/guardian(s). The notification shall*  
32 *advise parent(s)/guardian(s) of their right to appeal such action within five (5) days to the*  
33 *Superintendent or his/her designee.*  
34

35 *The appeal shall be heard no later than ten (10) business days after the request for appeal is*  
36 *received. A decision shall be issued within five (5) days.*  
37

38 *Within five (5) business days of he Superintendent or his/her designee rendering a decision, the*  
39 *student’s parent(s)/guardian(s) may request a hearing by the Board, and the Board shall review the*  
40 *records. Follow the review, the Board may affirm or overturn the decision of the Superintendent or*  
41 *his/her designee. The action of the Board shall be final.*  
42  
43  
44  
45  
46

1 ***For Students Required to Be Retained Due to the Tennessee Learning Loss Remediation and***  
 2 ***Student Acceleration Act***

3  
 4 ***For students where retention is required per the additional requirements for students in third and***  
 5 ***fourth grade, parent(s)/guardian(s) may appeal this decision directly to the Department of***  
 6 ***Education in accordance with state law.***  
 7  
 8

---

Legal References

1. ***20 USCA § 1400 et seq.; 29 U.S.C. § 794; TRR/MS 0520-01-03-.16; TCA 49-6-3115***  
~~State Board of Education Policy 3.300; TRR/MS 0520-01-03-.05(3)(b)~~
2. ***TRR/MS 0520-01-03-.16(5) TCA 49-6-3115; 20 USCA § 1400 et seq.***
3. ***TCA 49-1-905***
4. ***TRR/MS 0520-01-03-.16(4)***
5. ***TRR/MS 0520-01-03-.16(6)***
6. ***TRR/MS 0520-01-03-.16(6)(f)***
7. ***TRR/MS 0520-01-03-.16(6)(e)***
8. ***TRR/MS 0520-01-03-.16(6)(g)***
9. ***TRR/MS 0520-01-03-.16(7)***
10. ***29 U.S.C. § 794 (Section 504); 20 USCA § 1400 et seq.; TRR/MS 0520-01-03-.16(7)(e)***
11. ***TRR/MS 0520-01-03-.16(3); TRR/MS 0520-01-02-.17(7); TCA 49-6-3102(e)(1)***
12. ***TRR/MS 0520-01-03-.16(7)(f)***

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Cross References

Credit Recovery 4.210  
 Grading System 4.600  
 Attendance 6.200

# Williamson County Board of Education

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term: <b>Vacations and Holidays</b>	Descriptor Code: <b>5.310</b>	Issued Date: <b>03/25/19</b>
		Rescinds: <b>5.310</b>	Issued: <b>02/17/14</b>

## 1 VACATIONS

2 Regular, twelve (12) month employees earn and accrue vacation as follows:

3 Full-Time Classified and management team as defined by the Professional Educators Collaborative  
4 Conferencing Act (“PECCA”)\*:

- 5 1. 1 day per month worked for the first 5 years of service
- 6 2. 1.25 days per month worked during the 6th year through the 10th year of service
- 7 3. 1.5 days per month worked during the 11th through the 15th year of service
- 8 4. 1.75 days per month worked during the 16th through the 20th year of service
- 9 5. 2 days per month worked with more than 20 years of service

10 Other Full-time Professional: (In accordance with the WCEA MOU)

11 A maximum of twenty-four (24) days may be carried forward from one fiscal year to the next. Annual  
12 leave accrued in excess of the applicable maximum shall be transferred to sick leave on June 30 each  
13 year. All leave requests must be approved by the employee’s immediate supervisor.

14 Upon termination of employment, any accrued vacation in excess of the appropriate carry forward  
15 amount shall be credited to the sick leave balance of the terminating employee. Payment for accrued  
16 vacation shall be paid at employee’s current rate of pay.

17 The increased accrual rates are based on the length of service and become effective on the anniversary  
18 of the employee’s date of hire, provided they have been in continuous service.

19 Retirees and those that resign with accrued vacation may request lump sum payments of vacation.  
20 However, the amount of payment cannot be reported or used as part of the average final compensation.  
21 Should a retiree elect not to receive the lump sum payment for vacation, the retiree will be extended on  
22 the payroll until all vacation has been used. Future benefits will not accrue after the last working day  
23 (physically at work), such as vacation, sick, holiday pay, and insurance benefits. In such a case, the  
24 school system will make retirement contributions on behalf of the employee and creditable service for  
25 retirement will be granted.

26 Temporary and part-time employees are not entitled to vacation.

27 Vacation for employees is calculated on a daily basis and maintained on a fiscal year basis. Vacation  
28 may be taken in hourly increments for non-exempt employees.

1 An employee must be in a paid status a minimum of twenty (20) days per month in order to accrue one  
2 (1) vacation day.

3 Principals / immediate supervisors must consider school / district business needs prior to approving an  
4 employee's vacation request. Normally, vacation requests should be made at least two (2) weeks in  
5 advance.

6 All vacation time shall be paid at the employee's current rate of pay. Vacation may not be taken until  
7 earned without approval from the Superintendent.

## 8 **SYSTEM CLOSED DAYS**

9 Paid system closed days for full-time twelve (12) month personnel covered in this section shall be Fall  
10 Break (as designated by the calendar approved by the School Board), Thanksgiving Break (as designated  
11 by the calendar approved by the School Board), Winter Break (the last teacher day to the first system-  
12 wide day), and Spring Break (as designated by the calendar approved by the School Board). Twelve  
13 (12) month personnel covered in this section are not required to report to work unless directed to do so  
14 by their supervisor. Employees reporting to work on system closed days shall be permitted to take  
15 another regular work day off, or paid appropriate overtime if prior approval is given by Superintendent  
16 or designee.

## 17 **HOLIDAYS**

18  
19 Paid holidays for full-time ~~school year secretaries, teacher assistants, and food service~~ *ten (10) month*  
20 *and eleven (11) month* employees shall be Labor Day, Thanksgiving Day, Christmas Day, New Year's  
21 Day, and Martin Luther King, Jr., *plus five (5) additional days during winter break.*  
22

23 Paid holidays for full-time twelve (12) month personnel shall be Labor Day, Thanksgiving Day,  
24 Christmas Day, New Year's Day, Martin Luther King, Jr. Day, Memorial Day, and Independence Day.

25 When a recognized holiday falls on Saturday, it shall be observed on the preceding Friday. When a  
26 recognized holiday falls on Sunday, it shall be observed on the following Monday.

27 To qualify for each above paid holiday, each employee must be in a paid work status or paid leave status  
28 on the day immediately preceding and the day immediately following that holiday. If an employee is  
29 resigning and/or retiring, that employee must be in an active work status (physically at work) on the day  
30 following the holiday to receive pay for the holiday.

31 \* "Management team" includes professional employees whose principal responsibilities are  
32 administration rather than teaching, including but not limited to supervisors and principals.

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Cross References

Short Term Leaves of Absence 5.300



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

CC: Jason Golden, Superintendent of Schools

FROM: Allison Nunley, Planning & Zoning Manager

DATE: January 3, 2023

RE: Open Zoned Schools and Out of Zone Reports

School Board Policy 1.703 provides the reasons students may attend schools outside of their transportation zone. Out-of-zone requests are submitted through an online software program linked through the district's website. Except for requests related to residential moves, the deadline to submit applications is April 15.

As a reminder, in May 2021, Governor Lee signed an amendment to T.C.A. Section 49-2-128 that requires LEAs to identify each school that has available space to enroll and serve additional students. The amendment allows the LEAs to reserve a reasonable number of enrollment spaces for various situations. It does not specify how LEAs are to make those determinations but does require LEAs to conduct a lottery for each school where open enrollment requests exceed the number of spaces available. All open-zoned school applications are held until after the deadline to determine if a school lottery is required.

Attached please find our 2023-24 recommendation for open-zoned schools. The third column from the right identifies reserved enrollment spaces with the second column from the right identifying the available open-zoned spots. Once approved, the list must be posted for two weeks prior to accepting applications. The online out of zone portal opens February 1 with the deadline to apply of April 15.

The report of all students attending schools outside their transportation zones for the 2022-23 school year is also attached. The first two pages are the totals for elementary and secondary schools. The zoned schools are the columns with the out of zone schools as the rows. Page three is the list of open-zoned schools with the number of spots filled as of January 3, 2023.

Staff recommends approval.



**2023-24 Open-Zoned Schools**  
**Available Only to Students Residing in Williamson County Schools' District**  
**Out of Zone Request Portal Open from February 1 - April 15**  
**All Open-Zoned School Requests are Processed the Week of April 17**

School Name	EC	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Projected Month 1 Enroll EC - 12	Building Capacity	Projected Month 1 Fill Rate EC-12	Projected Month 1 Available Seats	Reserved Enrollment/ Growth Spaces	Available Open-Zoned Spots 2023-24	Notes
<b>Elementary</b>																						
Allendale ES	75	20	90	94	95	114	108	103	0	0	0	0	0	0	0	699	890	74%	191	150	41	
Bethesda ES	0	20	95	95	114	86	88	90	0	0	0	0	0	0	0	588	780	75%	192	150	42	
Chapman's Retreat ES	0	20	90	85	92	111	100	104	0	0	0	0	0	0	0	602	805	75%	203	150	53	
Clovercroft ES	0	0	100	106	105	129	141	126	0	0	0	0	0	0	0	707	890	79%	183	150	33	
College Grove ES	0	0	80	86	68	78	85	83	0	0	0	0	0	0	0	480	730	66%	250	200	50	
Creekside ES	0	0	125	136	139	126	155	147	0	0	0	0	0	0	0	828	890	93%	62	62	0	
Crockett ES	90	0	95	93	85	114	115	120	0	0	0	0	0	0	0	712	870	77%	158	125	33	
Edmondson ES	0	0	110	108	96	120	126	140	0	0	0	0	0	0	0	700	825	85%	125	100	25	
Fairview ES	50	0	65	64	73	88	78	88	0	0	0	0	0	0	0	506	715	67%	209	150	59	
Grassland ES	0	0	70	68	63	89	104	101	0	0	0	0	0	0	0	495	870	57%	375	150	225	
Heritage ES	0	0	95	97	112	108	111	91	0	0	0	0	0	0	0	614	805	76%	191	150	41	
Hillsboro EMS	0	0	25	19	31	31	19	32	118	86	120	0	0	0	0	481	597	81%	116	50	66	K-8
Hunters Bend ES	15	0	50	46	61	76	76	76	0	0	0	0	0	0	0	400	780	50%	380	150	230	
Jordan ES	110	0	100	98	119	114	111	105	0	0	0	0	0	0	0	757	890	79%	133	133	0	
Kenrose ES	0	0	100	100	121	89	133	131	0	0	0	0	0	0	0	674	910	74%	236	150	86	
Lipscomb ES	0	0	90	88	88	86	93	108	0	0	0	0	0	0	0	553	780	71%	227	150	77	
Longview ES	70	0	85	86	96	110	101	94	0	0	0	0	0	0	0	642	935	65%	293	150	143	
Mill Creek ES	0	0	100	101	115	124	138	137	0	0	0	0	0	0	0	715	800	89%	85	85	0	
Nolensville ES	0	20	125	131	135	139	160	166	0	0	0	0	0	0	0	876	890	98%	14	14	0	
Oak View ES	70	0	80	81	74	76	93	80	0	0	0	0	0	0	0	554	695	75%	141	125	16	
Pearre Creek ES	70	0	110	108	109	100	95	117	0	0	0	0	0	0	0	709	890	76%	181	150	31	
Scales ES	30	0	95	90	116	128	142	142	0	0	0	0	0	0	0	743	940	77%	197	150	47	
Sunset ES	0	0	90	88	100	104	110	124	0	0	0	0	0	0	0	616	805	77%	189	150	39	
Thompson's Station ES	0	0	117	118	137	130	148	127	0	0	0	0	0	0	0	777	800	97%	23	23	0	
Trinity ES	0	20	130	135	132	107	137	122	0	0	0	0	0	0	0	783	870	90%	87	87	0	
Walnut Grove ES	0	0	95	98	82	110	96	101	0	0	0	0	0	0	0	582	780	75%	198	150	48	
Westwood ES	0	20	90	89	85	101	77	90	0	0	0	0	0	0	0	552	805	69%	253	150	103	
Winstead ES	15	20	90	89	117	114	106	115	0	0	0	0	0	0	0	666	790	83%	124	100	24	
Cox Road ES site	0	0	80	76	97	89	76	76	0	0	0	0	0	0	0	494	890	56%	396	346	50	
Wilkes Lane ES site	0	0	80	79	95	100	99	82	0	0	0	0	0	0	0	535	890	60%	355	305	50	

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<b>Middle</b>																						
Brentwood MS *	0	0	0	0	0	0	0	0	385	348	405	0	0	0	0	1,138	1,175	97%	37	37	0	* See below
Fairview MS	0	0	0	0	0	0	0	0	169	175	178	0	0	0	0	522	764	68%	242	100	142	
Grassland MS	0	0	0	0	0	0	0	0	285	277	284	0	0	0	0	846	1,160	73%	314	200	114	
Heritage MS	0	0	0	0	0	0	0	0	306	302	273	0	0	0	0	881	1,185	74%	304	150	154	
Legacy MS	0	0	0	0	0	0	0	0	193	186	183	0	0	0	0	562	1,000	56%	438	200	238	
Mill Creek MS	0	0	0	0	0	0	0	0	286	321	317	0	0	0	0	924	800	116%	-124	150	0	
Page MS	0	0	0	0	0	0	0	0	475	429	454	0	0	0	0	1,358	1,500	91%	142	142	0	
Spring Station MS	0	0	0	0	0	0	0	0	279	289	280	0	0	0	0	848	971	87%	123	100	23	
Sunset MS	0	0	0	0	0	0	0	0	261	258	228	0	0	0	0	747	869	86%	122	100	22	
Thompson's Station MS *	0	0	0	0	0	0	0	0	195	204	205	0	0	0	0	604	800	76%	196	196	0	* See below
Woodland MS	0	0	0	0	0	0	0	0	306	331	318	0	0	0	0	955	975	98%	20	20	0	
<b>High</b>																						
Brentwood HS *	0	0	0	0	0	0	0	0	0	0	0	367	408	418	458	1,651	1,800	92%	149	149	0	* See below
Centennial HS	0	0	0	0	0	0	0	0	0	0	0	374	351	350	364	1,439	1,758	82%	319	100	219	
Fairview HS	0	0	0	0	0	0	0	0	0	0	0	192	195	185	165	737	1,042	71%	305	100	205	
Franklin HS	0	0	0	0	0	0	0	0	0	0	0	411	458	468	453	1,790	2,000	90%	210	210	0	
Independence HS	0	0	0	0	0	0	0	0	0	0	0	520	524	569	509	2,122	2,200	96%	78	78	0	
Nolensville HS	0	0	0	0	0	0	0	0	0	0	0	396	410	370	372	1,548	1,671	93%	123	123	0	
Page HS	0	0	0	0	0	0	0	0	0	0	0	356	332	363	311	1,362	2,000	68%	638	538	100	
Ravenwood HS	0	0	0	0	0	0	0	0	0	0	0	433	498	475	495	1,901	2,200	86%	299	249	50	
Renaissance HS	0	0	0	0	0	0	0	0	0	0	0	45	44	42	37	168	160	105%	-8	0	0	
Summit HS	0	0	0	0	0	0	0	0	0	0	0	429	440	450	430	1,749	2,200	80%	451	351	100	

\* Brentwood Middle School building capacity reduced due to construction; Fall 2025 scheduled completion

\* Thompson's Station Middle School has classrooms being used by Thompson's Station Elementary due to capacity constraints

\* Brentwood High School is not open-zoned due to construction at Brentwood Middle; Fall 2025 scheduled completion

# OUT OF ZONE STUDENTS 2022-2023

## Students Zoned School of Attendance

School Students are Attending

	Allendale ES	Bethesda ES	Chapman's Retreat ES	Clovercroft ES	College Grove ES	Creekside ES	Crockett ES	Edmondson ES	Fairview ES	FSSD	Grassland ES	Heritage ES	Hillsboro K-5	Hunters Bend ES	Jordan ES	Kenrose ES	Lipscomb ES	Longview ES	Mill Creek ES	Nolensville ES	Oak View ES	Out of County	Pearre Creek ES	Scales ES	Sunset ES	Thompson's Station ES	Trinity ES	Walnut Grove ES	Westwood ES	Winstead ES	TOTAL	
Allendale ES		24	7							4		8						9				9				5				1	67	
Bethesda ES	1		3		3					1		2						6				6					1				23	
Chapman's Retreat ES	3	5										2						2				5				2				1	20	
Clovercroft ES			2		7		3			8						4	1			2	2	1	1		1	1	8	2			43	
College Grove ES						1						1				3				3		9				1	3			2	23	
Creekside ES					4					1											3	5					5				18	
Crockett ES			1		4			1		2						8			1	3		3		1	5	2					31	
Edmondson ES				1			2			2						2	2			2		8			1						20	
Fairview ES																						4							52		56	
Grassland ES		1							4	1				2								4	1			1		3	2		19	
Heritage ES	2	10	3										2					23			2	7				4					53	
Hillsboro K-5	1		1						10			2						3				4	18	1		5	1		1	1	48	
Hunters Bend ES						1				1	1		2				1				1						3	17	2		29	
Jordan ES				3	3		1	1		1						6			3	8		1			28	2					57	
Kenrose ES				1				2	2	2					1				3	1		4			2		2			1	21	
Lipscomb ES								3							1	1		1		1		4		3	2	2		2			20	
Longview ES	4	2	2			1																8				1					18	
Mill Creek ES					5					2										41	1	5					1					55
Nolensville ES		3				1				1									6			9			1							21
Oak View ES	1	2			2	6		1				5						1				3				4	5	1		13	44	
Pearre Creek ES	1								2													1							2	2		8
Scales ES				1				4		3	3			2			2	2				6			1			3	2			29
Sunset ES												1			3	3			3	12		5					4					31
Thompson's Station ES	1	11	3		1					1		5				3		5			2	12								1	45	
Trinity ES	2	2		4	23	3				1			1			2		3			3	3	1							2	50	
Walnut Grove ES										4	1			9			1	1					10									26
Westwood ES									19													7										26
Winstead ES		3	2	1						6		1	6					2				8	5									34
<b>TOTAL</b>	<b>16</b>	<b>63</b>	<b>24</b>	<b>11</b>	<b>52</b>	<b>13</b>	<b>6</b>	<b>12</b>	<b>37</b>	<b>41</b>	<b>5</b>	<b>27</b>	<b>11</b>	<b>13</b>	<b>5</b>	<b>32</b>	<b>7</b>	<b>58</b>	<b>18</b>	<b>73</b>	<b>20</b>	<b>138</b>	<b>31</b>	<b>5</b>	<b>41</b>	<b>30</b>	<b>33</b>	<b>30</b>	<b>61</b>	<b>22</b>	<b>935</b>	

# OUT OF ZONE STUDENTS 2022-23

## Students Zoned School of Attendance

School Students are Attending

	Brentwood HS	Brentwood MS	Centennial HS	Fairview HS	Fairview MS	Franklin HS	FSSD	Grassland MS	Heritage MS	Hillsboro 6-8	Independence HS	Legacy MS	Mill Creek MS	Nolensville HS	Out of County	Page HS	Page MS	Ravenwood HS	Spring Station MS	Summit HS	Sunset MS	Thompson's Station MS	Woodland MS	TOTAL
Brentwood HS			9	3		14					1			5	4	1		16		1				54
Brentwood MS								2							6		1				6		3	18
Centennial HS	1			11		19					21			3	5	26		5		5				96
Fairview HS			1			3					2				5					2				13
Fairview MS								2							4				1					7
Franklin HS	17		107	8							94			1	3	16		7		19				272
Grassland MS		2			2		4		1	21		1			1				1		1		3	37
Heritage MS										1		1	1		3				4			9		19
Hillsboro 6-8					9		2		1						3		1		1			1		18
Independence HS	1		15	5		5								2	15	9				57				109
Legacy MS		1					1		6	8					3		11		2			7		39
Mill Creek MS															4		1		1		5		1	12
Nolensville HS	5		3	1											8	12		27		3				59
Page HS	1		43	1		1	1				21				8			3		12				91
Page MS							4		3	1		5			6				2			2	1	24
Ravenwood HS	13		16			3					3			34	4	19				3				95
Spring Station MS					2				82	1		1			7							8		101
Summit HS			1	1		1					43				12	2								60
Sunset MS		4											20		5		6						4	39
Thompson's Station MS		1					2		14			2			5		1		8				1	34
Woodland MS		4					2	2	1			4	1		3		1				12	1		31
<b>TOTAL</b>	<b>38</b>	<b>12</b>	<b>195</b>	<b>30</b>	<b>13</b>	<b>46</b>	<b>16</b>	<b>6</b>	<b>108</b>	<b>32</b>	<b>185</b>	<b>14</b>	<b>22</b>	<b>45</b>	<b>114</b>	<b>85</b>	<b>22</b>	<b>58</b>	<b>20</b>	<b>102</b>	<b>24</b>	<b>28</b>	<b>13</b>	<b>1,228</b>

## 2022-23 Open-Zoned Schools

<b>Schools</b>	<b>Available Spots 2022-23</b>	<b>Filled Spots 2022-23</b>
Allendale ES	116	22
Bethesda ES	125	5
Centennial HS	98	20
Chapman's Retreat ES	67	4
Clovercroft ES	69	17
Crockett ES	42	4
Edmondson ES	36	4
Fairview ES	70	18
Fairview HS	94	4
Fairview MS	119	1
Franklin HS	94	89
Grassland ES	266	4
Grassland MS	210	24
Heritage ES	75	15
Heritage MS	157	8
Hillsboro K-5	32	12
Hunters Bend ES	270	3
Jordan ES	109	17
Kenrose ES	76	3
Legacy MS	333	10
Lipscomb ES	61	7
Nolensville HS	30	13
Oak View ES	62	12
Pearre Creek ES	42	0
Scales ES	29	9
Spring Station MS	43	37
Sunset ES	74	5
Sunset MS	130	15
Trinity ES	40	14
Walnut Grove ES	112	5
Westwood ES	95	2
Winstead ES	34	1
<b>Grand Total</b>	<b>3,210</b>	<b>404</b>

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: January 4, 2023

RE: Recommendations from Calendar Committee

The WCS board approved calendar committee recommends the attached calendar for approval for the 2023-24 school year.

Staff recommends approval.

**Proposed**

**2023-2024 SCHOOL CALENDAR**

**1<sup>st</sup> Semester = 84 Instructional Days**

**2<sup>nd</sup> Semester = 93 Instructional Days**

Day	Date	Definition
Tuesday	July 4	Independence Day <b>(System Closed)</b>
Wednesday – Thursday	July 26 – 27	New Teacher Induction
Monday	July 31	Administrative Day (All Teachers Report)
Tuesday	August 1	<i>District-Wide Professional Development Day</i>
Wednesday	August 2	<i>Site-Based Professional Development Day</i>
Thursday	August 3	Administrative Day – Teacher Prep Day (Flex)
Friday <b>(Students ½ Day)</b>	August 4	Start of School (1 <sup>st</sup> – 12 <sup>th</sup> Grades)
Monday	August 14	First Full Day for Pre-Kindergarten, Early Childhood and Kindergarten Students
Monday <b>(No School)</b>	September 4	Labor Day <b>(System Closed)</b>
Monday	September 18	Constitution Day Observed (Students in School)
Wednesday	October 4	End of First Quarter Grading Period
Monday <b>(No Students)</b>	October 9	<i>Site-Based Professional Development Day (Synchronous/Virtual)</i> Columbus Day
Tuesday <b>(No Students)</b>	October 10	Parent/Teacher Conference Day (In person, Zoom or phone)
Wednesday – Friday <b>(No School)</b>	October 11 – 13	Fall Break <b>(System Closed)</b>
Tuesday <b>(No Students)</b>	November 7	<i>District/Site Professional Development Day;</i> Election Day
Friday	November 10	Veterans' Day Observed (Students in School)
Monday – Friday <b>(No School)</b>	November 20 – 24	Thanksgiving Holiday <b>(System Closed)</b>
Friday <b>(Students ½ Day)</b>	December 15	End of First Semester
Monday <b>(No Students)</b>	December 18	Administrative Day – Teacher Prep Day (Flex)
Tuesday - Monday <b>(No School)</b>	December 19 – January 1	Winter Break and New Year's Day <b>(System Closed)</b>
Tuesday <b>(No Students)</b>	January 2	<i>District/Site Professional Development Day</i>
Wednesday	January 3	Students Full Day – Second Semester Begins
Monday <b>(No School)</b>	January 15	Martin Luther King, Jr. Day <b>(System Closed)</b>
Friday <b>(No Students)</b>	February 16	<i>Site-Based Professional Development Day</i>
Monday <b>(No School)</b>	February 19	Mid-Winter Break Presidents' Day
Friday	March 8	End of Third Quarter Grading Period
Monday – Friday <b>(No School)</b>	March 11 – 15	Spring Break <b>(System Closed)</b>
Friday <b>(No School)</b>	March 29	Spring Holiday <b>(System Closed)</b>
Thursday <b>(Students ½ Day)</b>	May 23	Last Day for Students – End of Second Semester
Thursday – Sunday	May 24 – 26	Graduation Window
Friday	May 24	Administrative Day (All Teachers Report)
Monday	May 27	Memorial Day <b>(System Closed)</b>

- Specific testing dates/windows can be found on the [WCS Assessment Page](#) as they become available.

## Professional Development Days

Six (6) days below are in this calendar for professional development. Two (2) days must be scheduled by each teacher outside the scheduled school calendar.

All professional development days are in person unless otherwise noted.

August 1	-	District-Wide
August 2	-	Site-Based
October 9	-	Site-Based (Synchronous/Virtual)
November 7	-	District/Site Based
January 2	-	District/Site-Based
February 16	-	Site-Based

## Parent Teacher Conferences

Parent Teacher Conferences will be scheduled for a total of 6 hours on or near Tuesday, October 10. Conferences may be conducted in person, via Zoom or by phone. Conference hours shall be documented and approved by the Superintendent of Schools or Designee.

## Snow Days

Up to ten (10) snow days are accumulated in the school calendar through extended work (stockpile) days and will not be made up. If more than ten (10) days are missed due to weather related conditions, the Calendar Committee will make a recommendation to the Superintendent of Schools from the following days: Mid-Winter Break; Second Semester Professional Development Day; Spring Holiday; Spring Break Days (Monday, then Tuesday, then Wednesday); Additional days at the end of the school year calendar.

## K-12 Early Release Dates (Wednesdays, 113 minutes early)

### First Semester

August 23  
September 13  
September 27  
October 25  
November 29

### Second Semester

January 10  
January 24  
February 7  
March 6  
March 27  
April 10

## Definitions

- No School – Students and Teachers do not report. 12 month employees report to schools and the district office.
- No Students – Students do not report to school. Teachers report for an Admin or PD Day.
- System Closed – All schools and the district offices are closed.
- Flex - Teachers will work 6 hours preparing for the start of each semester. The hours may be worked on the date indicated or any time before or after the date. The requirements for the start of each semester haven't changed, but when and where teachers complete the start of school requirements are now flexible. Each principal will share expectations on how to log the required work hours.

**Approval Date:** \_\_\_\_\_

1320 West Main Street  
Franklin, Tennessee 37064-3700  
Phone (615) 472-4060



TO: Jason Golden & Williamson County School Board  
FROM: Dr. Dave Allen, Assistant Superintendent of TLA  
CC: Jenny Lopez, Laurette Carle, Dr. Juli Oyer, Brent Oakley, Dr. Laura  
LaChance  
DATE: January 12, 2023  
RE: Textbook Adoption, TN Section B: K-12 Math; Replacement of committee  
member

Fairview Elementary textbook adoption committee member Janice Kirk has requested to step down from the committee. We recommend replacing her with Charlene Chapman to represent Fairview Elementary on the textbook adoption committee.



**TO:** Williamson County Board of Education

**FROM:** Rachel Farmer, Assistant Superintendent – Finance *rf*

**SUBJECT:** End of Month Financials

**DATE:** January 17, 2023

Please find attached the activity statements for all of our funds for December 31, 2022. These statements are prior to reconciliation with the trustee.

If you have any further questions, please call me at 472-4022.

YEAR-TO-DATE BUDGET REPORT

FOR 2023 13		JOURNAL DETAIL 2023 1 TO 2023 13				
ACCOUNTS FOR: 141 GENERAL PURPOSE SCHOOL						
	ORIGINAL ESTIM REV	ESTIM REV ADJ	REVISED ESTIM REV	ACTUAL YTD REVENUE	REMAINING REVENUE	% COLL
40000	REVENUES					
	-420,449,549.00	-3,430,439.02	-423,879,988.02	-117,255,918.01	-306,624,070.01	27.7%
71100	REGULAR INSTRUCTION					
	217,188,828.00	5,746,124.00	222,934,952.00	83,732,607.75	137,918,028.33	37.6%
71150	ALTERNATIVE INSTRUCTION					
	668,047.00	0.00	668,047.00	246,611.78	419,460.59	36.9%
71200	SPECIAL EDUCATION INSTRUCTION					
	69,726,471.00	758,650.00	70,485,121.00	26,737,508.84	43,034,507.05	37.9%
71300	CAREER AND TECHNICAL EDUCATIO					
	9,249,942.00	886,593.20	10,136,535.20	3,681,783.17	5,654,231.32	36.3%
71400	STUDENT BODY EDUC PRGM					
	1,950,000.00	0.00	1,950,000.00	860,877.62	823,592.33	44.1%
72110	ATTENDANCE					
	554,919.00	16,830.00	571,749.00	275,918.70	295,830.30	48.3%
72120	HEALTH SERVICES					
	7,681,098.00	331,500.00	8,012,598.00	3,310,252.22	4,688,203.39	41.3%
72130	OTHER STUDENT SUPPORT					
	15,747,865.00	1,505,393.00	17,253,258.00	6,387,968.67	9,313,496.42	37.0%
72210	INSTRUCTION SUPPORT					
	15,376,192.00	182,175.96	15,558,367.96	6,574,328.84	8,741,653.51	42.3%
72215	ALTERNATIVE SUPPORT					
	223,020.00	3,404.00	226,424.00	111,261.38	115,162.62	49.1%
72220	SPECIAL EDUCATION SUPPORT					
	8,550,700.00	910,786.00	9,461,486.00	4,065,425.61	5,126,232.32	43.0%
72230	CAREER/TECH EDUC SUPPORT					
	474,156.00	78,534.35	552,690.35	233,687.07	316,904.28	42.3%
72250	TECHNOLOGY					
	12,359,048.00	385,125.00	12,744,173.00	8,008,343.86	3,723,456.76	62.8%
72310	BOARD OF EDUCATION					
	16,507,808.00	-4,399,597.00	12,108,211.00	2,958,800.69	9,060,431.99	24.4%
72320	OFFICE OF SUPERINTENDENT					
	1,963,133.00	99,576.64	2,062,709.64	930,336.27	1,119,486.18	45.1%
72410	OFFICE OF PRINCIPAL					
	29,195,691.00	645,000.00	29,840,691.00	13,282,771.37	16,557,919.63	44.5%
72510	FISCAL SERVICES					
	2,248,824.00	117,305.00	2,366,129.00	1,172,466.28	1,162,683.72	49.6%
72520	HUMAN SERVICES/PERSONNEL					
	2,250,546.00	169,174.00	2,419,720.00	1,032,762.78	1,379,859.04	42.7%
72610	OPERATION OF PLANT					
	20,781,925.00	32,813.00	20,814,738.00	9,867,183.51	5,581,682.10	47.4%
72620	MAINTENANCE OF PLANT					
	10,765,470.00	681,119.02	11,446,589.02	5,144,891.58	4,942,902.57	44.9%
72710	TRANSPORTATION					
	21,334,272.00	2,925,369.00	24,259,641.00	9,747,337.21	14,178,284.28	40.2%

YEAR-TO-DATE BUDGET REPORT

FOR 2023 13				JOURNAL DETAIL 2023 1 TO 2023 13		
ACCOUNTS FOR: 141 GENERAL PURPOSE SCHOOL						
	ORIGINAL ESTIM REV	ESTIM REV ADJ	REVISED ESTIM REV	ACTUAL YTD REVENUE	REMAINING REVENUE	% COLL
73300 COMMUNITY SERVICES						
1,423,742.00		0.00	1,423,742.00	738,522.14	676,546.41	51.9%
73400 EARLY CHILDHOOD/PRE K						
960,349.00		0.00	960,349.00	365,994.83	584,343.51	38.1%
99100 TRANSFERS OUT						
0.00		2,132,000.00	2,132,000.00	2,132,000.00	0.00	100.0%
TOTAL GENERAL PURPOSE SCHOOL						
46,732,497.00		9,777,436.15	56,509,933.15	74,343,724.16	-31,209,171.36	131.6%
TOTAL REVENUES						
-420,449,549.00		-3,430,439.02	-423,879,988.02	-117,255,918.01	-306,624,070.01	
TOTAL EXPENSES						
467,182,046.00		13,207,875.17	480,389,921.17	191,599,642.17	275,414,898.65	

YEAR-TO-DATE BUDGET REPORT

FOR 2023 13		JOURNAL DETAIL 2023 1 TO 2023 13				
ACCOUNTS FOR: 142 SCHOOL FEDERAL PROJECTS						
	ORIGINAL ESTIM REV	ESTIM REV ADJ	REVISED ESTIM REV	ACTUAL YTD REVENUE	REMAINING REVENUE	% COLL
40000 REVENUES						
-8,646,083.42	-7,147,932.31	-15,794,015.73	-3,310,500.98	-12,483,514.75	21.0%	
71100 REGULAR INSTRUCTION						
764,936.42	3,456,372.35	4,221,308.77	1,324,735.12	2,873,710.65	31.4%	
71200 SPECIAL EDUCATION INSTRUCTION						
3,983,694.63	1,495,307.32	5,479,001.95	1,496,953.01	3,522,401.31	27.3%	
71300 CAREER AND TECHNICAL EDUCATIO						
239,434.52	-1,453.45	237,981.07	91,704.44	106,357.63	38.5%	
72120 HEALTH SERVICES						
893,693.51	51,954.88	945,648.39	420,503.17	525,145.22	44.5%	
72130 OTHER STUDENT SUPPORT						
131,294.02	794,375.50	925,669.52	89,517.31	633,889.21	9.7%	
72210 INSTRUCTION SUPPORT						
562,550.75	330,262.59	892,813.34	221,014.29	631,016.05	24.8%	
72220 SPECIAL EDUCATION SUPPORT						
840,136.60	105,764.76	945,901.36	371,739.48	522,486.88	39.3%	
72230 CAREER/TECH EDUC SUPPORT						
12,633.98	5,738.48	18,372.46	7,068.78	11,303.68	38.5%	
72710 TRANSPORTATION						
1,400.00	1,867.03	3,267.03	392.66	2,874.37	12.0%	
99100 TRANSFERS OUT						
1,216,308.99	907,742.85	2,124,051.84	279,632.91	1,844,418.93	13.2%	
TOTAL SCHOOL FEDERAL PROJECTS	0.00	0.00	992,760.19	-1,809,910.82	100.0%	
TOTAL REVENUES	-8,646,083.42	-7,147,932.31	-15,794,015.73	-3,310,500.98	-12,483,514.75	
TOTAL EXPENSES	8,646,083.42	7,147,932.31	15,794,015.73	4,303,261.17	10,673,603.93	

YEAR-TO-DATE BUDGET REPORT

FOR 2023 13				JOURNAL DETAIL 2023 1 TO 2023 13		
ACCOUNTS FOR: 143 CENTRAL CAFETERIA						
	ORIGINAL ESTIM REV	ESTIM REV ADJ	REVISED ESTIM REV	ACTUAL YTD REVENUE	REMAINING REVENUE	% COLL
40000 REVENUES						
-17,345,718.00	-834,644.21	-18,180,362.21	-7,836,260.39	-10,344,101.82	43.1%	
73100 FOOD SERVICE						
19,522,056.00	834,644.21	20,356,700.21	7,423,598.71	9,012,309.82	36.5%	
TOTAL CENTRAL CAFETERIA		0.00	2,176,338.00	-412,661.68	-1,331,792.00	-19.0%
TOTAL REVENUES	-17,345,718.00	-834,644.21	-18,180,362.21	-7,836,260.39	-10,344,101.82	
TOTAL EXPENSES	19,522,056.00	834,644.21	20,356,700.21	7,423,598.71	9,012,309.82	

YEAR-TO-DATE BUDGET REPORT

FOR 2023 13				JOURNAL DETAIL 2023 1 TO 2023 13		
ACCOUNTS FOR: 146 EXTENDED SCHOOL PROGRAM						
	ORIGINAL ESTIM REV	ESTIM REV ADJ	REVISED ESTIM REV	ACTUAL YTD REVENUE	REMAINING REVENUE	% COLL
40000 REVENUES						
-5,692,000.00		0.00	-5,692,000.00	-2,247,820.19	-3,444,179.81	39.5%
73300 COMMUNITY SERVICES						
5,841,165.00		0.00	5,841,165.00	2,682,959.78	3,031,835.10	45.9%
TOTAL EXTENDED SCHOOL PROGRAM	149,165.00	0.00	149,165.00	435,139.59	-412,344.71	291.7%
TOTAL REVENUES	-5,692,000.00	0.00	-5,692,000.00	-2,247,820.19	-3,444,179.81	
TOTAL EXPENSES	5,841,165.00	0.00	5,841,165.00	2,682,959.78	3,031,835.10	

YEAR-TO-DATE BUDGET REPORT

FOR 2023 13				JOURNAL DETAIL 2023 1 TO 2023 13		
ACCOUNTS FOR: 177 EDUCATION CAPITAL PROJECTS						
	ORIGINAL ESTIM REV	ESTIM REV ADJ	REVISED ESTIM REV	ACTUAL YTD REVENUE	REMAINING REVENUE	% COLL
40000 REVENUES						
-457,740,429.12	-570,344,349.27	-1,028,084,778.39	-895,401,471.41	-132,683,306.98	87.1%	
82330 OTHER DEBT SERVICE						
0.00	2,400,000.00	2,400,000.00	2,400,000.00	0.00	100.0%	
91300 EDUCATION CAPITAL OUTLAY						
675,814,516.78	378,953,446.29	1,054,767,963.07	860,447,642.37	66,723,705.11	81.6%	
<b>TOTAL EDUCATION CAPITAL PROJECTS</b>	<b>218,074,087.66</b>	<b>-188,990,902.98</b>	<b>29,083,184.68</b>	<b>-32,553,829.04</b>	<b>-65,959,601.87</b>	<b>-111.9%</b>
<b>TOTAL REVENUES</b>	<b>-457,740,429.12</b>	<b>-570,344,349.27</b>	<b>-1,028,084,778.39</b>	<b>-895,401,471.41</b>	<b>-132,683,306.98</b>	
<b>TOTAL EXPENSES</b>	<b>675,814,516.78</b>	<b>381,353,446.29</b>	<b>1,057,167,963.07</b>	<b>862,847,642.37</b>	<b>66,723,705.11</b>	

YEAR-TO-DATE BUDGET REPORT

FOR 2023 13				JOURNAL DETAIL 2023 1 TO 2023 13		
ORIGINAL ESTIM REV	ESTIM REV ADJ	REVISED ESTIM REV	ACTUAL YTD REVENUE	REMAINING REVENUE	% COLL	
267,132,087.66	-179,213,466.83	87,918,620.83	42,805,133.22	-100,722,820.76	48.7%	
GRAND TOTAL						

\*\* END OF REPORT - Generated by Rachel Farmer \*\*

VR  
RF

To: Rachel Farmer  
 From: Kirk Elliott  
 Date: January 3, 2023  
 RE: Purchasing Report

**Contains bid projects conducted during the month of December 2022**

The following is a summary of pertinent bid data for inclusion with the Board Materials to be reviewed at the next WCBOE meeting. The summary is in order of ascending bid sequence numbers and not necessarily by date. Pursuant to Board Policy this summary reports recent RFB's (Request for Bids) and RFP's (Request for Proposals) that were administered by the WCS Purchasing Department. As always any purchasing - bid project that may require Board action should appear on the Board Agenda. The projects listed below do not require Board action at the present time and are listed here for your information. If further details are needed please contact the Purchasing Department to review any of the related bid - project files. In addition to the projects listed in this monthly report the WCS Purchasing Department continues to review, approve and process numerous daily purchase orders that encompass day to day operations as well as negotiate renewals of previously bid contracts.

<b>RFB # 1300</b>	<b>Water Heater Replacements at FvES, FvMS &amp; RHS</b>	
<b>Project</b>	This project is to replace water heaters at Fairview ES, Fairview MS and Ravenwood HS	
<b>Department/Director</b>	Maintenance, Adam Christopher	
<b>Engineer</b>	Ben Hunter, Entech Engineering	
<b>Advertised</b>	Monday, November 14, 2022, in the Tennessean	
<b>Bid Opening</b>	December 15, 2022 at 10:30 a.m.	
	<b>Name of Company</b>	<b>Bid Amount</b>
<b>Bidders who were solicited or participated in this bid project</b>	Blalock Plumbing, Electric and HVAC	
	Demand Mechanical	\$131,890.00
	Jewell Mechanical	
	<b>Matrix Mechanical Solutions</b>	<b>\$113,238.00</b>
	McCloskey Mechanical	
	Maynard Select	
	Merryman Farr	
	TN Elite Mechanical	
	TriStar Mechanical	
<b>Awarded</b>	<b>Matrix Mechanical Solutions</b>	

<b>RFB # 1301</b>	<b>Softball Field at Mill Creek Middle School</b>	
<b>Project</b>	This project is to add a new softball field at Mill Creek Middle School	
<b>Department/Director</b>	Facilities & Construction, Eric Gardner	
<b>Architect</b>	Steven Brown, Gresham Smith Architects	
<b>Advertised</b>	Monday, November 28, 2022, in the Tennessean	
<b>Bid Opening</b>	Tuesday, December 13, 2022 at 2:30 p.m.	
<b>Bidders who were solicited or participated in this bid project</b>	<b>Name of Company</b>	<b>Bid Amount</b>
	Baron Construction	
	Biscan Construction	
	Brad Slater Construction	
	Dowdle Construction	
	Fellowship Construction	
	Romach Construction	
	Sain Construction Company	\$612,200.00
	Southland Constructors	
Wright Construction Services		
<b>Awarded</b>	This project is still under review. Therefore, this project has not been awarded at the time of this report.	

<b>RFB # 1302</b>	<b>Creekside Elementary Restroom Renovation</b>	
<b>Project</b>	Project consists of changing a current one restroom installation into 2 separate restroom	
<b>Department/Director</b>	Maintenance, Adam Christopher	
<b>Architect</b>	Keaton Pettit, Johnson & Bailey Architects	
<b>Advertised</b>	Monday, November 28, 2022 in the Tennessean	
<b>Bid Opening</b>	Thursday, December 15, 2022 at 2:30 pm	
<b>Bidders who were solicited or participated in this bid project</b>	<b>Name of Company</b>	<b>Bid Amount</b>
	American Constructors	
	Baron Construction	
	Biscan Construction	
	Crain Construction	
	Doster Construction	
	Eutaw Construction	
	Fellowship Construction	
	Hardcastle Construction	
	Ikon Construction	
	<b>Phase 1 Construction</b>	<b>\$59,665.00</b>
	Rock City Construction	
	R. G. Anderson	
Romach Construction		
<b>Awarded</b>	<b>Phase 1 Construction</b>	

# School Board Overnight Field Trip Report

Trip ID	Trip Date	Return Date	Approved	Origin	Trip Name	Trip Type	Activity Type	#	Destination
36303	11/11/2022	11/12/2022	11/29/2022	Brentwood High	Brentwood Football	Athletic Trip	Varsity Football	105	Bartlett High School
	<i>Notes/Fees No cost</i>								
36304	11/11/2022	11/12/2022	11/29/2022	Brentwood High	Brentwood Cheerleaders	Athletic Trip	Varsity Cheer	25	Bartlett High School
	<i>Notes/Fees \$30/per student</i>								
36385	12/2/2022	12/3/2022	11/28/2022	Brentwood High	Wrestling @ Huntsville	Athletic Trip	Varsity Wrestling	18	Huntsville High School
	<i>Notes/Fees No Cost. No Bus Needed. Wrestler Number subject to change</i>								
36387	12/9/2022	12/10/2022	11/29/2022	Brentwood High	Wrestling @ McCallie	Athletic Trip	Varsity Wrestling	18	McCallie High School
	<i>Notes/Fees No Cost. No Bus Needed. Wrestler number subject to change...</i>								
36389	12/16/2022	12/17/2022	11/28/2022	Brentwood High	Wrestling @ Dalton GA	Athletic Trip	Varsity Wrestling	18	Dalton High School
	<i>Notes/Fees No Cost. No Bus Needed. Wrestler number subject to change.</i>								
36508	3/23/2023	3/25/2023	1/4/2023	Brentwood High	TN Jr Classical League Convent	Academic Field Trip	9th - 12th grade	30	Crowne Plaza Knoxville Downtown Univ.
	<i>Notes/Fees \$75.00 per student. The cost of the bus will be split with Ravenwood High School. We will leave Knoxville at 12pm on Saturday 3/25 and arrive back at BHS at 3pm. Will make one stop for meal/bathroom on the way there and back.</i>								
36489	4/14/2023	4/16/2023	12/16/2022	Brentwood Middle	BOC Trip	Fine Arts	Concert	125	St. Louis
	<i>Notes/Fees over100 Cost per student is \$350.00 NO WCS BUSES NEEDED!! We will take coach buses. This is an optional overnight weekend trip for BMS band, orchestra, and choir students. We will depart Brentwood Middle Friday morning and drive to St. Louis, MO for the Music in the Parks Festival at Six Flags St. Louis. We will return to BMS Sunday evening. Estimated cost is \$350 total per student.</i>								
36041	12/2/2022	12/3/2022	11/30/2022	Centennial High	CHS Wrestling	Athletic Trip	9th - 12th grade	40	Huntsville High School
	<i>Notes/Fees No cost. No bus needed.</i>								
36051	1/6/2023	1/7/2023	11/29/2022	Centennial High	CHS Wrestling	Athletic Trip	9th - 12th grade	40	Father Ryan High School
	<i>Notes/Fees no bus needed.</i>								
36453	1/12/2023	1/14/2023	12/7/2022	Centennial High	Mid State Orchestra & Jazz	Fine Arts	Concert	136	Embassy Suites Nashville SE M'boro
	<i>Notes/Fees No cost. Over night. Funds provided through Donations, fundraisers and boosters. Following schools are going.BMS, BHS, CHS, FVHS, FHS, PHS, PMS, GMS,HMS, HILLS, INHS, MCMS, NHS, RHS, SSMS, SHS, SMS, TSMS, WMS. Rehearsals are at Blackman High School and Blackman Middle School.</i>								
36452	1/19/2023	1/21/2023	12/7/2022	Centennial High	Mid State Band	Fine Arts	Concert	168	Stewarts Creek High School
	<i>Notes/Fees No cost. Over night. Funds provided through Donations, fundraisers and boosters. Following schools are going.BMS,BHS,CHS,FVHS,FHS,PHS,PMS,GMS,HMS,HILLS, INHS,MCMS, NHS, RHS, SSMS, SHS, SMS, TSMS, WMS.11-12 bands and 9-10 Gold Band will rehearse at Stewarts Creek HS. 9-10 Silver band will rehearse at Stewarts Creek MS. 7-8 Bands will rehearse at Smyrna HS.</i>								
35771	2/2/2023	2/6/2023	11/17/2022	Centennial High	National Dance Championship	Athletic Trip	Dance Team	13	Disney World
	<i>Notes/Fees over100 - \$700 per student- fundraising efforts will help offset cost. No driver needed.</i>								
36300	1/13/2023	1/15/2023	11/11/2022	Independence High	Thespian Conference - IHS	Fine Arts	Drama	80	Hampton Inn & Suites M'boro
	<i>Notes/Fees No Cost per student. Thespian fee will cover cost. We will be traveling to MTSU for a conference. We will stay for the weekend but will need transportation throughout the weekend. Friday - Indy to MTSU, MTSU to HamptonSaturday - Hampton to MTSU, MTSU to Dinner, Dinner to HamptonSunday - Hampton to Indy. We will know final number of students and whether we need 1 or 2 busses by next week.</i>								
36300	1/13/2023	1/15/2023	11/11/2022	Independence High	Thespian Conference - IHS	Fine Arts	Drama	80	MTSU
	<i>Notes/Fees No Cost per student. Thespian fee will cover cost. We will be traveling to MTSU for a conference. We will stay for the weekend but will need transportation throughout the weekend. Friday - Indy to MTSU, MTSU to HamptonSaturday - Hampton to MTSU, MTSU to Dinner, Dinner to HamptonSunday - Hampton to Indy. We will know final number of students and whether we need 1 or 2 busses by next week.</i>								
36481	2/24/2023	2/25/2023	12/15/2022	Independence High	TN State Science Bowl	Academic Field Trip	Science Bowl	10	Pellissippi St Community College
	<i>Notes/Fees No Cost PER STUDENT. NO FUNDS TO BE COLLECTED. STUDENTS WHO CHOOSE TO PARTICIPATE WILL COVER THE TRANSPORTATION AND LODGING COSTS (AT HOTEL) THEMSELVES.</i>								
36381	3/12/2023	3/16/2023	11/28/2022	Independence High	Gulf Shores - spring break	Athletic Trip	Varsity Softball	21	Gulf Shores Sportsplex
	<i>Notes/Fees Cost per student \$0.No bus needed. Cost offset by fundraising.</i>								
36359	1/9/2023	1/27/2023	11/17/2022	Lipscomb Elementary	Roller Skating	Academic Field Trip	IN HOUSE	650	In House-Lipscomb
	<i>Notes/Fees \$13.00/Student. This is for an in house roller skating unit. Skatetime will brings the skates to Lipscomb and we use them for six lessons.</i>								
36337	3/30/2023	4/2/2023	12/12/2022	Nolensville High School	Youth in Government	Academic Field Trip	Youth in Government	30	Doubletree Hotel Nashville
	<i>Notes/Fees No Cost. Cost is covered by the Youth in Government fees. NO BUS REQUESTED. Students will provide their own transportation.</i>								
36315	11/18/2022	11/20/2022	11/14/2022	Page High	Model UN Conference	Academic Field Trip	Model UN	20	Embassy Suites M'boro
	<i>Notes/Fees No bus. No cost-covered by Model UN fees and fundraising.</i>								
36361	12/2/2022	12/3/2022	11/30/2022	Page High	Page Wrestling	Athletic Trip	Varsity Wrestling	16	Houston High School
	<i>Notes/Fees No CostsNo Driver Needed</i>								
36368	1/13/2023	1/14/2023	11/30/2022	Page High	Page Wrestling	Athletic Trip	Varsity Wrestling	24	Knox-Halls High
	<i>Notes/Fees No CostsNo Driver Needed</i>								
36474	1/13/2023	1/14/2023	1/5/2023	Ravenwood High	Thespian Conference	Fine Arts	9th - 12th grade	53	MTSU
	<i>Notes/Fees Cost/student = \$99.00PLEASE DISREGARD UNDETAILED INFORMATION ABOVE AND READ THIS ITINERARY. Trip RequestRavenwood High School Fine Arts (Theatre) Students: 56 Adults:6 Locations: MTSU (1301 E Main St. Murfreesboro TN 37132) and Sleep Inn (193 Chaffin Pl. Murfreesboro, TN 37129) Friday: January 13th11:30-Leave Ravenwood in busses to SleepInn 12:00-1:15-Check in to hotel and get situated 1:15 (orearlier) - Leave SleepInn in busses to head to MTSU 1:30-Arrive at MTSU and get lunch on campus 2:30-Tehscon Check In 10:00 PM - Leave ThesCon in bussess head to SleepInn Saturday: January 14th 7:00-Leave for MTSU in bussess and get breakfast on campus (take luggage with us) 10:-- PM-Leave MTSU in bussess and leave for Ravenwood HS</i>								
36267	4/3/2023	4/6/2023	12/14/2022	Summit High	State HOSA	CTE Trip	Career/Technical - HOSA	12	Knoxville Convention Ctr
	<i>Notes/Fees over100 - Student cost will be 250 to 375. Coordinate with Kris Schneider for travel.</i>								