



Williamson County School Board Meeting

August 21, 2023 6:30 PM

Williamson County Administrative Complex - Auditorium

1. Call to Order

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

2. Items of Particular Public Interest (Public Comment)

3. Approval of Agenda

4. Approval of Consent Agenda

- a. Approval of June 19, 2023, School Board Meeting Minutes
- b. Board Policies - First and Final Editorial Changes
 - I. 1.102 Board Member's Legal Status
 - II. 1.400 School Board Meetings and Work Sessions
 - III. 1.402 Notification of Meetings
 - IV. 1.403 Agendas
 - V. 3.202 Emergency Preparedness Plan
 - VI. 3.204 Threat Assessment Team (New)
 - VII. 3.205 Security
 - VIII. 4.204 Summer Instructional Program
 - IX. 5.106 Application and Employment
 - X. 5.119 Employment of Retirees
 - XI. 5.3021 Sick Bank - Teacher
 - XII. 5.305 Family Medical Leave
 - XIII. 5.307 Physical Assault Leave
 - XIV. 5.601 Staff Rights and Responsibilities (New)
 - XV. 6.309 Zero Tolerance Offenses
 - XVI. 6.319 Alternative Education (New)
 - XVII. 6.4001 Student Surveys, Analyses, and Evaluations
 - XVIII. 6.402 Physical Examination and Immunizations
 - XIX. 6.702 Student Club, Activities, and Organizations
- c. Approval of Outstanding Purchase Orders (Annual Agenda Item)
- d. Approval of Annual Agenda for 2023-2024 (Annual Agenda Item)
- e. Approval of Sick Leave Bank Trustees (Annual Agenda Item)
- f. Request for lease of Cafeteria at Pearre Creek Elementary School by One Heart Ministries International
- g. Recommendation for Field Trip Fee Requests

5. Communications to the Board

a. Superintendent's Report

I. Student, Staff and School Spotlights

b. Board Chair Report

6. New Business

a. 2023 2024 School Board Budget

I. Approval of General Purpose School Fund Amendment

08.23 Carryforward Reserves - \$127,608.58

II. Approval of General Purpose School Fund Amendment

08.23 Safe Schools Grant Carryover- \$193,531.00

III. Approval of General Purpose School Fund Amendment

08.23 Transition Grant Carryover - \$62,067.00

IV. Approval of General Purpose School Fund Amendment

08.23 Transition Grant - \$204,173.00

V. Approval of Central Cafeteria Fund Amendment 08.23

NSLP-Supply Chain Assistance Grant - \$1,348,119.46

VI. Approval of Capital Projects Education Fund 08.23

Intracategory Transfer Page Middle School - \$70,062.00

VII. Approval of Education Capital Projects Fund Transfer

09.23 GPS Transfer to Capital Projects for Capital Needs -
\$3,252,690.00

b. Approval of ESSER 3.0 Proposed Plan for Remaining Funds

c. Board Policies - First Reading (10 minutes)

I. 6.300 Code of Conduct

d. Appointment of School Board Ethics Committee

7. Adjournment



Williamson County School Board Meeting
June 19, 2023 6:30 PM
Williamson County Administrative Complex - Auditorium

Attendance Taken at 6:31 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: Absent
Mr. Rick Wimberly: Present

Present: 11, Absent: 1.

1. Call to Order

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

Madam Chair Durham called the meeting to order. She thanked Sheriff's Deputies Ron Hooper and Randy Purcell for attending the meeting. Durham called upon Board Member Aprea to lead the Pledge of Allegiance, followed by a moment of silence.

2. Items of Particular Public Interest (Public Comment)

Madam Chair Durham called upon the following individuals to speak during public comment.

Jody Smith spoke about banning books

Emily Paisley spoke about book regulations.

Dani Morles spoke about banning books.

Ashley Webster spoke about banning books.

Elliott Franklin spoke about age-appropriate book law.

Revida Rahman spoke about banning books and bullying.

Trisha Lucente book removal.

Jeff Stewart spoke about banning books.

Angie Colvin spoke about the age-appropriate book law.

Stephen Hickey spoke about parental opt-in for books.

Aundrea Gomex spoke about the book *Speak*.

Al Gomez spoke about the book *The Perks of Being a Wallflower*.

Harper Fitzgerald spoke about the harm of banning books.

Lindsey Hornick spoke about banning books.

Cory Martin spoke about the Superintendent's evaluation score and banning books.

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

Madam Chair Durham presented the Superintendent's Contract Renewal and Extension.

Motion Passed: Motion by Mr. Rick Wimberly to approve a renewal and extension of the Superintendent's contract. A second was made by Mr. KC Haugh.

Mr. Eric Welch: Absent
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. KC Haugh: Yes
Mr. Drason Beasley: Yes
Mrs. Angela Durham: Yes
Mr. Dan Cash: Yes

Yes: 11, Nay: 0, Absent: 1

4. Approval of Agenda

Madam Chair Durham presented the agenda for approval.

Motion Passed: Motion by Mr. Drason Beasley to approve. A second was made by Mr. Eliot Mitchell.

Mr. Eric Welch: Absent
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. KC Haugh: Yes
Mr. Drason Beasley: Yes
Mrs. Angela Durham: Yes
Mr. Dan Cash: Yes
Mr. Eliot Mitchell: Yes

Yes: 11, Nay: 0, Absent: 1

5. Approval of Consent Agenda

Madam Chair Durham presented the consent agenda for approval.

Motion Passed: Motion by Mrs. Donna Clements to approve. A second was made by Mr. Eliot Mitchell.

Mr. Eric Welch: Absent
Mr. Jay Galbreath: Yes
Ms. Sheila Cleveland: Yes
Mrs. Donna Clements: Yes
Mr. Rick Wimberly: 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: 11, Nay: 0, Absent: 1

- a. Approval of May 15, 2023 School Board Meeting Minutes
- b. Board Policies- Second Reading
 - I. 1.105 Board Member Conflict of Interest (New)
 - II. 1.106 Code of Ethics
- c. Recommendation for Field Trip Fee Requests
- d. Approval of 2023-24 SACC Fees
- e. Approval of EPlan Applications for FY2024 to include ESEA Grants, IDEA, Part B, IDEA Pres-School, and Carl Perkins Basic Grant
- f. Request from Riverside Fellowship Church to lease Page Middle School
- g.

6. Communications to the Board

a. Superintendent's Report

Superintendent Golden thanked the individuals who spoke and sent emails regarding the reconsideration of library books. He encouraged the Board to continue to communicate with parents. Golden spoke about the graduation ceremonies. He spoke about the Strategic Plan draft and the commitment to prepare WCS students for life after WCS. Golden spoke about three students who won the Mars Petcare Juneteenth Scholarship. Superintendent Golden concluded with a thank you to the School Board for their vote on his contract extension to June 30, 2027.

I. Student, Staff and School Spotlights

Independence High student Nate Martinez received the U.S. Presidential Scholars.

A Perfect ACT Composite Score was obtained by Luke Haws and Katherine Perez, Brentwood; Lukas Mathesius, Franklin; Thomas Jordan, Page; Saisarath Ravilla, Ravenwood.

Sawyer Curtis from Independence High and Lainey McCarter from Nolensville High received the Outstanding Lead Performer for TPAC

Grassland Middle students Aubrey Gates, Siena Thompson, Liv Garrett, and Izumi Wakatsuki won the TMSAA AA Girls 4x400M Relay, Graycen Dorr won the TMSAA AA Girls High Jump, Brentwood Middle Boys Track Team won the TMSAA AA Track and Field.

Also from Brentwood Middle, these students won, Gabe Cabell, TMSAA AA 400M Dash; Andrew Spector, TMSAA AA 800M Run; Andrew Spector, TMSAA AA 1600M Run; Jones Merrill, Cohen Dabbs, Liam Ching, and Wyatt Luedtke, TMSAA AA 4x200M Relay; and Andrew Spector, Eli Wyatt, Luke Harren and Gabe Cabell, TMSAA AA 4x400M Relay.

Takoda Brice from Page Middle won the TMSAA AA Boys Discus Throw.

Fairview Middle student William Edwards won the TMSAA A 800M Run and the TMSAA A 1600M Run.

Luke Russell from Thompson's Station Middle won the TMSAA A Boys Long Jump.

The Woodland Middle Boys Baseball Team won the TMAA State Baseball Title in Class AA.

Alyssa Andrea, Loren Sloan, Andi Lerond and Ries Lerond from Fairview High won the TSSAA AA Girls 4x800M Relay.

Page High Cole Combs won the TSSAA AA Boys Shot Put.

Page High Boys Track Team won the TSSAA AA State Champions.

Brentwood High Boys Track Team won the TSSAA AAA Track Champions.

Brentwood High student Hudson Allain won the TSSAA AAA Boys 400M Dash. Also, from Brentwood, Aiden Carter won the TSSAA AAA Boys Decathlon.

Morgan Lewis from Nolensville High won the TSSAA AAA Boys 300M Hurdles.

Miles Ramer from Ravenwood won the TSSAA AAA Boys 1,600M Run.

Brentwood High student Sophie Yount won the TSSAA AAA Girls Long Jump and TSSAA AAA Girls Outdoor Pentathlon.

Centennial students Gabrielle Boulay, Bethany Wright, Larkin Johnson and Rhys Ammon won the TSSAA AAA Girls 4x800M Relay and Gabrielle Boulay won the TSSAA AAA Girls 800M Run.

Nolensville High student Claire Stegall won the TSSAA AAA Girls 1,600M Run.

Brentwood High Boys Soccer Team won the TSSAA AAA State Champions.

The following teachers were awarded the CMA Foundation Music Teachers of Excellence

Elaina Gallas, Edmondson; Ashley Harris, Spring Station Middle; Briana Vogt, Franklin High; Rose Hellmers, Ravenwood.

b. Board Chair Report

Madam Chair Durham reminded the School Board there are no meetings in July.

7. Unfinished Business

a. Approval of the Reconsideration Committee's Recommendation for the following Library Books: Speak, Perks of Being a Wallflower, The Field Guide to the North American Teenager, and Where the Crawdads Sing

Madam Chair Durham presented the agenda item to approve the Reconsideration Committee's recommendation for the following books, Speak, The Perks of Being a Wallflower, The Field Guide to the North American Teenager and Where the Crawdads Sing,

Board Member Eliot Mitchell made a motion to put the agenda item on the floor for discussion. Board Member Jennifer Aprea seconded the motion. The School Board Attorney Cook explained the process for voting on reconsideration, recommending a vote on each book individually. Board Member Rick Wimberly objected to voting on the books individually and no additional motion or second was made.

Superintendent Golden recommended approval.

Motion Passed: Motion by Mrs. Jennifer Aprea to approve the reconsideration based on the committee's recommendation to maintain the four books, Speak, Perks of Being a Wallflower, The Field Guide to the North American Teenager and Where the Crawdads Sing in the library without any restrictions. A second was made by Mr. Eliot Mitchell.

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

Yes: 9, Nay: 2, Absent: 1

b. Approval of the Reconsideration Committee's Recommendation for the following Library Book: Extremely Loud and Incredibly Close

Madam Chair Durham presented the agenda item to approve the Reconsideration Committee's recommendation for the book Extremely Loud and Incredibly Close. Superintendent Golden recommended approval.

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

Mr. Eric Welch:	Absent
Mr. Rick Wimberly:	Yes
Mr. KC Haugh:	Yes
Mr. Drason Beasley:	Yes
Mrs. Angela Durham:	Yes
Mr. Dan Cash:	Nay
Mr. Eliot Mitchell:	Yes
Mr. Joshua Brown:	Abstain (With Conflict)
Mrs. Jennifer Aprea:	Yes
Mr. Jay Galbreath:	Yes
Ms. Sheila Cleveland:	Yes

Mrs. Donna Clements: Nay
Yes: 8, Nay: 2, Absent: 1, Abstain (With Conflict): 1

8. New Business

a. 2022 - 2023 School Board Budget

I. Approval of Central Cafeteria Fund 06.23 Commodities - \$95,799.58

Madam Chair Durham called upon Superintendent Golden, who recommended approval of Central Cafeteria Fund 06.23 Commodities in the amount of \$95, 799.58.

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

Mr. Eric Welch: Absent
Mrs. Donna Clements: Yes
Mr. Rick Wimberly: 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: 11, Nay: 0, Absent: 1

II. Approval of 2022-23 Budget Adjustments Final Year Intra-Category General Purpose Fund

Madam Chair Durham called upon Superintendent Golden, who recommended approval of the 2022-23 Budget Adjustments Final Year Intra- Category General Purpose Fund.

Motion Passed: Motion by Mrs. Donna Clements to approve. A second was made by Ms. Sheila Cleveland.

Mr. Eric Welch: Absent
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. KC Haugh: Yes

Yes: 11, Nay: 0, Absent: 1

III. Approval of 2022-23 Budget Adjustments Final Year Intra-Category Central Cafeteria Fund

Madam Chair Durham called upon Superintendent Golden, who recommended approval of the 2022-23 Budget Adjustments Final Year Intra-Category Central Cafeteria Fund

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

Mr. Eric Welch: Absent
Mrs. Angela Durham: Yes
Mr. Dan Cash: Yes
Mr. Eliot Mitchell: Yes

Mr. Joshua Brown: Yes
Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Yes
Ms. Sheila Cleveland: Yes
Mrs. Donna Clements: Yes
Mr. Rick Wimberly: Yes
Mr. KC Haugh: Yes
Mr. Drason Beasley: Yes
Yes: 11, Nay: 0, Absent: 1

IV. Approval of 2022-23 Budget Adjustments Final Year Intra-Category Extended Childcare Program
Madam Chair Durham called upon Superintendent Golden, who recommended approval of the 2022-23 Budget Adjustments Final Year Intra-Category Extended Childcare Program.

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

Mr. Eric Welch: Absent
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. KC Haugh: Yes
Mr. Drason Beasley: Yes
Mrs. Angela Durham: Yes
Yes: 11, Nay: 0, Absent: 1

V. Approval of Resolution for 2023-2024 Capital Request

Madam Chair Durham called upon Superintendent Golden, who recommended approval of Resolution 2023-2024 Capital Request.

Motion Passed: Motion by Mrs. Donna Clements to approve. A second was made by Mr. Eliot Mitchell.

Mr. Eric Welch: Absent
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. KC Haugh: Yes
Mr. Drason Beasley: Yes
Mrs. Angela Durham: Yes
Mr. Dan Cash: Yes
Yes: 11, Nay: 0, Absent: 1

b. Approval of the 2023-2028 Strategic Plan

Madam Chair Durham called upon Superintendent Golden, who recommended approval of the 2023-2028 Strategic Plan.

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

Mr. Eric Welch: Absent
Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Yes
Ms. Sheila Cleveland: Yes
Mrs. Donna Clements: Yes
Mr. Rick Wimberly: 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: 11, Nay: 0, Absent: 1

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

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

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

Mr. Eric Welch: Absent
Mr. Jay Galbreath: Yes
Ms. Sheila Cleveland: Yes
Mrs. Donna Clements: Yes
Mr. Rick Wimberly: 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: 11, Nay: 0, Absent: 1

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

Madam Chair Durham called upon Superintendent Golden, who recommended approval of the 2023-24 School Board meeting dates (Annual Agenda Item).

Motion Passed: Motion by Mr. Dan Cash to approve. A second was made by Mrs. Donna Clements.

Mr. Eric Welch: Absent
Ms. Sheila Cleveland: Yes
Mrs. Donna Clements: Yes
Mr. Rick Wimberly: 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: 11, Nay: 0, Absent: 1

9. Adjournment

There being no further business, Madam Chair Durham adjourned the meeting at 8:33 p.m.

Chairperson

Superintendent

Williamson County Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: Board Members Legal Status	Descriptor Code: 1.102	Issued Date: 08/15/22
		Rescinds: 1.102	Issued: 03/21/22

1 NUMBER OF MEMBERS¹

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

3 QUALIFICATIONS

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

- 7 1. Graduation from high school or receipt of a ~~G.E.D. or HiSET~~ *equivalency credential approved*
8 *by the State Board of Education;*² and
9
- 10 2. Being a qualified voter and resident of the county for one (1) year prior to the qualifying
11 deadline for running as a candidate.¹

12 No member of the county legislative body nor any other county governmental official shall be eligible
13 for election as a member of the county board of education.³

14 TERMS OF OFFICE

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

16 VACANCIES

17 Vacancies shall be declared to exist on account of death, resignation, removal from the district, or
18 through due process proceedings.⁴

19 When a vacancy occurs, the unexpired term shall be filled at the next regular or special meeting of the
20 County legislative body.⁵ Such appointment shall continue until the next regular election.

Legal References

1. TCA 49-2-201(a)(1)
2. TCA 49-2-202(a)(4); *Public Acts of 2023, Chapter No. 114*
3. ~~TCA 49-2-202(a)(2); Public Acts of 2022, Chapter No. 809~~
4. TCA 8-47-101; TCA 49-1-611; TCA 49-2-202(e)(2); Tenn. Att’y Gen. Op. No. 21-14 (September 1, 2021)
5. TCA 49-2-202(e)(1)

Williamson County Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: School Board Meetings and Work Sessions	Descriptor Code: 1.400	Issued Date: 11/26/18
		Rescinds: 1.400	Issued: 10/17/16

1 *General*

2 The Board will transact all business at official meetings that may be either regular or special.

3 Every meeting of the Board shall be open to the public, except for those meetings in which the law allows
4 closed sessions.¹ Open meetings will be physically accessible to all students, employees, and interested
5 citizens.²

6 The Board may restrict the recording of board meetings via camera, camcorder, or other photographic
7 equipment when such recording creates a threat to public safety and welfare or impedes the conducting
8 of efficient and orderly public meetings.³

9 Board members shall be expected to read the information provided them and to contact the
10 Superintendent or other appropriate staff members to request additional information that may be deemed
11 necessary to assist them in their decision-making responsibilities.

12 **REGULAR MEETINGS**

13 Regular meetings of the Board shall generally be held on the third Monday of the month at 6:30 p.m.
14 in the Williamson County Administrative Complex in the auditorium. In instances when any regular
15 meeting date falls on a legal holiday, the meeting shall be rescheduled by the Chair.

16 The Board may meet at other times and places designated by the Chair to encourage public
17 participation or to accomplish some other desired purpose when the Chair or the Board so specify.

18 **SPECIAL MEETINGS**

19 The Board shall hold such special meetings as necessary to transact the business of the Board. Such
20 meetings shall be called by the Chair whenever, in the Chair's judgment, the interests of the schools
21 require it or when requested to do so by a majority of the Board.⁴

22 Only business related to the call of the meeting and details related to agenda items shall be discussed or
23 transacted by the Board at a special meeting.

24 **WORK SESSIONS**

25 Work Sessions shall generally be held on Thursday evening prior to the regular Board meetings.

1 ELECTRONIC ATTENDANCE⁵

2 Absent board members may attend a regular or special meeting by electronic means *for certain*
3 *qualifying reasons. The following requirements apply to all electronic attendance, regardless of the*
4 *reason for the absence:* ~~if the member is absent because of work, a family emergency, or the member's~~
5 ~~military service. If a board member is absent due to military service, he/she may participate electronically~~
6 ~~as often as he/she is able to do so. However, a board member may not participate electronically more~~
7 ~~than two (2) times per year for absences due to work and/or family emergencies.~~

8 *General Requirements*

9 The following requirements apply to all electronic attendance, regardless of the reason for the
10 member's absence:

- 11 1. A quorum of the Board must be physically present at the meeting in order for any member to
12 attend electronically;
- 13 2. Any member wishing to participate electronically must do so using technology that allows the
14 Chair to visually identify the member; and
- 15 3. The responsibility for the connection lies with the member wishing to participate electronically.
16 No more than three (3) attempts to connect shall be made unless the Board chooses to make
17 additional attempts.

18 *Work-Related Absence*

19 The following requirements apply to electronic attendance due to a work-related absence:

20 A board member must be absent from the county due to work; *however, he/she may only participate*
21 *electronically two (2) times per year for this reason.* A board member wishing to participate must
22 give the Chair and Superintendent of Schools at least five (5) days' notice prior to the meeting of the
23 member's intention to participate electronically.

24 *Sickness or Period of Convalescence*

25 *A board member may attend a meeting by electronic means if sick or in a period of convalescence*
26 *on the advice of a healthcare professional; however, he/she may only participate electronically three*
27 *(3) times per year for this reason.*

28 *Inclement Weather or Natural Disaster*

29 *A board member may attend a meeting by electronic means due to inclement weather or natural*
30 *disaster if the schools in the school district are closed; however, he/she may only participate*
31 *electronically three (3) times per year for this reason.*

32

33

1 *Family Emergency*

2 ~~The following requirement applies to electronic attendance due to a family emergency:~~

3 *A board member may attend a meeting by electronic means if there is a family emergency that*
 4 *prevents him/her from attending in person. The absence shall be* ~~The member must be absent~~ due to
 5 the hospitalization of the board member or the death or hospitalization of the member's spouse, father,
 6 mother, son, daughter, brother, sister, son-in-law, daughter-in-law, stepson, stepdaughter, father-in-
 7 law, mother-in-law, brother-in-law, or sister-in-law. *The board member may only participate*
 8 *electronically two (2) times per year for this reason.*

9 *Military Service*

10 *A board member may attend a meeting by electronic means if out of the county due to military*
 11 *service. The board member may participate electronically as often as he/she is able to do so.*

12

Legal References

1. TCA 8-44-102; TCA 49-6-804(b)
2. 28 CFR § 36.201(a); 28 CFR § 36.202
3. Tenn. Att’y Gen. Op. No. 95-126 (December 28, 1995)
4. TCA 49-2-202(c)(1)
5. TCA 49-2-203(c); *Public Acts of 2023, Chapter No. 350*

Cross References

- School Board Legal Status and Authority 1.100
 Board Committees 1.300
 Notification of Meetings 1.402
 Section 504 and ADA Grievance Procedures 1.802

Williamson County Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: <h2 style="text-align: center;">Notification of Meetings</h2>	Descriptor Code: <h3 style="text-align: center;">1.402</h3>	Issued Date: <h3 style="text-align: center;">11/26/18</h3>
		Rescinds:	Issued:

1 The Board shall ensure adequate public notice¹ of all regular meetings by publishing a complete
 2 schedule for the entire school year. This schedule shall be posted in the central office, each school, and
 3 on the school system’s website and sent to the president of the local education association.²

4 In the event of a special board meeting, notice shall be provided at least ~~five (5) days~~ **forty-eight (48)**
 5 **hours** prior to the meeting and shall be posted in the same locations and in the same manner as regular
 6 board meetings. All notices of special board meetings shall state the time, place, and purpose of the
 7 meeting.

8 The only exception permitted is in the case of an emergency, defined for this policy as “a sudden,
 9 generally unexpected occurrence or set of circumstances demanding immediate action.” In such
 10 exceptions, notice shall be given to all appropriate parties as is practical.

11 Notification to the local media will occur at the same time as notice to members of the Board.

12 *Notice of all meetings with actionable items on the agenda, with the exception of teacher*
 13 *disciplinary hearings, shall include information on how community members can participate in the*
 14 *public comment portion of the board meeting.*³

Legal References

1. TCA 8-44-103
2. TCA 49-2-202(c)(1)
3. *Public Acts of 2023, Chapter No. 300*

Cross References

School Board Meetings and Work Sessions 1.400

Williamson County Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: Agendas	Descriptor Code: 1.403	Issued Date: 05/17/21
		Rescinds: 1.403	Issued: 01/21/20

1 The Chair and the Superintendent of Schools shall determine the agenda.¹ While developing the
2 agenda, the Chair and Superintendent shall identify routine or non-controversial items to be placed on
3 the consent agenda, which shall become a part of the regular agenda. If any member objects to
4 including an item on the consent agenda, that item shall be moved to the regular agenda as an action
5 item requiring discussion. The remaining consent items shall be adopted in a single vote without
6 discussion.

7 Additional items of business may be placed on the board work session agenda under “Topics for
8 Discussion” at the request of a board member made in writing. Board members wishing to suggest an
9 item of business for the agenda shall notify the Superintendent and Chair in writing at least ten (10)
10 working days before the board work session. The Board may from time to time invite subject matter
11 experts to provide informational presentations as part of the work session agenda.

12 Regular meetings shall be conducted under the following order of business:

- 13 1. Call to Order, Pledge and Moment of Silence
- 14 2. Items of Public Interest (Public Comment)
- 15 3. Approval of Agenda*/Items of Consent (Consent Agenda)
- 16 4. Communications to the Board (requiring no action)
- 17 5. Unfinished Business
- 18 6. New Business
- 19 7. Adjournment

20 *Note: Once the agenda has been approved, it may not be changed without action to set aside Board
21 policy.

22 *Public Comment Period*²

23 *There shall be a public comment period for each meeting with actionable items on the agenda,*
24 *including special meetings. There shall not be a public comment period for teacher disciplinary*
25 *hearings.*

26 Thirty (30) minutes will be placed on the agenda for the Chair to recognize individuals to make
27 comments. At the discretion of the Chair, this time may be extended.-Williamson County residents and
28 WCS employees shall have first priority. In the event time remains, the Chair may allow nonresidents
29 to speak.-All persons addressing the Board will state his/her name, provide his/her address and provide
30 the name of the organization or group-he/she represents before addressing the Board.-The Board
31 reserves the right to limit the time of any speaker. The Chair shall have the authority to terminate the
32 remarks of any individual who is disruptive or does not adhere to Board rules.³

- 1 Under the tenure recommendations section of the agenda, if a Board member requests that any specific
2 tenure recommendation(s) be acted upon separately, this request will be honored automatically.
- 3 Agendas for special meetings of the School Board shall be established pursuant to requirements
4 established by Tennessee law. ~~Thirty (30) minutes will be placed on the agenda for the Chair to~~
5 ~~recognize individuals to make public comment. At the discretion of the Chair, this time may be~~
6 ~~extended. Public Comment is limited to the business related to the call of the meeting and the details~~
7 ~~related to the agenda item(s) discussed or transacted by the Board at a special meeting. Williamson~~
8 ~~County residents and WCS employees shall have first priority. In the event time remains, the Chair~~
9 ~~may allow nonresidents to speak. All persons addressing the Board will state his/her name, provide~~
10 ~~his/her address and provide the name of the organization or group he/she represents before addressing~~
11 ~~the Board. The Board reserves the right to limit the time of any speaker. The Chair shall have the~~
12 ~~authority to terminate the remarks of any individual who is disruptive or does not adhere to Board~~
13 ~~rules.~~²
- 14 The agenda shall be available at each meeting for visitors. The agenda shall be available online to the
15 members, the media, and the public.

Legal References

1. TCA 49-2-206
2. *Public Acts of 2023, Chapter No. 300*
3. *TCA 39-17-306*

Cross References

- Duties of Officers 1.201
Executive Committee 1.301

Williamson County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Emergency Preparedness Plan	Descriptor Code: 3.202	Issued Date: 08/15/22
		Rescinds: 3.202	Issued: 09/16/19

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

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

8 **FIRE AND SAFETY DRILLS**

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

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

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

19 ***ANNUAL DRILLS⁴***

20 ***The principal shall ensure that the school safety team conducts each of the following type of drills***
21 ***annually:***

22 ***1. An armed intruder drill in coordination with local law enforcement;***

23

24 ***2. An incident command drill; and***

25

26 ***3. An emergency safety bus drill.***

27

28

29

1 **ARMED INTRUDER DRILLS**

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

4 **BOMB THREAT PROCEDURES**

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

6 **AED DRILLS⁵**

7 All schools shall conduct a CPR and AED drill to ensure awareness of the steps that must be taken in
 8 the event of a medical emergency. The principal shall be responsible for ensuring the drill occurs.

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

11 **MEDICAL EMERGENCIES/PANDEMIC FLU⁶**

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

16 **REMOTE LEARNING DRILLS⁷**

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

Legal References

1. TRR/MS 0520-01-02-.30(2); TCA 49-6-804; TCA 49-6-805(8)
2. TCA 68-102-137(b)
3. TCA 68-102-137(f)
4. TCA 49-6-807; *Public Acts of 2023, Chapter No. 367*
5. TCA 49-2-122; TCA 49-6-1208
6. TCA 49-6-3004(a), (e); TCA 49-5-404
7. *TCA 49-2-139* Public Acts of 2022, Chapter No. 936

Cross References

Safety 3.201
 Community Use of School Facilities 3.206

Williamson County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Threat Assessment Team	Descriptor Code: 3.204	Issued Date:
		Rescinds:	Issued:

1 *General*¹

2 A threat assessment team shall be created within the school district to develop intervention-based
3 approaches to prevent violence, manage reports of potential threats, and create a system that fosters a
4 safe, supportive, and effective school environment. The Superintendent of Schools shall appoint the
5 members of the threat assessment team which shall include Williamson County Schools staff including
6 Student Support Services personnel, juvenile services, District Attorney office and the local law
7 enforcement.

8 The Superintendent of Schools shall develop administrative procedures regarding the training and
9 operations of the team to comply with state law and State Board of Education rules and regulations.

10 **TEAM MEETINGS**

11 All threat assessment team meetings shall be closed to the public.²

12 **RECORDKEEPING**³

13 The team shall document all behaviors and incidents deemed to pose a risk to school safety or that
14 resulted in intervention and shall provide the information to the Superintendent of Schools.

15 A report of the activities of the threat assessment team will be compiled and shared with the Board
16 before each regular meeting.

Documents produced or obtained regarding these assessment activities will not be open for public inspection.

Legal References

1. TCA 49-6-2701 *et seq.*; Public Chapter 2023, Chapter No. 367
2. TCA 49-6-2701(f)
3. TCA 49-6-2702

Cross References

- School District Records 1.407
- Safety 3.201
- Security 3.205
- Student Records 6.600

Williamson County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Security	Descriptor Code: 3.205	Issued Date: 09/16/19
		Rescinds: 3.205	Issued: 05/23/14

1 *General*¹

2 The Superintendent of Schools shall establish procedures to protect school property which shall include,
3 but not be limited to:

- 4 1. Closing and securing teacher work areas when left unattended or at the end of the day;
- 5 2. Denying students permission to use the classrooms, laboratories, gymnasiums, or other school
6 facilities or equipment without appropriate supervision;
- 7 3. Controlling the issuance of keys and fobs; and
- 8 4. Developing programs that contribute to the proper care and use of school facilities and
9 equipment.
- 10 5. Ensuring that equipment purchased with federal funds is managed as directed by federal and state
11 law.²

12
13 **All exterior doors leading into a school building shall be locked at all times and access to school
14 buildings is limited to the school's primary entrance during the school day as well as when
15 students are present outside of regular school hours, except as otherwise described below.³**

16 The principal shall call law enforcement officials in cases involving illegal entry, building damage, theft,
17 or vandalism. The principal shall notify the Superintendent of Schools as soon as practical, but no longer
18 than twenty-four (24) hours after a case of vandalism, theft, building damage, and/or illegal entry. The
19 Superintendent of Schools or his/her designee is authorized to sign a criminal complaint and to press
20 charges against perpetrators for vandalism of school property. The Superintendent shall report all signing
21 of such complaints to the Board.

22 **AFTER SCHOOL HOURS**

23 If, outside of regular school hours, there is a need to unlock the doors during a school activity, a school
24 district employee shall be stationed by the door to ensure access is limited to authorized persons.³

25 **LAW ENFORCEMENT SERVICES**¹

26 The Board may enter into collaborative partnerships with appropriate law enforcement agencies.
27 Partnerships may include, but not be limited to, education and recreational programs, delinquency
28 prevention, and mentoring initiatives.

1 The Board may enter into a memorandum of understanding with the chief of a law enforcement agency
2 to provide school policing.

3 ***CYBERSECURITY⁵***

4 ***The Superintendent of Schools/designee shall develop an administrative procedure regarding the***
5 ***district's cybersecurity plan to identify cybersecurity risks, implement mitigation planning, and protect***
6 ***cyberinfrastructure against cyberattacks and other cybersecurity threats and incidents.***

Legal References

1. *TCA 49-6-805(3)*
2. *2 CFR § 200.313*
3. *Public Acts of 2023, Chapter No. 367*
4. *TCA 49-6-4217*
5. *TCA 49-6-805(9)*

Cross References

Visitors to the Schools 1.501

Williamson County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Summer Instructional Programs	Descriptor Code: 4.204	Issued Date: 08/16/21
		Rescinds: 4.204	Issued: 04/16/19

1 *General*

2 The following programs will be made available to students:^{1,2}

- 3 1. Traditional summer school;
- 4
- 5 2. Learning loss bridge camps;
- 6
- 7 3. After-school learning mini camps (2021-2023); and
- 8
- 9 4. Summer learning camps (2021-2023).

10 These programs shall be organized and operated in accordance with state law as well as guidelines
11 provided by the Tennessee Department of Education. Funding for all programming shall be provided
12 for in the annual budget and take into account any available grants. The Board may adopt tuition rates
13 for those students attending a traditional summer school program.³

14 **SUMMER PROGRAMMING²**

15 ~~The Superintendent of Schools shall present a recommended summer programming plan to the Board~~
16 ~~each year, no later than November, outlining the following:~~

- 17 1. ~~Courses offered;~~
- 18
- 19 2. ~~Transportation;~~
- 20
- 21 3. ~~Class size ratios;~~
- 22
- 23 4. ~~Budget, including staff compensation;~~
- 24
- 25 5. ~~School nutrition needs;~~
- 26
- 27 6. ~~Staffing;~~
- 28
- 29 7. ~~Enrollment criteria; and~~
- 30
- 31 8. ~~Any additional necessary information.~~

1 **ATTENDANCE REQUIREMENTS²**

2 Priority students, as defined by state law, shall not be required to attend summer programs.

3 *The Superintendent of Schools shall be responsible for developing administrative procedures*
4 *regarding the attendance requirements of priority students in each program.*

5 ***THIRD GRADE PROMOTION/RETENTION LAW & MAKE-UP DAYS⁴***

6 *Students who are required to attend summer programming in order to be promoted to fourth grade*
7 *shall attend with a ninety percent (90%) attendance rate. The district will provide an opportunity for*
8 *students to make up a limited number of absences to meet the 90 percent attendance threshold for*
9 *promotion. Parents of students needing more make up days than provided by the district due to an*
10 *emergency situation may appeal to the Assistant Superintendent of Elementary Schools (or*
11 *designee).*

12 *Parents shall be provided information on the summer program attendance policy by email prior to*
13 *the beginning of the summer programming.*

14 *The Superintendent of Schools/designee shall develop administrative procedures regarding the*
15 *documentation of student attendance including make up days and the administration of the post-test*
16 *for students who participate in summer programming.*

Legal References

1. TRR/MS 0520-01-03-.03(9); *Public Acts of 2023, Chapter No. 144*
2. TCA 49-6-1504
3. TCA 49-6-3003
4. *State Board of Education Policy 3.300*

Cross Reference

4.603 Promotion and Retention

Williamson County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Application and Employment	Descriptor Code: 5.106	Issued Date: 08/16/21
		Rescinds: 5.106	Issued: 03/19/18

1 APPLICATION

2 An individual desiring a position shall make application to the Superintendent of Schools on forms
3 developed by his/her office. To ensure the safety and welfare of students and staff, the district shall
4 require criminal history background checks and fingerprinting of applicants for teaching positions and
5 any other positions that require proximity to children.¹ If applying for a teaching position, the
6 Superintendent of Schools shall also check the applicant's license status in the State Board of
7 Education's database to determine if there is a hold on that applicant's license, and if so, the reasoning
8 behind the hold.²

9 Knowingly falsifying information shall be sufficient grounds for termination of employment and shall
10 also constitute a Class A misdemeanor which shall be reported to the District Attorney General for
11 prosecution.³

12 The Board may reimburse the applicant any costs incurred to perform these background checks and
13 fingerprinting if a position is offered and accepted.⁴

14 *Professional Employees*

15 The application shall include a transcript of credits earned at the colleges or universities attended along
16 with references from persons such as previous employers, college professors, and supervisors of
17 student teachers. Other information shall include whether such applicant has been dismissed for cause
18 from a school district.⁵ If previously employed by a local board of education, the applicant shall
19 provide evidence of acceptable resignation.

20 No person shall be employed:

- 21 1. Who does not hold a valid license to teach or a temporary permit to teach from the State Board
22 of Education;⁶
- 23 2. Who has been identified by the Department of Children's Services as a perpetrator of child
24 abuse, severe child abuse, child sexual abuse, or child neglect or who poses an immediate threat
25 to the health, safety, or welfare of children;⁷
- 26 3. Who is listed on the state's abuse of vulnerable persons registry maintained by the Department
27 of Health, *or on a similar registry in another jurisdiction;*⁷
- 28 4. Who does not present a physician's certificate showing a satisfactory health record or has any
29 contagious or communicable disease in such form that might endanger the health of school
30 children;⁸
- 31 5. Who refuses to take and subscribe to an oath to support the Constitution of the State of
32 Tennessee and of the United States of America;⁹

- 1 6. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from
- 2 employment for cause; or
- 3 7. Who does not receive a satisfactory background check.¹⁰

4 *Support Employees*

5 No person shall be employed:

- 6 1. Who has any contagious or communicable disease in such form that might endanger the health
- 7 of school children;⁸
- 8 2. Who has been identified by the Department of Children's Services as a perpetrator of child
- 9 abuse, severe child abuse, child sexual abuse, or child neglect or who poses an immediate threat
- 10 to the health, safety, or welfare of children;⁷
- 11 3. Who is listed on the state's abuse of vulnerable persons registry maintained by the Department
- 12 of Health, *or on a similar registry in another jurisdiction*;⁷
- 13 4. Who has not complied with the Immigration Reform and Control Act of 1986;¹¹
- 14 5. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from
- 15 employment for cause; or
- 16 6. Who does not receive a satisfactory background check.¹⁰

17 **EMPLOYMENT**

18 After checking references and receiving written recommendations, the Superintendent of Schools shall

19 hire and assign qualified applicants.

20 *Initial Employment for Professional Employees*

21 The Superintendent of Schools shall notify such person, in writing, of the offer and conditions of

22 employment. Upon receipt of employment notification, such person shall respond within the timeline

23 established by state law.¹² From the date of the written acceptance, such person is considered to be

24 under employment with the district and is subject to all rights, privileges, and duties.

Legal References

1. TCA 49-5-406
2. State Board of Education Policy 5.501
3. TCA 49-5-406(a)(2)(A)
4. TCA 49-5-413(c)
5. TCA 49-2-131
6. TCA 49-5-403; TCA 49-5-101; TCA 49-5-106
7. TCA 49-5-413(e); *Public Acts of 2023, Chapter No. 222*
8. TCA 49-5-404
9. TCA 49-5-405
10. TCA 49-5-413(a), (f)
11. Immigration Reform and Control Act of 1986; Pub. L. No. 99-603, 100 Stat. 3359, 8 USCA § 1101 *et seq.*
12. TCA 49-5-406(b)

Cross References

Orientation and Probation 5.107
Compensation Guides & Contracts 5.110
Recommendations and File Transfers 5.203
Qualifications and Duties of the Superintendent of Schools 5.802

Williamson County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Employment of Retirees	Descriptor Code: 5.119	Issued Date: 09/19/22
		Rescinds:	Issued:

1 *General*

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

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

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

9 ~~**EMPLOYMENT CONTRACTS FOR ONE YEAR**~~

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

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

29

30 ~~**ADDITIONAL EMPLOYMENT OPTION FOR RETIREES¹**~~

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

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

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

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

GENERAL EMPLOYMENT CONTRACTS

The Superintendent of Schools may employ retired teachers. Retirement benefits will not be lost or suspended under certain conditions which include, but are not limited to, the following:²

- 1. The retired teacher shall hold a valid license and shall not be entitled to tenure status;*
- 2. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or receive medical insurance coverage; and*
- 3. The salary paid to the retired teacher shall not be less than the rate of compensation set by the Board for teachers with no experience filling similar positions or more than eighty-five percent (85%) of the rate of compensation set by the Board for teachers with comparable training and years of experience filling similar positions.*

Legal References

1. TCA 8-36-805; *Public Acts of 2023, Chapter No. 425*
2. TCA 8-36-821; *Public Acts of 2023, Chapter No. 425*

Cross References

Application and Employment 5.106
Substitute Teachers 5.701

Williamson County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Sick Leave Bank - Teacher	Descriptor Code: 5.3021	Issued Date: 08/21/17
		Rescinds: 5.3021	Issued: 02/20/17

1 *Purpose¹*

2 The purpose of the Teacher Sick Leave Bank is to provide sick leave to contributors to the Bank in the
3 event of a disabling illness/injury and provided their available sick leave or any other applicable paid
4 leave has been exhausted. For the purpose of this policy, “Teacher” means all persons entitled to sick
5 leave under T.C.A. § 49-5-710.

6 **TEACHER SICK LEAVE BANK TRUSTEES**

7 The Teacher Sick Leave Bank shall be administered by a Committee of Trustees in accordance with the
8 provisions and procedures outlined below. The Trustees will be composed of five (5) members – two (2)
9 appointed by the School Board and two (2) appointed by the PECCA-recognized professional
10 employee’s organization -- and the Superintendent, who shall chair the Trustees. Trustees appointed by
11 the association must be licensed employees of Williamson County Schools. Trustees appointed by the
12 School Board must come from the membership of the School Board. The Trustees shall be appointed in
13 compliance with state law.

14 **PROVISIONS**

- 15 1. Membership in the Teacher Sick Leave Bank is limited to those individuals who are licensed
16 full or part-time employees. Interim teachers and substitute teachers are not eligible for
17 membership.
18
- 19 2. Eligible employees may join the Teacher Sick Leave Bank by donating two (2) sick leave days.
20 The Trustees may assess additional day(s) as they deem advisable.
21
- 22 3. ~~Sick Leave Bank days may be granted only for instances of disabling illness or injury of the~~
23 ~~individual member.~~ *An employee who is a member of the sick leave bank may request an*
24 *allotment of days (for the employee's personal illness or on account of an illness of his/her*
25 *minor child) in the manner designated by the trustees. The need for these days shall be*
26 *verified by a statement from a physician.²*
27
- 28 4. Licensed employees may enroll during August, September, and October of every year, and
29 shall be enrolled without regard to pre-existing conditions of health if they are on active duty
30 (on the job) at the time of contribution. New employees may contribute within the first thirty
31 (30) calendar days after their effective dates of employment or at the beginning of the new
32 enrollment period.
33

- 1 5. ~~All donations to the Bank are "final" and may not be returned to the donor unless the Bank is~~
2 ~~dissolved.~~ *Donations of sick leave to the bank are nonrefundable and nontransferable.*
3
- 4 6. Teachers shall receive benefits from the Bank for their contracted period of employment. No
5 benefits shall be paid for those days when an employee would not normally be in pay status.
6
- 7 7. The form and manner of application for use of leave from the Bank shall be prescribed by the
8 Trustees. The Trustees shall act either affirmatively or negatively on all applications within ten
9 (10) school days of receipt by the Human Resources office of the application. Leave grants
10 from the Bank, approved by the Trustees, shall not be more than twenty (20) consecutive days
11 for which the individual applicant would otherwise lose pay. Applicants may submit requests
12 for extensions of such leave grants before or after their prior grants expire. The maximum
13 number of days any participant may receive in any fiscal year is sixty (60). The maximum
14 number of days any participant may receive as a result of any one illness or recurring diagnosed
15 illness, or accident is ninety (90). The maximum number of days any participant may receive
16 while an employee of Williamson County Schools is one hundred eighty (180) days.
17
- 18 8. In the event a member is physically or mentally unable to make a request to the Sick Leave
19 Bank for use of sick leave days, a family member or agent may file the request.
20
- 21 9. All records of the Sick Leave Bank shall be kept in or by the Payroll and Human Resources
22 Departments. The Trustees shall inform the Human Resources Department of all applications
23 they approve, and the amount of additional leave granted the member.
24
- 25 10. If the Trustees determine it is necessary, they may require a physician's statement of condition
26 from any member requesting additional leave. Refusal to comply will result in the denial of the
27 pending request for use of sick leave days from the Bank.
28
- 29 11. Sick leave granted to a member from the Bank need not be repaid by the individual except as
30 all members are uniformly assessed.
31
- 32 12. Any employee who has been terminated, non-renewed or has resigned is not eligible to receive
33 leave from the Sick Bank.
34

35 *13. The sick leave bank shall be operated in accordance with state law.*
36

37 **PROCEDURES**

- 38 1. Contributions to the Bank must be made on the form prescribed by the Trustees.
39
- 40 2. Each member must sign an enrollment form stating that they are aware of the provisions of the
41 Bank and relieving the Board of Education and the PECCA-recognized professional
42 employee's organization from any liability as a result of action by the Trustees. The form will
43 be forwarded to the Human Resources Department.
44

- 1 3. Any recommendation for approval to draw from the Bank must have the support of at least
2 three (3) Trustees. The decision of the Sick Leave Bank Trustees shall be final.
3
- 4 4. Any individual submitting a request to draw from the Bank must have made a proper
5 contribution to the Bank prior to the disabling illness or injury upon which the request is made.
6
- 7 5. Members of the Sick Leave Bank shall be eligible to make an application to the Bank for sick
8 leave only after having been a member of the Bank for thirty (30) calendar days. A participant
9 shall not receive any sick leave from the Bank until after having exhausted all accumulated
10 sick, personal, inclement weather, and annual leave, including all paid board extensions. The
11 Trustees may establish regulations restricting the number of days which may be withdrawn
12 from the Bank by one (1) member on account of one (1) illness, particularly any known illness
13 existing at the time the teacher elected to participate in the Bank. Grants of sick leave from the
14 Bank shall not be made to any member on account of any elective surgery, or illness of any
15 member of the participant's family, or during any period the member is receiving disability
16 benefits from social security, the state teachers' retirement plan, or under the Workers'
17 Compensation Law. An employee who has been terminated or non-renewed or has resigned is
18 not eligible to receive sick leave from the Bank.
19
- 20 6. All requests to draw from the Bank must be made on the approved form and submitted to the
21 Human Resources Department within thirty (30) calendar days of the first date Bank usage is
22 requested, or as soon thereafter as the employee is physically or mentally able to do so. The
23 request may be made for the employee by their next of kin if the employee is unable to
24 physically or mentally complete the form. The Trustees will approve or deny the request within
25 ten (10) workdays after receipt and notify the individual of either the approval or denial of the
26 request. Notice will only be made to the Payroll Department of approved actions. The Payroll
27 Department will take no action in anticipation of the approval during the period of processing,
28 and payments will be started on the next regularly scheduled payroll for the individual.
29
- 30 7. All requests to draw from the Bank must be accompanied by a physician's statement on the
31 approved form confirming the cause of the illness or injury, signed by the physician.
32
- 33 8. An applicant may be required to undergo at Board expense a medical review by a physician
34 approved by the Trustees.
35
- 36 9. Application forms for the Bank may be obtained online or through the Board at each work
37 location or the PECCA-recognized office of the professional employee's organization.
38
- 39 10. The Human Resources Department shall maintain the records of all contributions, withdrawals,
40 and the status of the Bank. Records of the Bank will be subject to audit by the Trustees. The
41 Bank may only allocate the days on deposit at the time of a request, not to exceed the above
42 stated individual maximums.
43
- 44 11. If a member does not use all days advanced from the Bank, the unused days will be returned to
45 the Bank.
46

- 1 12. All days collectively contributed to the Bank, and not used in any one fiscal year, shall be
2 carried over to the next fiscal year.
3
- 4 13. By written notice to the Human Resources Department a member may withdraw from the Bank
5 participation on any June 30. Membership withdrawal results in forfeiture of all days
6 contributed.
7
- 8 14. The Trustees shall provide for rules and regulations consistent with the provisions of the
9 statute. These rules and regulations shall be filed with the Office of the Commissioner of
10 Education and the local school system within sixty (60) days of authorized establishment of the
11 Bank pursuant to T.C.A. § 49-5-803 and shall be available for public inspection during regular
12 office hours.

Legal References

1. TCA 49-5-801 *et seq.*
2. *Public Acts of 2023, Chapter No. 151*

Cross References

- Family and Medical Leave 5.305
Physical Assault Leave 5.307

Williamson County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Family and Medical Leave	Descriptor Code: 5.305	Issued Date: 09/21/20
		Rescinds:	Issued:

1 ELIGIBILITY

2 Anyone who has been employed for at least twelve (12) months by the school district and anyone who
3 has at least 1,250 hours of service (hours used for leave, even FMLA leave, shall not be credited for
4 service for purposes of FMLA eligibility¹) during the previous twelve (12) month period shall be eligible
5 to use FMLA leave.²

6 GENERAL PRINCIPLES

7 An eligible employee shall be granted, upon request, up to twelve (12) weeks unpaid leave during a
8 calendar year for the following reasons:

- 9 1. The birth of a child;
- 10 11 2. The placement of a child with the employee for adoption or foster care;
- 12 13 3. A serious health condition of the employee that makes the employee unable to perform the
14 essential functions of his/her job position;
- 15 16 4. The care of a spouse, child, or parent of the employee who has a serious health condition; and
17
- 18 19 5. Any qualifying circumstances arising out of the fact that a spouse, child, or parent of the
20 employee is on covered active duty or has been notified of an impending call or order to
covered active duty in the Armed Forces.

21 The granting of leave under this policy shall be subject to, and in accordance with, the provisions of
22 applicable federal and state laws. An employee may substitute accrued paid leave for unpaid time. Use
23 of accrued paid leave shall run concurrently with and be counted toward the employee's total period of
24 FMLA leave.

25 MATERNITY/PATERNITY LEAVE

- 26 1. *Relationship between FMLA leave and Tennessee Maternity Leave Act*- FMLA leave shall run
27 concurrently with leave provided under the Tennessee Maternity Act, which affords eligible
28 employees leave for a period not to exceed four (4) months for the adoption, pregnancy,
29 childbirth, and nursing of a newborn child.³
- 30 31 2. *Teachers' Leave*- In accordance with state law, any teacher who goes on maternity or paternity
32 leave shall be allowed to use all or a portion of the teacher's accumulated sick or annual leave for

1 maternity leave purposes. In order to be eligible to use sick leave, written request by the teacher
2 accompanied by a statement from the teacher's physician verifying the medically necessary time
3 period shall be submitted. Upon verification by a written statement from an adoption agency or
4 other entity handling an adoption, a teacher may also be allowed to use accumulated leave for
5 adoption of a child. ~~If both adoptive parents are teachers employed by the district, however, only~~
6 ~~one (1) parent is entitled to use such leave.~~⁴
7

- 8 3. Spouses who are both eligible employees of the school district are limited to a combined total of
9 twelve (12) workweeks of FMLA leave in a single twelve (12) month period if the leave is taken
10 for the birth and care of a newborn child, for the placement of a child with the employee for
11 adoption or foster care, or to care for a parent who has a serious health condition. Under certain
12 circumstances, spouses who share leave for the birth or adoption of a child may be eligible for
13 limited amounts of additional leave for other qualifying FMLA reasons.⁵
14

- 15 4. *Paid Parental Leave – Under state law, an additional six (6) work weeks of paid leave is*
16 *available to eligible employees after a birth, stillbirth, or adoption of a newly placed minor*
17 *child. An eligible employee taking leave under this provision shall not be required to utilize*
18 *any other type of accrued leave during this period. Eligible employees include teachers,*
19 *principals, supervisors, or other individuals required by law to hold a valid license of*
20 *qualification for employment who have been employed with a school district full time for at*
21 *least twelve (12) consecutive months.*
22

23 *Employees shall provide notice to the school district thirty (30) days prior to the intended use*
24 *of the leave. If the employee learns about the need for leave less than thirty (30) days in*
25 *advance, the employee shall give notice as soon as reasonably possible in order to be eligible*
26 *for the paid leave. This paid leave does not need to be taken consecutively; however, the paid*
27 *leave shall be used within twelve (12) months of the qualifying event. The leave shall run*
28 *concurrently with FMLA leave.*⁶

29 LEAVE FOR A SERIOUS HEALTH CONDITION⁷

30 Eligible employees, upon request, shall be granted up to twelve (12) weeks of unpaid leave when he/she
31 is unable to work because of a serious health condition or to care for a spouse, child, or parent with a
32 serious health condition. The granting of such leave shall be subject to the provisions of applicable
33 federal and state laws. Employees shall contact Human Resources to determine if the reason for leave
34 qualifies as FMLA leave. If the leave is foreseeable, the employee shall give thirty (30) days' notice. If
35 the leave is not foreseeable, the employee shall notify Human Resources as soon as practicable,
36 generally, either the same or the next business day.

37 LEAVE FOR MILITARY FAMILY MEMBERS

- 38 1. *Qualifying Exigency Leave*⁸ - Eligible employees are entitled to up to twelve (12) workweeks
39 of leave because of any "qualifying exigency" arising out of the fact that the spouse, son,
40 daughter, or parent of the employee, as defined under the FMLA, is on active duty, or has been
41 notified of an impending call to active duty, or has been notified of an impended call to active
42 duty status in the Armed Forces. Qualifying exigencies may include:
43

- a. Issues arising from the service member's short notice deployment;
- b. Military events and related activities (e.g. official ceremonies, support programs);
- c. Making or updating financial and legal arrangements;
- d. Attending counseling;
- e. Taking up to fifteen (15) days leave to spend time with a covered service member who is on short-term rest and recuperation leave during deployment; or
- f. Attending post-deployment activities.

2. *Military Caregiver Leave*⁹ - An eligible employee who is the spouse, son, daughter, parent, or next of kin of a covered service member or covered veteran with a serious injury or illness is entitled to up to twenty-six (26) workweeks of leave in a "single twelve (12) month period." A covered service member is a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in out-patient status, or is otherwise on the temporary disability retired list for a serious injury or illness.

A covered veteran is an individual who was a member of the Armed Forces at any time during the period of five (5) years preceding the date of the medical treatment, recuperation, or therapy that has a serious injury or illness and who is currently receiving medical treatment, recuperation, or therapy.

The "single twelve (12) month period" for military caregiver leave begins on the first day the employee takes leave for this reason and ends twelve (12) months later. An eligible employee is limited to a combined total of twenty-six (26) workweeks of leave to provide care for a covered service member. The maximum of twenty-six (26) workweeks may include no more than twelve (12) workweeks of leave that is taken for the birth and care of a newborn child, for the placement of a child for adoption or foster care, for care of a parent who has a serious health condition, or for the employee's own serious health condition.

INTERMITTENT LEAVE¹⁰

Eligible employees may take FMLA leave intermittently when medically necessary to care for a seriously ill family member or because of the employee's own serious health condition. When a licensed employee requests foreseeable leave for planned medical treatment and the employee would be on leave for greater than twenty percent (20%) of the total number of working days in the period during which the leave would extend, the school district may require that such employee elect either to take the leave for periods of a particular duration, not to exceed the duration of the planned medical treatment, or to transfer temporarily to an available alternative position offered by the school district for which the employee is qualified and that has equivalent pay and benefits and better accommodates recurring periods of leave.

RESTRICTIONS

1. Notice Requirements

- a. *Employee Notice*¹¹- For foreseeable leave, the employee shall provide the Superintendent of Schools/designee with at least thirty (30) days written notice before

1 the beginning of the anticipated leave.

- 2
- 3 b. *District Notice*- Once it has been established that the leave requested qualifies for
- 4 FMLA, the Superintendent of Schools/designee shall notify the employee within five
- 5 (5) business days (absent extenuating circumstances) that any leave taken pursuant to
- 6 state leave statutes (paid vacation leave, personal leave, sick leave, or workers'
- 7 compensation) shall run concurrently with FMLA leave.¹² The notice may be given
- 8 orally or in writing. If the notice is oral, it shall be confirmed in writing, no later than
- 9 the following pay day.¹³

10 2. Certification Requirement¹⁴

- 11
- 12 a. The Superintendent of Schools/designee may require that a request for leave be
- 13 supported by certification issued by a health care provider with the following
- 14 information:
- 15
- 16 i. The date on which the serious health condition commenced;
- 17 ii. The probable duration of the condition;
- 18 iii. The appropriate medical facts within the knowledge of the health care provider
- 19 regarding the condition; and
- 20 iv. A statement that the eligible employee is needed to care for the son, daughter,
- 21 spouse, or parent and an estimate of the amount of time that such employee is
- 22 needed.
- 23
- 24 b. If there is any reason to doubt the validity of the certification provided, the
- 25 Superintendent of Schools may require, at the expense of the school district, an opinion
- 26 of a second health care provider.
- 27

28 3. Period Near the End of an Academic Term (Professional Employees)¹⁵

- 29
- 30 a. If leave is taken more than five (5) weeks prior to the end of the term, the
- 31 Superintendent of Schools may require the employee to continue taking leave until the
- 32 end of the term if the leave is at least three (3) weeks of duration and the return of
- 33 employment would occur during the three (3) week period before the end of the term.
- 34
- 35 b. If the leave is taken five (5) weeks prior to the end of the term, the Superintendent of
- 36 Schools may require the employee to continue taking leave until the end of the term if the
- 37 leave is greater than two (2) weeks duration and the return to employment would occur
- 38 during the two (2) week period before the end of the term.

39 **REQUIREMENTS OF THE BOARD¹⁶**

- 40 1. The employee shall be restored to the same position of employment or an equivalent position
- 41 with no loss of benefits, pay, or other terms of employment.
- 42 2. The employee shall be kept under any group health plan for the duration of the leave.

- 1 3. The Board may recover the premium paid under the following conditions:
 2
 3 a. The employee fails to return from leave after the period of leave has expired; and
 4
 5 b. The employee fails to return to work for a reason other than the continuation,
 6 recurrence, or onset of a serious health condition or other circumstances beyond the
 7 control of the employee.

 Legal References

1. *Hinson v. Tecumseh Products Co.*, 2000 U.S. App. LEXIS 26778, at *1—10 (6th Cir. Oct. 17, 2000)
2. Federal Family and Medical Leave Act of 1993, 29 USCA § 2601, 2611—2619
3. TCA 49-5-702; TCA 4-21-408
4. TCA 49-5-710(a)(2); TCA 8-50-802(a)(4); ~~Public Acts of 2019, Chapter No. 248~~
5. 29 CFR § 825.120(a)(3)
6. *Public Acts of 2023, Chapter No. 399*
7. *29 CFR § 825.113*
8. *29 CFR § 825.126*
9. *29 CFR § 825.124; 29 CFR § 825.127*
10. *29 CFR § 825.202*
11. *29 CFR § 825.302-825.304*
12. *29 CFR § 825.207*
13. *OP Tenn. Atty Gen 94-006 (Jan 13, 1994); Plant v. Morton International, Inc.*, 212 F. 3d 929, 932 (6th Cir. 2000)
14. *29 CFR § 825.305-825.313*
15. *29 CFR § 825.602*
16. *29 USCA § 2614*

 Cross References

- Sick Leave - Teacher 5.302
 Sick Leave – Classified 5.3022

Williamson County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Physical Assault Leave	Descriptor Code: 5.307	Issued Date: 06/06/14
		Rescinds: 5.307	Issued: 09/17/01

1 The Board will not tolerate physical assaults on any school personnel or Board member during their job
2 performance at school or on duty for school activities away from school. Any such assaults should be
3 reported to local law enforcement authorities by the individual and/or school principal, with charges filed
4 as appropriate.

5 *A teacher who is absent from assigned duties as a result of personal injury caused by physical assault*
6 *or other violent criminal acts committed in the course of the teacher's employment duties shall receive*
7 *his/her full salary and full benefits until the teacher is released by his/her physician to return to work*
8 *or his/her physician determines the teacher is permanently unable to return to work. If the teacher*
9 *receives workers' compensation or other similar benefits, the Board shall pay the difference between*
10 *that amount and the teacher's full salary.¹*

11 *A signed statement listing the cause of the absence shall be provided by the employee on forms*
12 *furnished by the Superintendent of Schools and shall promptly be given to the immediate supervisor*
13 *in support of all claims. A certificate from the physician on forms furnished by the Superintendent of*
14 *Schools may also be required to verify the extent of the injury.²*

15 ~~The Board will, through its attorney, assist the assaulted employee as to his/her rights as a result of the~~
16 ~~assault, including, but not limited to, filing reports with the appropriate law enforcement personnel and~~
17 ~~judicial authorities.~~

18 ~~Whenever such an assault occurs, the person(s) committing such an assault will be personally notified~~
19 ~~that he/she shall be suspended from the regular school program and banned from attendance at any/all~~
20 ~~Williamson County School sponsored events for one full calendar year, unless modified by the~~
21 ~~Superintendent of Schools. Any violation of such a ban will be considered by the Board as an illegal~~
22 ~~trespass and the Board's designated representatives shall notify the appropriate law enforcement~~
23 ~~agency and request the removal of that person from school sponsored events for the period of time in~~
24 ~~question.~~

25 ~~It is further the policy of this Board to support and assist any employee who is assaulted in prosecuting~~
26 ~~any person committing an assault and to encourage the court hearing the case to ban the defendant~~
27 ~~from school-sponsored activities for a time the court deems appropriate as a part of the sentence if~~
28 ~~there is a finding of guilty.~~

Legal References

1. TCA 49-5-714; *Public Acts of 2023, Chapter No. 343*
2. *TRR/MS 0520-01-02-.04(4)(b)*

Cross References

Worker's Compensation 3.602
Sick Leave - Teacher 5.302

Williamson County Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Staff Rights & Responsibilities	Descriptor Code: 5.601	Issued Date:
		Rescinds:	Issued:

1 In fulfilling any rights and responsibilities, employees shall give proper consideration to the
2 educational welfare of students and ensure that no conflict exists with their duties.

3 Each staff member has the right to a work environment free from sexual, racial, ethnic, and religious
4 discrimination/harassment.¹

5 Educators have the right to:²

6
7 1. Be treated with civility and respect as well as having his/her professional judgement and
8 discretion respected;

9
10 ~~2. Have their professional judgment and discretion respected;~~

11
12 3. Report any errant, offensive, or abusive content or behavior of a student to the principal and/or
13 appropriate agencies;

14
15 4. Provide students with a safe environment;

16
17 5. Defend themselves and their students from physical violence or harm;³

18
19 6. Share information regarding a student's educational experience, health, or safety with the
20 student's parent(s)/guardian(s) unless otherwise prohibited;⁴

21
22 7. Review all instructional material or curriculum before being utilized by students;

23
24 8. Not be required to use his/her personal money to appropriately equip a classroom;

25
26 9. Report students who commit offenses of assault and battery or vandalism on school property
27 endangering the life, health, or safety of others pursuant to state law;⁵ and

28
29 10. Receive benefits in accordance with state law if the educator is a teacher who is on leave due to
30 a physical assault or other violent criminal act committed during the course of employment.⁶

31 Each staff member has the responsibility to:

32 1. Make themselves familiar with and abide by the laws of the state, the policies of the Board, and
33 the procedures designed to implement them;

- 1 2. To adhere to the Teacher Code of Ethics, to the extent applicable;⁷
- 2 3. Exercise good judgment in selecting issues for discussion and balance the relative maturity of
- 3 students and the students' right to know;
- 4 4. Be courteous and helpful in interacting and responding to parent(s)/guardian(s), visitors, and
- 5 members of the public;
- 6 5. Keep all records and prepare and submit promptly all reports that may be required by state law,
- 7 State Board of Education rules and regulations, board policy, and administrative procedures; and
- 8 6. Wear appropriate dress for work according to local school rules.

Legal References

1. 42 USCA § 2000e-2(a), (b); TCA 49-6-8004
2. TCA 49-5-209; Public Acts of 2023, Chapter No. 153
3. TCA 49-6-2802
4. 20 USCA § 1232g
5. TCA 49-6-4301
6. TCA 49-5-714
7. TCA 49-5-1001 *et seq.*

Cross References

Curriculum Development 4.200
Inclusion of Religious Content in Instruction, Instructional
Materials, and Curriculum 4.804
Ethical Practices for Teachers 5.611

Williamson County Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Zero Tolerance: Drugs, Drug Paraphernalia, Alcohol, Weapons, and Assault	Descriptor Code: 6.309	Issued Date: 06/20/22
		Rescinds: 6.309	Issued: 11/18/19

1 **ZERO TOLERANCE OFFENSES¹**

2 State law and/or the Williamson County Board of Education has classified certain offenses as requiring
 3 a mandatory one calendar year suspension upon a determination by the principal that a student has
 4 committed one of these offenses commonly referred to as zero tolerance offenses. The following are
 5 offenses that automatically result in a suspension of one calendar year, except as otherwise prohibited
 6 by federal law for students with disabilities. On a case-by-case basis the Superintendent of Schools
 7 may modify the one-year suspension for:

- 8 1. **DRUGS.**³ Students shall not unlawfully possess, handle, transmit, use, be under the influence
 9 of, share, or sell drugs or any controlled substances in any way in school buildings, on school
 10 grounds, or on other grounds used for school purposes, (including parking lots or athletic
 11 facilities), on school buses, or at any school sponsored activity. “Drug” means any controlled
 12 substance, marijuana, legend drug or any other substance whose possession or use is regulated
 13 in any manner by any governmental authority. Exception: Use of tobacco products is not a zero
 14 tolerance offense. See policy 1.803 (Tobacco-Free Schools).
 15
- 16 2. **DRUG PARAPHERNALIA.**³ Students shall not possess, handle, transmit, use, share or sell
 17 drug paraphernalia in any way in school buildings, on school grounds, or on other grounds used
 18 for school purposes (including parking lots or athletic facilities), on school buses, or at any
 19 school sponsored activity. For purposes of this policy, “drug paraphernalia” shall be as defined
 20 in T.C.A.§49-6-4202(3).
 21
- 22 3. **ALCOHOL.** Students shall not possess, handle, transmit, use, be under the influence of, share
 23 or sell alcohol in school buildings, on school grounds, or other grounds used for school
 24 purposes (including parking lots or athletic facilities), school buses or at any school sponsored
 25 activity.
 26
- 27 4. **WEAPONS.**² Students shall not possess, handle, transmit, use or attempt to use firearms or any
 28 dangerous weapon in school buildings or on school grounds, or on any grounds used for school
 29 purposes at any time, or in school vehicles and/or buses or off the school grounds at a school-
 30 sponsored activity, function or event.
 31
- 32 5. **ASSAULT.**⁵ Students shall not physically assault or verbally threaten to assault any school
 33 employee or school resource officer while on a school bus, on school property, or on other
 34 grounds used for school purposes, or while attending any school activity or event.
 35

1 **6. THREATS OF SCHOOL-RELATED MASS VIOLENCE.**⁶ *Students shall not, by any means*
2 *of communication, threaten to commit an act of mass violence on school property or at a*
3 *school-related activity. “Mass violence” means any act which a reasonable person would*
4 *conclude could lead to the serious bodily injury or the death of two (2) or more persons.*
5 *“Means of communication” means direct and indirect verbal, written, or electronic*
6 *communications, including graffiti, pictures, diagrams, telephone calls, voice over internet*
7 *protocol calls, video messages, voice mails, electronic mail, social media posts, instant*
8 *messages, chat group posts, text messages, and any other recognized means of conveying*
9 *information. “School property” means any school building or bus, school campus, grounds,*
10 *recreational area, athletic field, or other property owned, used, or operated by any local*
11 *education agency, private school board of trustees, or directors for the administration of any*
12 *school.*

13 **REASONED JUDGEMENT OFFENSES**

14 State law and the WCBOE have identified other zero tolerance offenses that, depending on the
15 individual circumstances, may warrant “reasoned” judgment by the principal in assigning punishment.
16 These offenses may result in suspensions ranging from twenty (20) days to one calendar year based
17 upon the circumstances and other factors in each case.

- 18 1. **ASSAULT.**⁵ Students shall not physically assault or verbally threaten to assault a student,
19 school volunteer or any school visitor while on a school bus, on school property, or on other
20 grounds used for school purposes, or while attending any school activity or event.
21
- 22 2. **POSSESSION OF WEAPONS OTHER THAN FIREARMS.**² State law allows the school
23 administrator to use ‘reasoned’ judgment when determining the punishment for the possession,
24 use, handling and/or transmission of items that may be classified as weapons other than
25 firearms. The definition of a weapon is a broad one since any object that could be used to inflict
26 harm or injury to another falls into that category. In determining punishment, the principal will
27 consider the object determined to be the weapon, the circumstances surrounding the incident,
28 and the intent of the student charged with the weapons offense when making his decision. The
29 principal may assign punishment, including suspension, based on these considerations of up to
30 one calendar year.
31
- 32 3. **OTHER INSTRUMENTS AND SUBSTANCES.** Students are further forbidden to be in
33 possession of or use any instruments or substances, including but not limited to nonprescription
34 drugs, chemicals, inhalants, pencils, scissors, razors or compasses, with the intent to do harm to
35 self or others or in a manner which renders the item dangerous in school buildings or on school
36 grounds, or on any grounds used for school purposes at any time, or in school vehicles and/or
37 buses or off the school grounds at a school-sponsored activity, function or event.

38 **NOTE:** Graduating Seniors who commit a “reasoned” judgment offense that occurs with fewer than 30
39 school days remaining in the school year shall be allowed to perform community service in the school,
40 (five (5) hours equals one day), to be completed before August 1, to fulfill any remaining unserved
41 suspension days.

1 ADMINISTRATIVE PROCESSING

- 2 1. If an investigation indicates that a student may have violated this policy, the principal of the
3 school shall notify the student's parent or guardian and the appropriate law enforcement
4 officials as required by law.⁸
5
- 6 2. The principal shall recommend placement in the Alternative Learning Center.⁷
7
- 8 3. The principal shall notify the appropriate local law enforcement agency.
9
- 10 4. All contraband shall be given to the local law enforcement agency.
- 11 5. Hearing: the student and parent have access to an administrative hearing under the provisions
12 of Section IV below. During the suspension period, the student shall not be permitted to attend
13 or participate in extra-curricular activities.

14 APPEAL

- 15 1. Within five (5) days of the date of the suspension an appeal must be requested in writing.
16
- 17 2. The Disciplinary Hearing Authority shall consist of three county administrators named by the
18 Superintendent of Schools or designee from among the following: Directors or any Secondary
19 School Principal. The student's principal will not be a member of the hearing authority. The
20 Disciplinary Hearing Authority must include the Student Support Services Director and/or
21 designee if the student has been verified as having a disabling condition. The Superintendent of
22 Schools or designee will serve as the non-voting chairman of the hearing authority and will be
23 responsible for scheduling the hearing, conducting the hearing, and preparing the written
24 findings of the Disciplinary Hearing Authority.
25
- 26 3. The hearing shall be held no later than ten (10) days after the beginning of the suspension. The
27 notice of the time and place of this hearing shall be given in writing to the parent and Principal
28 or assistant principal by the Superintendent of Schools or designee.
29
- 30 4. After the hearing, the Disciplinary Hearing Authority may:
31 a. Affirm the decision of the principal;
32 b. Order removal of the suspension/expulsion unconditionally;
33 c. Order removal of the suspension/expulsion upon such terms and conditions as it deems
34 reasonable within the policies of the Board and State law;
35 d. Recommend the student to the Alternative Learning Center;⁷ or
36 e. Suspend/expel the student from any school or assign to ALC for a specified period of
37 time.
38
- 39 5. A written record of the proceedings, including a summary of the facts and the reasons
40 supporting the decision, shall be made by the Disciplinary Hearing Authority.
41

1 6. Only after exhausting appeal procedures, the principal or the student (or his parents) may
 2 request review by the Board of Education. The appeal to the Board must be presented to the
 3 Superintendent of Schools in writing within five (5) days after the date of the Disciplinary
 4 Hearing Authority hearing. Absent a timely appeal, the decision shall be final.

5
 6 7. After a review of the record, the Board may:

7 a. Affirm the decision of the hearing authority,

8 b. Modify the decision to a lesser penalty, or

9 c. Grant or deny a hearing before the Board of Education. If a hearing is granted, the
 10 Board may:

11 i. Affirm the decision of the hearing authority, or

12 ii. Modify the decision in any manner, including imposing a lesser or more severe
 13 penalty than that of the hearing authority.

14 The action of the Board of Education shall be final.

15 Note: Notwithstanding anything herein to the contrary, if the student is determined to have knowingly
 16 violated the zero tolerance prohibition against weapons, drugs, drug paraphernalia, alcohol, or assault
 17 on a school employee or School Resource Officer and has been given fair due process procedures, only
 18 the Superintendent of Schools may modify the one calendar year suspension from school.

19 **NOTICE**

20 The principal shall post a summary of this policy and related school discipline procedures within the
 21 school, include it in the school's student handbook and refer parents to the Williamson County
 22 Schools' on-line handbook.

Legal References

1. TCA 49-6-3401(g)
2. 18 USCA § 921(a)(3); 20 USCA § 7961
3. TCA 39-17-454; TCA 53-10-101
4. TCA 39-13-102
5. TCA 39-13-101(a)(1)
6. *TCA 39-16-517; Public Acts of 2023, Chapter No. 299*
7. *TCA 49-6-3401(g)(2); TCA 49-6-3402*
8. *TCA 49-6-4209; TCA 39-17-1312; 20 USCA § 7961(h)(1)*

Cross References

- Code of Conduct 6.300
- Drug-Free Schools 6.307
- Student Suspension/Expulsion 6.316
- Alternative Education 6.319
- Safe Relocation of Students 6.4081

Williamson County Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Alternative Education	Descriptor Code: 6.319	Issued Date:
		Rescinds:	Issued:

1 *General*¹

2 The Board shall operate an alternative school and/or program for students in grades seven through
3 twelve (7-12) who have been suspended or expelled from the regular school program.

4 An alternative school is a short-term intervention program designed to provide educational services
5 outside the regular school program for students who have been suspended or expelled. The alternative
6 school is located in a separate facility from the regular school program.

7 An alternative program is a short-term intervention program designed to provide educational services
8 outside the regular school program for students who have been suspended or expelled. Alternative
9 programs may be located within the regular school or be a self-contained program within a school.
10 Alternative programs shall include, but are not limited to, the following: in-school suspension.

11 The alternative school and/or program shall be operated in accordance with state laws and the rules of
12 the State Board of Education, and instruction shall proceed as nearly as practicable in accordance with
13 the instructional program at the student's regular school. The Superintendent of Schools shall develop
14 procedures that provide appropriate educational opportunities for all students assigned to the
15 alternative school or program. These educational opportunities shall adhere to Tennessee's academic
16 standards.²

17 **ASSIGNMENT**

18 Students who have been suspended for more than ten (10) days or expelled shall be assigned to the
19 alternative school or program if there is staff and space available.³ Availability of staff and space shall
20 be determined at the time the disciplinary decision is rendered. The Superintendent of Schools/designee
21 shall make this determination by evaluating factors including, but not limited to, the following:

- 22 1. Level of supervision available;
23
24 2. Safety considerations; and
25
26 3. Type of infraction.

27 The Superintendent of Schools/designee is not required to assign a student to the alternative school or
28 program if the student committed one of the following:

- 29 1. A zero tolerance offense;⁴ or
30

- 1 2. An offense of violence or threatened violence, or an offense that threatened the safety of other
2 students at the school if the location of the alternative school or program is on the same grounds
3 as the school from which the student was disciplined or assigning the student to that location
4 would endanger the safety of the students or staff.⁵

5 Consideration to assign these students to the alternative school or program will be determined by the
6 Superintendent of Schools/designee on a case-by-case basis.

7 Prior to the assignment of the student to the alternative school or program, the Superintendent of
8 Schools/designee shall provide written notice to the student's parent/guardian stating the reason for the
9 student's placement.⁶

10 Placement in an alternative education setting shall be reserved for students who significantly disrupt
11 the educational process. If a student has an active Individualized Education Plan, a 504 plan, or is
12 suspected of having a disability, all state and federal laws and rules and regulations related to special
13 education shall be followed. The Superintendent of Schools/designee shall develop procedures
14 regarding placement of students in the program, taking into consideration the impact of exclusionary
15 discipline practices.⁷

16 The Superintendent of Schools/designee shall monitor and regularly evaluate the academic progress of
17 each student enrolled in the alternative school.

18 **REMOVAL⁸**

19 A student may be removed from the alternative school or program if:

- 20 1. He/she violates the rules of the alternative school or program; or
21
22 2. He/she is not benefitting from the assignment and all interventions have been exhausted
23 unsuccessfully.

24 **ADDITIONAL OFFENSES⁹**

25 Any new disciplinary offense committed during a student's original suspension or expulsion period
26 shall be treated as a new and separate offense. These offenses shall not constitute an extension of the
27 original suspension or expulsion.

28 **TRANSITION PLAN¹⁰**

29 The Superintendent of Schools/designee shall develop procedures regarding the implementation of
30 transition plans for the integration of students assigned to the alternative school.

1. TCA 49-6-3402; TRR/MS 0520-01-02-.09
 2. TRR/MS 0520-01-02-.09(9)(a)
 3. TCA 49-6-3402(c)(1)(A)
 4. TRR/MS 0520-01-02-.09(6)(a); TCA 49-6-3402(c)(1)(B)
 5. TCA 49-6-3402(c)(1)(C); Public Acts of 2023, Chapter No. 279
 6. TRR/MS 0520-01-02-.09(9)(i)
 7. TRR/MS 0520-01-02-.09(9)(h)
 8. TCA 49-6-3402(c)(2)(B)
 9. TRR/MS 0520-01-02-.09(9)(g)(2)
 10. TRR/MS 0520-01-02-.09(9)(m)
- Special Education 4.202
Virtual Education Program 4.214
Student Suspension/Expulsion 6.316
Zero Tolerance Offenses 6.317
Students Receiving Special Education Services 6.500

Williamson County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Student Surveys, Analyses, and Evaluations	Descriptor Code: 6.4001	Issued Date: 11/18/19
		Rescinds: 6.4001	Issued: 06/24/14

1 Surveys, analyses, and evaluations for research purposes shall be allowed by the Board when the project
2 is viewed as contributory to a greater understanding of the teaching-learning process, the project does
3 not violate the goals of the Board, and the disruption of the regular school program is minimal. The
4 Superintendent of Schools shall develop administrative procedures for approving requests for conducting
5 surveys, analyses, or evaluations by agencies, organizations, or individuals. The requests shall outline
6 what is to be done, who is to be involved, and how the results will be used and distributed.¹

7 Prior to the dissemination of a survey, analysis, or evaluation to students, parent(s)/guardian(s) shall be
8 notified of their ability to review the materials.¹ Such notification shall include information indicating
9 the purpose of the survey, analysis, or evaluation as well as who will have access to the results. *The*
10 *survey, analysis, or evaluation shall only be administered to students under the age of eighteen (18)*
11 *whose parent(s)/guardian(s) provide written, informed, and voluntarily signed consent. A student*
12 *who is eighteen (18) years of age or older may participate after he/she provides written, informed, and*
13 *voluntarily signed consent. Following such notification and prior to the administration of the survey,*
14 *analysis, or evaluation, parent(s)/guardian(s) may opt their child out of participation.*

15 The Superintendent of Schools shall develop procedures for granting such parental requests and to
16 implement the other provisions of this policy.¹

17 No student shall be required, as part of any program, to submit to a survey, analysis, or evaluation that
18 reveals information concerning:^{1,2}

- 19 1. Mental or psychological problems of the student or the student's family;
- 20 2. Sexual behavior or attitudes;
- 21 3. Illegal, anti-social, self-incriminating, or demeaning behavior;
- 22 4. Critical appraisals of other individuals with whom respondents have close family relationships;
- 23 5. Legally privileged relationships;
- 24 6. Income; or
- 25 7. The collection of student biometric data involving the analysis of facial expressions, EEG brain
26 wave patterns, skin conductance, galvanic skin response, heart-rate variability, pulse, blood
27 volume, posture, and eye-tracking³

28 without the prior written consent of the student (if the student is an adult or emancipated minor), or in
29 the case of an unemancipated minor, without the prior written consent of the parent/guardian.

30 The collection of the following student data is strictly prohibited:⁴

- 31 1. Political affiliation or voting history;

- 1 2. Religious practices; and
- 2 3. Firearm ownership.

3 **COLLECTING, DISCLOSING, OR USING INFORMATION FOR MARKETING⁵**

4 In general, the district will not collect, disclose, or use personal student information for the purpose of
5 marketing or selling that information or otherwise providing that information to others for that purpose.

6 If any collected information is to be marketed or sold, parent(s)/guardian(s) will be directly notified at
7 least annually at the beginning of the school year of the specific or approximate dates when such
8 information will be collected. Parent(s)/guardian(s), upon request, may inspect any instrument used to
9 collect personal information for the purpose of marketing or selling that information before the
10 instrument is administered or distributed to the student. All parent(s)/guardian(s) and students of
11 appropriate age may decline to provide the information requested.

12 This portion of the policy does not apply to the collection, disclosure, or use of personal information
13 collected from students for the exclusive purpose of developing, evaluating, or providing educational
14 products or services for or to students or educational institutions to the extent allowed by law, such as
15 the following:

- 16 1. College or other postsecondary education recruitment or military recruitment;
- 17 2. Book clubs, magazines, and programs providing access to low-cost literary products;
- 18 3. Tests and assessments used by elementary schools and secondary schools to provide
19 cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about
20 students (or to generate other statistically useful data for the purpose of securing such tests
21 and assessments) and the subsequent analysis and public release of the aggregate data from
22 such tests and assessments;
- 23 4. The sale by students of products or services to raise funds for school-related or education
24 related activities; or
- 25 5. Student recognition programs.

Legal References

1. TCA 49-2-211; *Public Acts of 2023, Chapter No. 353*
2. 20 USCA § 1232h
3. TCA 49-1-706
4. TCA 49-1-705
5. 20 USCA § 1232h(c)(1); 20 USCA § 1232h(c)(4)

Cross References

Testing Programs 4.700

Williamson County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Physical Examinations and Immunizations	Descriptor Code: 6.402	Issued Date: 03/25/19
		Rescinds: 6.4021	Issued: 02/19/01

1 PHYSICAL EXAMINATIONS¹

2 Each student shall have a complete physical examination prior-to:²

- 3 1. Entering public school for the first time and
- 4
- 5 2. Participation as a member of any interscholastic athletic team on an annual basis.

6 Cost of the examination shall be borne by the parent/guardian of the student. These records shall be on
7 file in the student's record.

8 Screening tests as required by the Tennessee Departments of Education and Health will be conducted.
9 Parent(s)/guardian(s) will receive written notice of any screening result that indicates a condition that
10 might interfere or tend to interfere with their student's progress. *Parent(s)/guardian(s) may excuse their*
11 *child from participating in health screenings that are part of a coordinated school health program by*
12 *submitting a request in writing to the school nurse, instructor, school counselor, or principal.*³

13 ~~In general, the school district will not conduct physical examinations of a student without parental~~
14 ~~consent or by court order, unless the health or safety of the student or others is in question.~~⁴

15 IMMUNIZATIONS

16 No students entering school, including those entering kindergarten or first grade, those from out-of-state,
17 and those from nonpublic schools, will be permitted to enroll (or attend) without proof of immunization,
18 as determined by the Tennessee Commissioner of Health.^{2,4} It is the responsibility of the
19 parent(s)/guardian(s) to have their children immunized and to provide such proof to the school for which
20 the student is to attend.⁴

21 Exceptions, in the absence of an epidemic or immediate threat thereof, will be granted to any student
22 whose parent/guardian files with school authorities the following:

- 23 1. A signed, written statement that such immunization and other preventative measures conflict with
24 the parent's or guardian's religious tenets and practices, affirmed under the penalties of perjury;⁵
25
- 26 2. A written statement from the student's doctor excusing the student from immunization due to
27 medical reasons;⁶ or
28
- 29 3. Any student determined to be homeless pursuant to federal law or any child in State's custody
30 may not be denied admission because of the student's lack of immunization records due to
31 being homeless.⁷

- 1 Proof of exceptions will be in writing and filed in the same manner as other immunization records.
- 2 A list of transfer students shall be kept at each school in order that their records may be monitored by
- 3 the Tennessee Department of Health.

Legal References

1. 20 USCA § 1232h(c)
2. TRR/MS 0520-01-13-.01(1)(a)
3. *Public Acts of 2023, Chapter No. 353; 20 USCA § 1232h(c)(2)(c)*; Tennessee School Health Screening Guidelines, https://www.tn.gov/content/dam/tn/education/csh/csh_school_health_screening_guidelines.pdf
4. TCA 49-6-5001(a),(c)
5. TCA 49-6-5001(b)(2)
6. TCA 49-6-5001(c)(2)
7. TCA 49-6-5001(c)(3); 42 USCA § 11431 et seq.

Williamson County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Student Clubs, Activities, and Organizations	Descriptor Code: 6.702	Issued Date: 11/18/19
		Rescinds: 6.702	Issued: 06/19/17

1 ***General***

2 ***The following shall be adhered to:***

- 3 ***1. Each student activity shall be under the guidance and direction of a staff member.***
- 4 ***2. All extracurricular activities at the school level shall have the approval of the***
5 ***principal/designee.***
- 6 ***3. Student activities occurring before or after regularly scheduled school hours must be under***
7 ***the supervision of the principal/designee.***
- 8 ***4. Secret organizations shall not be operated in any school.***
- 9 ***5. A student shall not be required to attend an extracurricular activity that is scheduled at a***
10 ***time which conflicts with his/her religious practices.¹***
- 11 ***6. A student on out-of-school suspension shall not be permitted to participate in extracurricular***
12 ***activities.***
- 13 ***7. Activities which restrict participation because of race, color, religion, sex, disabilities, or***
14 ***national origin are strictly forbidden.²***

15 ***STUDENT CLUBS/ACTIVITIES AND ORGANIZATIONS³***

16 ***All students under the age of eighteen (18) shall present a signed and dated statement from their***
17 ***parent/guardian before joining any club or organization or participating in activities of a club or***
18 ***organization. The Superintendent of Schools shall develop administrative procedures outlining this***
19 ***recordkeeping process.***

20 ***SCHOOL SPONSORED CLUBS/ACTIVITIES⁴***

21 The principals shall encourage students to broaden their knowledge and citizenship by establishing
22 school-sponsored clubs or other groups organized to promote or pursue specialized activities outside
23 the classroom. Membership must be open to all interested and/or eligible students, and a WCS
24 employee, approved by the principal, must attend all meetings/activities as an official sponsor and
25 advisor. In addition to the items listed below, all other district policies and procedures relating to
26 school operations remain in effect for activities relating to School Sponsored Clubs.

- 1 1. Schools may provide a pay supplement to the School-Sponsored Club advisor.
- 2
- 3 2. All fundraising requests must adhere to WCS Board policies governing fundraisers.
- 4
- 5 3. Schools may charge WCS BOE authorized fees.
- 6
- 7 4. Schools may authorize student field trips for participation in related activities.
- 8
- 9 5. Schools may authorize administrative leave for field trips relating to the School Sponsored
- 10 Club.
- 11
- 12 6. Schools may provide meeting space in accordance with board policy.
- 13
- 14 7. School Sponsored Clubs may be included in school and district communications.

15 **SCHOOL SPONSORED CLUBS/ACTIVITIES AFFILIATED WITH NON-PROFIT**

16 **ORGANIZATIONS⁴**

17 Principals may allow school sponsored clubs to affiliate with non-profits which have been approved by
18 the district office. A WCS employee, approved by the principal, must attend all meetings/activities as
19 an official sponsor and advisor. In addition to the items listed below, all other district policies and
20 procedures relating to school operations remain in effect for activities relating to school sponsored
21 clubs.

- 22 1. Schools may provide a pay supplement to the School-Sponsored Club advisor.
- 23
- 24 2. All fundraising requests must adhere to WCS Board policies governing fundraisers.
- 25
- 26 3. Schools may charge WCS BOE authorized fees if approved by the Board.
- 27
- 28 4. Schools may authorize student field trips for participation in related activities.
- 29
- 30 5. Schools may authorize administrative leave for field trips relating to the School Sponsored
- 31 Club.
- 32
- 33 6. Schools may provide meeting space in accordance with board policy.
- 34
- 35 7. School Clubs Affiliated with Non-Profits may be included in school and district
- 36 communications.

37 **CONTRACTED SERVICES WITH EXTERNAL ORGANIZATIONS⁴**

- 38 1. Williamson County School officials may contract with non-profit organizations as permitted in
- 39 WCS Board Policy 3.206.
- 40
- 41 2. Williamson County School officials may contract with for-profit organizations as permitted in
- 42 WCS Board Policy 3.206.

1 For-Profit Organizations are not permitted to use district resources or facilities except as permitted
2 above.

3 **NON-SCHOOL SPONSORED, STUDENT-LED CLUBS/ACTIVITIES⁴**

4 A student who wishes to organize a non-school sponsored, student-led club must obtain prior written
5 consent from the school principal and recruit a WCS employee (voluntary without additional
6 compensation) to serve as a monitor of the group's activity which occurs on a WCS campus. WCS'
7 supervision of these activities is limited to this monitor's presence during activities occurring on a
8 WCS campus. The student organizer is responsible for annually obtaining the written consent of the
9 parent(s)/guardian(s) of all students who wish to participate in the student-led organization.

- 10 1. Schools cannot provide a pay supplement to the school employee who is acting as a monitor of
11 the club.
- 12
- 13 2. The school employee monitor shall not lead, coordinate or be a participant in any activity of
14 this student-led club.
- 15
- 16 3. All fundraising requests must adhere to WCS Board policies governing fundraisers.
- 17
- 18 4. Schools may not charge any fees for these activities.
- 19
- 20 5. Schools may authorize student field trips for participation in related activities.
- 21
- 22 6. Schools may provide meeting space in accordance with board policy.
- 23
- 24 7. School Clubs Affiliated with Non-Profits may be included in school and district
25 communications.
- 26
- 27 8. Students participating in these activities are subject to all school attendance rules and
28 procedures applicable to any other students.

29 Clubs which do not qualify as school sponsored clubs are considered to be non-school clubs and
30 normally beyond the jurisdiction of school authorities. Any club or organization not directly under
31 control of school authorities shall be deemed to be a non-school club. The formation of such clubs
32 shall be initiated by students. Non-school clubs may not conduct their activities on campus during the
33 instructional day.

34 **PATRIOTIC SOCIETIES⁵**

35 Principals shall allow representatives of a patriotic society the opportunity to speak with students
36 during school hours. The principal shall approve one (1) day at the beginning of each academic school
37 year for the patriotic society to speak to the students at the school. The principal shall allow the society
38 to speak to the students for no more than ten (10) minutes.

Legal References

1. *TCA 49-6-1002(c)*
2. *34 CFR § 106.41*
3. *Public Acts of 2023, Chapter No. 353*
4. 20 USC § 4071
5. TCA 49-6-305

Cross References

Fundraising Activities 2.601
Student Activity Fund Management 2.900
Community Use of School Facilities 3.206
Field Trips 4.302

MEMORANDUM

Date: August 7, 2023

To: Williamson County Board of Education Members

From: Cindy Todd
School Fund Accountant
Budget and Finance Department

Re: Approval of Outstanding Purchase Orders for School Activity Funds

The Tennessee Internal School Uniform Accounting Policy Manual, Section 5, Title 3 (page 5-16) notes "*the local board must approve accounts payable that will not be liquidated during the current fiscal year.*" Attached you will find a list of all purchase orders issued by schools to be paid by school funds which were not liquidated as of June 30, 2023.

The reason that a particular item has not been liquidated varies by order, however, the most common reason is that the order and/or invoice was not received as of the cutoff date required for reporting the information. There are also occasions when an order must be placed during June, but the goods will not be shipped until school resumes. Although the Manual calls for reporting *accounts payable*, we are disclosing all open purchase orders in the event that goods are shipped or invoices received prior to June 30, 2023 without sufficient time to liquidate or in the bookkeeper's absence, thus generating accounts payable.

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

As noted in the Manual, please review and approve the attached list of outstanding purchase orders issued during the 2022-2023 school year that will be paid, upon delivery of goods, confirmation of delivery and presentation of an invoice, during the 2023-2024 school year. If you have any questions related to the attached list or the requirements of the Tennessee Internal School Uniform Accounting Policy Manual, please feel free to contact me by email at cindy1@wcs.edu or by telephone at 472-4197.

Thank you for your assistance in this matter.

School	Vendor	PO Number	Account (Number & Description)	Fund (G)eneral or (R)estricted
BHS	CERAMIC TECHNIQUES	12-14502	908.000 CITY OF BRENTWOOD FU	R
BHS	VARSITY SPIRIT FASHIONS	12-14455	630.000 CHEERLEADER FUND	R
BHS	ALINCO COSTUMES	12-14207	920.900 REST DON-PTO	R
BHS	BANNERVILLE USA INC	12-14513	610.000 SOCCER FUND-GIRLS	R
BHS	CENTRAL TECHNOLOGIES	12-14479	920.900 REST DON-PTO	R
BHS	HERFF JONES (YRBK)	12-14483	932.000 YEARBOOK	R
BHS	MATHEWS TEAM SPORTS	12-14514	610.000 SOCCER FUND-GIRLS	R
BHS	REIMBURSEMENTS	12-14470	910.000 DECA	R
BHS	VARIOUS VENDORS	12-14381	918.000 MU ALPHA THETA	R
BHS	REIMBURSEMENTS	12-13067	401.000 ADMINISTRATIVE EXP	G
BHS	RIDDELL/ALL AMERICAN SPORTS	12-14213	601.075 FOOTBALL-GAME EQUIP	G
BHS	FLAGHOUSE INC	12-14261	520.526 WELLNESS CLASS FEES	G
BHS	HUMPHRYS	12-14446	401.000 ADMINISTRATIVE EXP	G
BHS	BANNERVILLE USA INC	12-14462	401.000 ADMINISTRATIVE EXP	G
BHS	PIONEER MANUFACTURING CO	12-14496	601.109 GIRLS SOCCER-MISC	G
BHS	PIONEER MANUFACTURING CO	12-14496	601.109 GIRLS SOCCER-MISC	G
BHS	PIONEER MANUFACTURING CO	12-14496	610.000 SOCCER FUND-GIRLS	R
BHS	CBI	12-14503	414.000 EQUIPMENT	G
BHS	MATHEWS TEAM SPORTS	12-14506	601.146 VOLLEYBALL-UNIFORMS	G
BHS	MATHEWS TEAM SPORTS	12-14515	601.106 GIRLS SOCCER-UNIFORM	G
BHS	PPG PAINT	12-14517	401.000 ADMINISTRATIVE EXP	G
BMS	SCHOOL DATEBOOKS	992	402.029 AGENDAS	G
BMS	SCHOOL SPIRIT BOWS	1030	613.000 DANCE TEAM	R
CCES	SCHOOLMATE	22-4283	402.000 2nd Grade Student Fees	G
CCES	SCHOOLMATE	22-4283	402.300 3rd Grade Student Fees	G
CCES	SCHOOLMATE	22-4283	402.400 4th Grade Student Fees	G
CCES	SCHOOLMATE	22-4283	402.500 5th Grade Student Fees	G
CCES	Great Southern Recreation	22-4326	906.985 Maintenance - PTO	R
CCES	Customink LLC	22-4376	930.000 ENCORE!	R
CCES	Amazon	22-4384	930.000 ENCORE!	R
CES	ODP BUSINESS SOL	3485	401.000 ADMIN EXPENSE	N
CES	SCHOOL-LABELS.COM	3489	401.000 ADMIN EXPENSE	N
CES	AMPLIFY AWARDS	3490	406.000 FUNDRAISING EXP	N
CGES	CBI	10863	912.000 LIB DONAT 910.000 BOO	R
CGES	GREAT MATS	10823	404.002 PICTURES EXPENSE	G
CGES	SCHOOL DATEBOOK	10814	404.002 PICTURES EXPENSE	G
CGES	ULINE INC	10729	404.002 PICT 906.000 PTO	G/R
CGES	US GAMES	10706	405.003 YEARBOOK	G
CHS	Varsity	9255	656.000 FOOTBALL CHEER	R
CHS	MT SCORE	9256	601.000 ATHLETICS	G
CHS	FRUHAUF UNIFORMS	9277	802.000 BAND	R
CHS	DISCOUNT SCHOOL SUPPLY	9281	931.000 CTE CHILDCARE GRANT	R
CHS	VARSITY	9329	660.000 DANCE	R
CHS	TWINE	9330	867.000 COUGAR CREW	R
CHS	VARSITY	9348	660.000 DANCE	R
CHS	TWINE	9349	656.000 FOOTBALL CHEER	R
CSES	CBI	981	922.705 PTA DONATION	R
CSES	BLICK ART MATERIALS	1033	901.002 PTA SCHOOL DONATION	R

CSES	SCHOOL SPECIALTY, LLC	1036	901.002 PTA SCHOOL DONATION	R
FHS	Riddell/All American Sports	58263	601.000/GENERAL ATHLETICS	G
FHS	Riddell/All American Sports	58312	601.000/GENERAL ATHLETICS	G
FHS	Jarvis	58379	603.000/BOYS BASKETBALL	R
FHS	Mathews Team Sports	58483	601.000/GENERAL ATHLETICS	G
FHS	Mathews Team Sports	58783	601.000/GENERAL ATHLETICS	G
FHS	That's Printing, Inc.	58800	601.000/GENERAL ATHLETICS	G
FHS	ABI Digital Solutions/Digital	58820	817.000/BAND	R
FHS	Section 16 Strategies	58838	601.000/GENERAL ATHLETICS	G
FHS	Graphics for Athletics	58875	613.000/FOOTBALL	R
FvMS	Extreme Lighting and Sound	33-4543	814.000 DRAMA	R
FvMS	Mathews Team Sports	33-4673	610.000 VOLLEYBALL	R
FvMS	Mathews Team Sports	33-4677	604.000 FOOTBALL	R
FVHS	LAKESHORE LEARNING MATERIAL	7484	925.502 - CHILDCARE STABILIZATI	R
FVHS	VARSITY SPIRIT FASHIONS	7502	612.000 - CHEER	R
FVHS	ODP BUSINESS SOLUTIONS	7523	925.502 - CHILDCARE STABILIZATI	R
FVHS	LAKESHORE LEARNING	7524	925.502 - CHILDCARE STABILIZATI	R
FVHS	AMAZON CAPITAL SERVICES	7525	925.502 - CHILDCARE STABILIZATI	R
FVHS	VARSITY SPIRIT FASHIONS	7526	612.000 - CHEER	R
GMS	STS DISTRIBUTION, LLC	89927	601.000 ATHLETICS	R
GMS	MATHEWS TEAM SPORTS	90043	601.000 ATHLETICS	R
GMS	ERIN POWERS	90151	621.002 VARSITY CHEER FEES	R
GMS	TWINE GRAPHIC DESIGN	90165	704.000 STRINGS	R
GMS	WCBOE	90166	704.000 STRINGS	R
GMS	JW PEPPER AND SON, INC	90167	704.000 STRINGS	R
GMS	JW PEPPER AND SON, INC	90168	700.000 BAND	R
GMS	MATHEWS TEAM SPORTS	90170	620.000 INVEST	R
GMS	TRIGREEN	90171	601.000 ATHLETICS	R
GMS	MATHEWS TEAM SPORTS	90186	601.000 ATHLETICS	R
HBES	Magntag	2609	928.000 Yearbook/Newspaper	R
HBES	Systems Integrations	2626	912.000 PTO	R
HBES	Angelle Gallers	2632	912.100 PTO Prof. Develop.	R
HBES	Elizabeth Boyd	2633	912.100 PTO Prof. Develop.	R
HEMS	FOLLETT CONTENT SOLUTIONS	4160	906.000 RESTRICTED DONATIONS	R
HEMS	CORLEW AND PERRY, INC	4173	601.000 ATHLETICS	R
HEMS	CUSTOMINK LLC	4218	618.013 VOLLEYBALL (FR)	R
HES	Systems Integrations	1021	909.000 SPECIFIC PTO DONATION	R
HES	Systems Integrations	1021	402.000 INSTRUCTIONAL EXPENSI	G
HES	Shannon Robertson	1056	906.000 DONATIONS RESTRICTED	R
HES	WCS	1038	933.000 ENCORE SUMMER CAMP	R
HES	Amanda Harwell	1052	933.000 ENCORE SUMMER CAMP	R
HES	Marcos	1032	933.000 ENCORE SUMMER CAMP	R
HES	Amanda Harwell	1057	933.000 ENCORE SUMMER CAMP	R
IHS	MATHEWS	10195	601.000 GENERAL ATHLETICS	G
IHS	WILLIAMSON MED CTR	10363	604.000 BASEBALL	G
IHS	MATHEWS	10417	601.000 GENERAL ATHLETICS	G
IHS	POCKET NURSE	10459	517.005 COLE - CLASS FEES	G
IHS	FLINN	10561	514.015 KUEBLER-LIBMAN-CLASS	G
IHS	LAKESHORE LEARNING MATERIAL	10640	925.501 CHILDCARE GRANT	G
IHS	MATHEWS	10650	601.000 GENERAL ATHLETICS	G

IHS	ODP	10713	804.000	DRAMA CLUB	G
IHS	ON PROMOS	10725	631.000	VAR FOOTBALL CHEER	G
IHS	MATHEWS	10742	801.000	BAND	G
IHS	PROFESSIONAL AV SYS	10757	423.000	SCHOOLWIDE EXPENDITL	G
IHS	PROFESSIONAL AV SYS	10757	930.025	PEPSI DONATION - SCORI	R
IHS	PROFESSIONAL AV SYS	10757	601.000	GENERAL ATHLETICS	G
IHS	PROFESSIONAL AV SYS	10758	601.000	GENERAL ATHLETICS	G
IHS	CURATED EVENTS	10762	410.002	GRADUATION FEES EXP	G
IHS	GS IRRIGATION	10766	601.000	GENERAL ATHLETICS	G
IHS	VARSITY SPIRIT	10768	801.000	BAND	G
IHS	STANBURY UNIFORMS	10770	801.000	BAND	G
IHS	PANDA INK	10771	615.000	DANCE	G
IHS	CBI	10774	423.000	SCHOOLWIDE EXPENDITL	G
IHS	BARBELL VOODOO	10776	842.000	FRESHMAN ACADEMY	G
IHS	CBI	10778	423.000	SCHOOLWIDE EXPENDITL	G
IHS	SCHOOL CASH SUPP	10781	401.003	OFFICE SUP/MATERIALS	G
IHS	ON PROMOS	10783	842.000	FRESHMAN ACADEMY	G
KES	HUNTER BLAKE PROD	15722	910.013	DONATION FROM PTO A'	R
KES	NODDY AND CO. INC	15739	932.000	ENCORE	R
KES	CAPITAL ONE TRADE CR	15748	932.000	ENCORE	R
KES	CAPITAL ONE TRADE CR	15749	932.000	ENCORE	R
KES	CAPITAL ONE TRADE CR	15750	932.000	ENCORE	R
LES	Perma Bound	21341	945.0	Book Fair	R
LES	School Specialty	21380	919.0	PTO	R
LES	Amazon	21381	919.0	PTO	R
LES	School Specialty	21382	919.0	PTO	R
LES	Solution Tree	21226	915.0	City of Brentwood	R
LMS	MATHEWS TEAM SPORTS	946	609.001	SOFTBALL FUNDRAISER	R
LMS	MUSIC AND ARTS	1037	701.000	BAND FEES	R
LMS	VARSITY SPIRIT FASHIONS	1056	612.001	CHEER FUNDRAISER	R
LMS	VARSITY SPIRIT FASHIONS	1059	601.000	GENERAL ATHLETICS	R
LMS	APPLE, INC.	1060	806.000	THEATER	R
LMS	MATHEWS TEAM SPORTS	1061	602.104	GIRLS BASKETBALL FNDR	R
LMS	MATHEWS TEAM SPORTS	1063	611.200	GIRLS SOCCER DONATIOI	R
LMS	TRI STAR ENERGY LLC	1064	601.000	GENERAL ATHLETICS	R
LMS	SCHOOL CASH SUPPLIES	1066	401.003	ADMIN EXPENSE	G
LMS	TENNIS WAREHOUSE	1070	601.000	GENERAL ATHLETICS	R
LMS	TYLER MCFERRAN	1071	601.000	GENERAL ATHLETICS	R
MCMS	VARSITY SPIRIT FASHIONS	3178	612.000	CHEER	R
NES	OFFICE RESOURCES, INC	1768	905.022	2022/2023 NES WISH LIS'	R
NES	HUNTER BLAKE PRODUCTIONS	1749	905.021	2021/2022 NES WISH LIS'	R
NHS	DELL COMPUTER COMPANT	5558	903.000	BEP POOLED	G
NHS	WCBOE	5768	602.002	BASKETBALL-BOYS	R
NHS	CBI	5914	818.000	STUDENT COUNCIL	R
NHS	CBI	5914	818.222	STUDENT COUNCIL PROM	R
NHS	VARSITY	5918	613.000	DANCE TEAM	R
PHS	WARDS SCIENCE	32407	508.007	DUPLESSIS CLASS FEE	G
PHS	WENGER CORP	32491	851.000	BAND	R
PHS	VARSITY SPIRIT FASHIONS	32536	601.000	GENERAL ATHLETICS	R
PHS	VARSITY SPIRIT FASHIONS	32540	615.000	VARSITY CHEER	R

PHS	VARSITY SPIRIT FASHIONS	32541	615.100 JV CHEER	R
PHS	VARSITY SPIRIT FASHIONS	32551	409.000 PARKING FEE	G
PMS	BSN SPORTS	41-6570	601.005 FOOTBALL ATHLETICS	R
PMS	MATHEWS TEAM SPORTS	41-6677	601.000 FOOTBALL TEAM GEAR	R
PMS	PINNACLE	41-6687	924.000 TEACHER MORALE	R
PMS	STERICYCLE, INC	41-6553	401.000 RECYCLING CONTAINERS	G
RHS	SYSTEM INTEGRATIONS, INC	27924	907.012 RESTRICTED PTO DONATI	R
RHS	SYSTEM INTEGRATIONS, INC	27952	402.001 CLASSROOM FURNITURE	G
RHS	CORLEW AND PERRY, INC	27756	630.003 ATH. CONC. FIELD MAINT	R
RHS	HOWIES ATHLETIC TAPE	27961	601.050 ATH. SPONSOR-BJIT	R
RHS	MATHEWS TEAM SPORTS	27660	601.023 GA EQUIPMENT, UNIFOR	R
RHS	MATHEWS TEAM SPORTS	27772	601.023 GA EQUIPMENT, UNIFOR	R
RHS	MATHEWS TEAM SPORTS	27859	622.000 BASKETBALL, GIRLS	R
RHS	MATHEWS TEAM SPORTS	27871	623.000 BASEKETBALL, BOYS	R
RHS	MATHEWS TEAM SPORTS	27878	601.023 GA EQUIPMENT, UNIFOR	R
RHS	MATHEWS TEAM SPORTS	27937	601.023 GA EQUIPMENT, UNIFOR	R
RHS	MATHEWS TEAM SPORTS	27941	601.023 GA EQUIPMENT, UNIFOR	R
RHS	MATHEWS TEAM SPORTS	27987	601.023 GA EQUIPMENT, UNIFOR	R
RHS	MT SCORE	27065	630.002 ATH. CONC. EXPENSE	R
RHS	TURF DOCTOR, LLC	27940	630.003 ATH. CONC. FIELD MAINT	R
RHS	TURF DOCTOR, LLC	27946	630.003 ATH. CONC. FIELD MAINT	R
RHS	TWINE GRAPHIC DESIGN	27956	627.000 SIDELINE CHEERLEADING	R
RHS	TWINE GRAPHIC DESIGN	28004	627.000 SIDELINE CHEERLEADING	R
RHS	VARSITY SPIRIT FASHIONS, LLC	27982	613.000 SIDELINE DANCE	R
RHS	VARSITY SPIRIT FASHIONS, LLC	27983	613.000 SIDELINE DANCE	R
RHS	VARSITY SPIRIT FASHIONS, LLC	28001	613.000 SIDELINE DANCE	R
RHS	WISE COACHES, INC	27944	627.000 SIDELINE CHEERLEADING	R
SES	SCHOOL DATEBOOKS	2783	401.000 ADMINISTRATIVE EXP	G
SES	WIZARD CREATIONS, INC	2872	934.000 ENCORE - SUMMER CAM	R
SES	WALMART	2877	934.000 ENCORE - SUMMER CAM	R
SES	WALMART	2880	934.000 ENCORE - SUMMER CAM	R
SES	AMAZON	2886	934.000 ENCORE - SUMMER CAM	R
SES	ODP BUSINESS SOLUTIONS, LLC	2887	932.016 PTO - OFFICE SUPPLIES	R
SES	AMAZON	2888	934.000 ENCORE - SUMMER CAM	R
SES	DREW PERRY	2889	924.000 TEACHER MORALE	R
SES	AMAZON	2890	934.000 ENCORE - SUMMER CAM	R
SMS	Lee Hughes	2764	601.001 Gen. Athletics	R
SSMS	ENGINEERED TIXTILE PRODUCTS	6278	607.000 TRACK	R
SSMS	MATHEWS TEAM SPORTS	6239	610.001 VOLLEYBALL FUNDRAISEI	R
SSMS	MATHEWS TEAM SPORTS	6255	601 &604.001 ATHLETICS/FOOTB)	R
SSMS	MARCO'S PIZZA	6130	602.001 GIRLS BASKETBALL	R
SSMS	MARCO'S PIZZA	6272	603.001 BASEBALL FUNDRAISERS	R
SSES	GREAT SOUTHERN RECREATION	8232	906.708-PTO DONATIONS	R
SSES	ENTERPRISE HOLDINGS	8235	903.000 BRENTWOOD DONATION	R
SSES	MUSIC CITY MINI GOLF	8336	924.000 EMPLOYEE MORALE	R
TSMS	Lawn Value, LLC	1729	601.000 Athletics	R
TSMS	Mathew Team Sports	1750	601.000,602.002,602.003, 602.00	R
TSMS	Mathew Team Sports	1769	610.100 Volleyball Fundraising	R
TSMS	Varistiy Spirit Fashions	1781	613.000 Dance Team	R
TSMS	Mathew Team Sports	1794	601.000 Athletics	R

TSMS	Mathew Team Sports	1805	601.000 Athletics	R
TSMS	Mathew Team Sports	1809	601.000 Athletics	R
WGES	COMMTECH	3562	901.000 BEP POOLED	R
WGES	COMMTECH	3562	407.200 DONATION EXP - PTA	G
WMS	MATHEWS TEAM SPORTS	4362	601.000 ATHLETICS	R
WMS	MATHEWS TEAM SPORTS	5111	601.000 ATHLETICS	R
WMS	MATHEWS TEAM SPORTS	5140	604.010 VOLLEYBALL FEES	R
WMS	MATHEWS TEAM SPORTS	5140	604.000 VOLLEYBALL FUNDRAISIN	R
WMS	MATHEWS TEAM SPORTS	5140	601.000 ATHLETICS	R
WMS	MATHEWS TEAM SPORTS	5188	630.000 ATHLETICS CONCESSIONS	R
WMS	MATHEWS TEAM SPORTS	5189	601.000 ATHLETICS	R
WMS	MATHEWS TEAM SPORTS	5189	635.000 PE	R
WMS	MATHEWS TEAM SPORTS	5200	604.510 WRESTLING FEES	R
WMS	MATHEWS TEAM SPORTS	5200	601.000 ATHLETICS	R
WMS	MATHEWS TEAM SPORTS	5202	910.000 PTO DONATIONS	R
WMS	MATHEWS TEAM SPORTS	5211	603.000 BASEBALL FUNDRAISING	R
WMS	MATHEWS TEAM SPORTS	5215	601.000 ATHLETICS	R
WMS	MATHEWS TEAM SPORTS	5218	601.010 ATHLETICS-SEASON PASS	R
WMS	MATHEWS TEAM SPORTS	5225	903.000 BAND FUNDRAISING	R
WMS	ALL BRASS	4925	903.000 BAND FUNDRAISING	R
WMS	VARSITY SPIRIT FASHIONS	5190	612.010 CHEERLEADING - FEES	R
WMS	CBI	5204	401.000 ADMINISTRATIVE EXPEN:	N
WMS	VARSITY SPIRIT FASHIONS	5223	613.010 DANCE TEAM - FEES	R
WMS	1ST DAY SCHOOL SUPPLIES	5193	402.010 INSTRUCTIONAL EXPENSI	R
WMS	1ST DAY SCHOOL SUPPLIES	5194	402.000 INSTRUCTIONAL EXPENSI	R
WMS	CBI	5209	910.000 PTO DONATIONS	R
WMS	PRO-TUFF DECALS, INC.	5222	602.000 FOOTBALL FUNDRAISING	R
WMS	NANCY EVANS FLOORING	5226	601.000 ATHLETICS	R
WMS	WCBOE	5229	601.000 ATHLETICS	R
WMS	MATHEWS TEAM SPORTS	5230	630.000 ATHLETIC CONCESSIONS	R
WMS	AMAZON	5235	601.000 ATHLETICS	R

Amount	Reason Not Liquidated
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1,405.70	WAITING ON TEACHER TO CONFIRM REPAIRS WERE DONE PROPERLY
1,500.00	ITEMS NOT RECEIVED
1,657.82	ITEMS NOT RECEIVED
1,275.00	ITEMS NOT RECEIVED
35,252.00	ITEMS NOT RECEIVED
5,000.00	ITEMS NOT RECEIVED
2,663.00	ITEMS NOT RECEIVED
4,203.92	INVOICE NOT RECEIVED
2,000.00	INVOICE NOT RECEIVED
180.00	INVOICE NOT RECEIVED
4,530.00	ITEMS NOT RECEIVED
3,896.04	ITEMS NOT RECEIVED
16,570.80	ITEMS NOT RECEIVED
10,960.00	ITEMS NOT RECEIVED
1,505.50	INVOICE NOT RECEIVED
387.50	ITEMS NOT RECEIVED
387.50	ITEMS NOT RECEIVED
14,666.73	ITEMS NOT RECEIVED
1,400.00	ITEMS NOT RECEIVED
245.00	ITEMS NOT RECEIVED
1,000.00	ITEMS NOT RECEIVED
5,128.52	ITEMS NOT RECEIVED
5,915.00	INVOICE NOT RECEIVED
539.50	Agendas for 2023-2024 not red'd
520.00	Agendas for 2023-2024 not red'd
520.00	Agendas for 2023-2024 not red'd
520.00	Agendas for 2023-2024 not red'd
33,897.00	Has not been installed and Billed
5,546.30	Encore T-shirts not received yet
563.14	Encore Items not received yet
138.61	ITEMS NOT RECEIVED
829.00	INVOICE NOT RECEIVED
375.00	ITEMS NOT RECEIVED
14,646.58	ITEMS NOT RECEIVED
2,107.51	ITEMS NOT RECEIVED
334.47	ITEMS NOT RECEIVED
2,514.20	ITEMS NOT RECEIVED
3,138.99	ITEMS NOT RECEIVED
2,686.12	ITEMS NOT RECEIVED
2,040.00	ITEMS NOT RECEIVED
12,087.00	ITEMS NOT RECEIVED
1,299.67	INVOICE NOT RECEIVED
1,054.64	ITEMS NOT RECEIVED
482.06	ITEMS NOT RECEIVED
2,925.30	ITEMS NOT RECEIVED
1,070.60	ITEMS NOT RECEIVED
717.65	ITEMS NOT RECEIVED
3,501.80	ITEMS NOT RECEIVED

4,078.68 INVOICE NOT RECEIVED
4,650.00 all items not received
33,000.00 all items not received
93.00 items not received
23,900.00 all items not received
500.00 all items not received
220.00 not received
370.00 not received
870.00 not received
460.00 not received
459.94 LIGHTS NOT RECEIVED
2,748.00 WAITING ON REPLACEMENT
5,996.00 ITEMS NOT RECEIVED
3,794.17 ITEMS NOT RECEIVED
210.48 ITEMS NOT RECEIVED
725.02 INVOICE NOT RECEIVED
1,377.70 ITEMS NOT RECEIVED
695.00 INVOICE NOT RECEIVED
5,030.25 ITEMS NOT RECEIVED
2,210.00 INVOICE NOT RECEIVED
380.00 ITEMS NOT RECEIVED
300.00 INVOICE NOT RECEIVED
2,000.00 INVOICE NOT RECEIVED
2,000.00 INVOICE NOT RECEIVED
750.00 INVOICE NOT RECEIVED
100.00 INVOICE NOT RECEIVED
4,280.00 ITEMS NOT RECEIVED
1,100.00 ITEMS NOT RECEIVED
3,000.00 ITEMS NOT RECEIVED
1,511.92 Not Received
22,938.00 Not Received
215.00 Receipts not received
215.00 Receipts not received
52.37 ITEMS NOT RECEIVED
2,000.00 FLOOR NOT COMPLETED
1,323.78 ITEMS NOT RECEIVED
3,823.00 ITEMS NOT RECEIVED
7,646.00 ITEMS NOT RECEIVED
500.00 INVOICE NOT RECEIVED
34,000.00 ENCORE paperwork not received
1,200.00 ENCORE not over to complete
676.15 ENCORE not over to complete
300.00 ENCORE not over to complete
3,500.00 BACKORDERED
1,000.00 NOT INVOICED YET
2,652.00 ITEMS NOT RECEIVED
155.29 RCD LATE- NOT INVOICED YET
111.90 RCD LATE- NOT INVOICED YET
332.55 BACKORDERED
2,585.80 BACKORDERED

200.00 NOT INVOICED YET
1,040.44 ITEMS NOT RECEIVED
1,182.00 ITEMS NOT RECEIVED
5,000.00 ITEMS NOT RECEIVED
7,000.00 ITEMS NOT RECEIVED
7,508.76 ITEMS NOT RECEIVED
16,224.00 ITEMS NOT RECEIVED
7,513.60 ITEMS NOT RECEIVED
700.00 NOT INVOICED YET
1,519.45 ITEMS NOT RECEIVED
2,310.00 ITEMS NOT RECEIVED
400.00 ITEMS NOT RECEIVED
8,865.78 ITEMS NOT RECEIVED
2,612.50 ITEMS NOT RECEIVED
2,245.80 ITEMS NOT RECEIVED
71.45 NOT INVOICED YET
2,450.00 ITEMS NOT RECEIVED
9,370.00 ITEMS NOT RECEIVED
1,539.60 INVOICE NOT RECEIVED
100.00 INVOICE NOT RECEIVED
40.00 INVOICE NOT RECEIVED
150.00 INVOICE NOT RECEIVED
1,013.62 Books not available yet
3,374.64 late donation by PTO
2,444.83 late donation by PTO
357.72 late donation by PTO
5,200.00 P.D. not until July 25th
825.00 ITEMS NOT CORRECT - WAITING ON CORRECTION
355.68 BACKORDERED ITEMS
1,212.05 WAITING ON DELIVERY
2,112.50 WAITING ON DELIVERY
1,368.00 WAITING ON DELIVERY
3,246.00 WAITING ON DELIVERY
2,990.40 WAITING ON DELIVERY
75.00 WAITING FOR MONTHLY BILL
241.81 DELIVERY DELAYS
416.50 DIDN'T RECEIVE - WAITING FOR REPLACEMENT ORDER
150.00 WAITING FOR TYLER TO COMPLETE TRAININGS AND SUBMIT FOR REIMBURSEMENT
841.75 ITEMS NOT RECEIVED
1,170.97 ITEMS NOT RECEIVED
11,974.00 ITEMS NOT RECEIVED
352.00 ITEMS NOT RECEIVED
1,400.00 INVOICE NOT RECEIVED
14,000.40 ITEMS NOT RECEIVED
4,251.00 ITEMS NOT RECEIVED
480.00 ITEMS NOT RECEIVED
113.22 ITEMS NOT RECEIVED
11,496.21 ITEMS NOT RECEIVED
2,508.30 ITEMS NOT RECEIVED
341.85 ITEMS NOT RECEIVED

2,361.25 ITEMS NOT RECEIVED
1,166.00 ITEMS NOT RECEIVED
647.52 ITEMS NOT RECEIVED
1,556.00 INVOICE NOT RECEIVED
150.96 INVOICE NOT RECEIVED
237.41 INVOICE NOT RECEIVED
7,646.00 ITEMS NOT RECEIVED
7,646.00 ITEMS NOT RECEIVED
1,503.00 WORK NOT COMPLETED
1,952.29 INVOICE NOT RECEIVED
2,104.00 ITEMS NOT RECEIVED
5,075.00 ITEMS NOT RECEIVED
636.00 ITEMS NOT RECEIVED
320.00 ITEMS NOT RECEIVED
2,711.00 ITEMS NOT RECEIVED
6,492.00 ITEMS NOT RECEIVED
1,468.00 ITEMS NOT RECEIVED
2,134.00 ITEMS NOT RECEIVED
1,500.00 INVOICE NOT RECEIVED
578.00 WORK NOT COMPLETED
435.00 WORK NOT COMPLETED
1,772.95 ITEMS NOT RECEIVED
230.00 ITEMS NOT RECEIVED
2,493.30 ITEMS NOT RECEIVED
550.50 ITEMS NOT RECEIVED
7,142.45 ITEMS NOT RECEIVED
942.50 ITEMS NOT RECEIVED
1,471.16 ITEM NOT RECEIVED YET
2,177.58 ITEM NOT RECEIVED YET
125.00 ITEM NOT RECEIVED YET
25.00 BILL NOT RECEIVED YET
85.59 ITEM NOT RECEIVED YET
383.81 ITEM NOT RECEIVED YET
351.36 ITEM NOT RECEIVED YET
130.15 ITEM NOT RECEIVED YET
39.11 ITEM NOT RECEIVED YET
1,850.00 ITEMS NOT RECEIVED
651.50 INVOICE NOT RECEIVED
1,600.00 INVOICE NOT RECEIVED
2,360.00 INVOICE NOT RECEIVED
78.00 INVOICE NOT RECEIVED
100.00 INVOICE NOT RECEIVED
17,823.19 ITEMS NOT RECEIVED
231.01 PLC TRIP DATE IS JULY 9-12
648.99 SPLITTING COST WITH MCES-TEAM BUILDING FIRST DAY JULY 31
2,000.00 \$990.00 balance open for mowing
8,956.00 Items have not been received
870.00 Items have not been received
2,786.98 Items have not been received
4,600.00 Items have not been received

398.00	Items have not been received
600.00	Items had to be ordered not received
1,180.68	NOT RECEIVED YET
1,771.02	NOT RECEIVED YET
2,050.00	ITEMS NOT RECEIVED
9,980.00	ITEMS NOT RECEIVED
631.58	ITEMS NOT RECEIVED
216.90	ITEMS NOT RECEIVED
521.52	ITEMS NOT RECEIVED
3,000.00	ITEMS NOT RECEIVED
2,800.00	ITEMS NOT RECEIVED
2,800.00	ITEMS NOT RECEIVED
3,136.54	ITEMS NOT RECEIVED
178.46	ITEMS NOT RECEIVED
5,075.00	ITEMS NOT RECEIVED
850.00	ITEMS NOT RECEIVED
2,050.00	ITEMS NOT RECEIVED
5,500.00	ITEMS NOT RECEIVED
9,999.99	ITEMS NOT RECEIVED
95.00	INVOICE NOT RECEIVED
1,087.55	ITEMS NOT RECEIVED
7,497.15	ITEMS NOT RECEIVED
6,206.80	ITEMS NOT RECEIVED
1,404.00	ITEMS NOT RECEIVED
457.99	ITEMS NOT RECEIVED
10,182.90	ITEMS NOT RECEIVED
514.20	ITEMS NOT RECEIVED
900.00	WORK NOT FINISHED
1,500.00	WORK NOT FINISHED
3,000.00	ITEMS NOT RECEIVED
36.08	ITEMS NOT RECEIVED

School	Vendor	PO Number	Account (Number & Description)
BHS	CERAMIC TECHNIQUES	12-14502	908.000 CITY OF BRENTWOOD FUND
BHS	VARSITY SPIRIT FASHIONS	12-14455	630.000 CHEERLEADER FUND
BHS	ALINCO COSTUMES	12-14207	920.900 REST DON-PTO
BHS	BANNERVILLE USA INC	12-14513	610.000 SOCCER FUND-GIRLS
BHS	CENTRAL TECHNOLOGIES	12-14479	920.900 REST DON-PTO
BHS	HERFF JONES (YRBK)	12-14483	932.000 YEARBOOK
BHS	MATHEWS TEAM SPORTS	12-14514	610.000 SOCCER FUND-GIRLS
BHS	REIMBURSEMENTS	12-14470	910.000 DECA
BHS	VARIOUS VENDORS	12-14381	918.000 MU ALPHA THETA
BHS	REIMBURSEMENTS	12-13067	401.000 ADMINISTRATIVE EXP
BHS	RIDDELL/ALL AMERICAN SPOF	12-14213	601.075 FOOTBALL-GAME EQUIP
BHS	FLAGHOUSE INC	12-14261	520.526 WELLNESS CLASS FEES
BHS	HUMPHRYS	12-14446	401.000 ADMINISTRATIVE EXP
BHS	BANNERVILLE USA INC	12-14462	401.000 ADMINISTRATIVE EXP
BHS	PIONEER MANUFACTURING C	12-14496	601.109 GIRLS SOCCER-MISC
BHS	PIONEER MANUFACTURING C	12-14496	601.109 GIRLS SOCCER-MISC
BHS	PIONEER MANUFACTURING C	12-14496	610.000 SOCCER FUND-GIRLS
BHS	CBI	12-14503	414.000 EQUIPMENT
BHS	MATHEWS TEAM SPORTS	12-14506	601.146 VOLLEYBALL-UNIFORMS
BHS	MATHEWS TEAM SPORTS	12-14515	601.106 GIRLS SOCCER-UNIFORMS
BHS	PPG PAINT	12-14517	401.000 ADMINISTRATIVE EXP

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
R	1,405.70	WAITING ON TEACHER TO CONFIRM REPAIRS WERE DONE PROPERLY
R	1,500.00	ITEMS NOT RECEIVED
R	1,657.82	ITEMS NOT RECEIVED
R	1,275.00	ITEMS NOT RECEIVED
R	35,252.00	ITEMS NOT RECEIVED
R	5,000.00	ITEMS NOT RECEIVED
R	2,663.00	ITEMS NOT RECEIVED
R	4,203.92	INVOICE NOT RECEIVED
R	2,000.00	INVOICE NOT RECEIVED
G	180.00	INVOICE NOT RECEIVED
G	4,530.00	ITEMS NOT RECEIVED
G	3,896.04	ITEMS NOT RECEIVED
G	16,570.80	ITEMS NOT RECEIVED
G	10,960.00	ITEMS NOT RECEIVED
G	1,505.50	INVOICE NOT RECEIVED
G	387.50	ITEMS NOT RECEIVED
R	387.50	ITEMS NOT RECEIVED
G	14,666.73	ITEMS NOT RECEIVED
G	1,400.00	ITEMS NOT RECEIVED
G	245.00	ITEMS NOT RECEIVED
G	1,000.00	ITEMS NOT RECEIVED

School	Vendor	PO Number	Account (Number & Description)
BMS	SCHOOL DATEBOOKS	992	402.029 AGENDAS
BMS	SCHOOL SPIRIT BOWS	1030	613.000 DANCE TEAM

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
G	5,128.52	ITEMS NOT RECEIVED
R	5,915.00	INVOICE NOT RECEIVED

School	Vendor	PO Number	Account (Number & Description)
CCES	SCHOOLMATE	22-4283	402.000 2nd Grade Student Fees
CCES	SCHOOLMATE	22-4283	402.300 3rd Grade Student Fees
CCES	SCHOOLMATE	22-4283	402.400 4th Grade Student Fees
CCES	SCHOOLMATE	22-4283	402.500 5th Grade Student Fees
CCES	Great Southern Recreation	22-4326	906.985 Maintenance - PTO
CCES	Customink LLC	22-4376	930.000 ENCORE!
CCES	Amazon	22-4384	930.000 ENCORE!

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
G	539.50	Agendas for 2023-2024 not red'd
G	520.00	Agendas for 2023-2024 not red'd
G	520.00	Agendas for 2023-2024 not red'd
G	520.00	Agendas for 2023-2024 not red'd
R	33,897.00	Has not been installed and Billed
R	5,546.30	Encore T-shirts not received yet
R	563.14	Encore Items not received yet

School	Vendor	PO Number	Account (Number & Description)
CES	ODP BUSINESS SOL	3485	401.000 ADMIN EXPENSE
CES	SCHOOL-LABELS.COM	3489	401.000 ADMIN EXPENSE
CES	AMPLIFY AWARDS	3490	406.000 FUNDRAISING EXP

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
N	138.61	ITEMS NOT RECEIVED
N	829.00	INVOICE NOT RECEIVED
N	375.00	ITEMS NOT RECEIVED

School	Vendor	PO Number	Account (Number & Description)	Fund (G)eneral or
CGES	CBI	10863	912.000 LIB DONAT 910.000 BOOKFAIR	R
CGES	GREAT MATS	10823	404.002 PICTURES EXPENSE	G
CGES	SCHOOL DATEBOOK	10814	404.002 PICTURES EXPENSE	G
CGES	ULINE INC	10729	404.002 PICT 906.000 PTO	G/R
CGES	US GAMES	10706	405.003 YEARBOOK	G

Amount	Reason Not Liquidated
14,646.58	ITEMS NOT RECEIVED
2,107.51	ITEMS NOT RECEIVED
334.47	ITEMS NOT RECEIVED
2,514.20	ITEMS NOT RECEIVED
3,138.99	ITEMS NOT RECEIVED

School	Vendor	PO Number	Account (Number & Description)
CHS	Varsity	9255	656.000 FOOTBALL CHEER
CHS	MT SCORE	9256	601.000 ATHLETICS
CHS	FRUHAUF UNIFORMS	9277	802.000 BAND
CHS	DISCOUNT SCHOOL SUPPLY	9281	931.000 CTE CHILDCARE GRANT
CHS	VARSITY	9329	660.000 DANCE
CHS	TWINE	9330	867.000 COUGAR CREW
CHS	VARSITY	9348	660.000 DANCE
CHS	TWINE	9349	656.000 FOOTBALL CHEER

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
R	2,686.12	ITEMS NOT RECEIVED
G	2,040.00	ITEMS NOT RECEIVED
R	12,087.00	ITEMS NOT RECEIVED
R	1,299.67	INVOICE NOT RECEIVED
R	1,054.64	ITEMS NOT RECEIVED
R	482.06	ITEMS NOT RECEIVED
R	2,925.30	ITEMS NOT RECEIVED
R	1,070.60	ITEMS NOT RECEIVED

School	Vendor	PO Number	Account (Number & Description)
CSES	CBI	981	922.705 PTA DONATION
CSES	BLICK ART MATERIALS	1033	901.002 PTA SCHOOL DONATION
CSES	SCHOOL SPECIALTY, LLC	1036	901.002 PTA SCHOOL DONATION

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
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R	717.65	ITEMS NOT RECEIVED
R	3,501.80	ITEMS NOT RECEIVED
R	4,078.68	INVOICE NOT RECEIVED

School	Vendor	PO Number	Account (Number & Description)	Fund (G)eneral or (R)estricted
FHS	Riddell/All American Sports	58263	601.000/GENERAL ATHLETICS	G
FHS	Riddell/All American Sports	58312	601.000/GENERAL ATHLETICS	G
FHS	Jarvis	58379	603.000/BOYS BASKETBALL	R
FHS	Mathews Team Sports	58483	601.000/GENERAL ATHLETICS	G
FHS	Mathews Team Sports	58783	601.000/GENERAL ATHLETICS	G
FHS	That's Printing, Inc.	58800	601.000/GENERAL ATHLETICS	G
FHS	ABI Digital Solutions/Digital	58820	817.000/BAND	R
FHS	Section 16 Strategies	58838	601.000/GENERAL ATHLETICS	G
FHS	Graphics for Athletics	58875	613.000/FOOTBALL	R

Amount	Reason Not Liquidated
\$ 4,650.00	all items not received
\$ 33,000.00	all items not received
\$ 93.00	items not received
\$ 23,900.00	all items not received
\$ 500.00	all items not received
\$ 220.00	not received
\$ 370.00	not received
\$ 870.00	not received
\$ 460.00	not received

School	Vendor	PO Number	Account (Number & Description)
FvMS	Extreme Lighting and Sounc	33-4543	814.000 DRAMA
FvMS	Mathews Team Sports	33-4673	610.000 VOLLEYBALL
FvMS	Mathews Team Sports	33-4677	604.000 FOOTBALL

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
R	459.94	LIGHTS NOT RECEIVED
R	2,748.00	WAITING ON REPLACEMENT
R	5,996.00	ITEMS NOT RECEIVED

School	Vendor	PO Number	Account (Number & Description)
FVHS	LAKESHORE LEARNING MATEF	7484	925.502 - CHILDCARE STABILIZATION C
FVHS	VARSITY SPIRIT FASHIONS	7502	612.000 - CHEER
FVHS	ODP BUSINESS SOLUTIONS	7523	925.502 - CHILDCARE STABILIZATION C
FVHS	LAKESHORE LEARNING	7524	925.502 - CHILDCARE STABILIZATION C
FVHS	AMAZON CAPITAL SERVICES	7525	925.502 - CHILDCARE STABILIZATION C
FVHS	VARSITY SPIRIT FASHIONS	7526	612.000 - CHEER

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
R	3,794.17	ITEMS NOT RECEIVED
R	210.48	ITEMS NOT RECEIVED
R	725.02	INVOICE NOT RECEIVED
R	1,377.70	ITEMS NOT RECEIVED
R	695.00	INVOICE NOT RECEIVED
R	5,030.25	ITEMS NOT RECEIVED

School	Vendor	PO Number	Account (Number & Description)
GMS	STS DISTRIBUTION, LLC	89927	601.000 ATHLETICS
GMS	MATHEWS TEAM SPORTS	90043	601.000 ATHLETICS
GMS	ERIN POWERS	90151	621.002 VARSITY CHEER FEES
GMS	TWINE GRAPHIC DESIGN	90165	704.000 STRINGS
GMS	WCBOE	90166	704.000 STRINGS
GMS	JW PEPPER AND SON, INC	90167	704.000 STRINGS
GMS	JW PEPPER AND SON, INC	90168	700.000 BAND
GMS	MATHEWS TEAM SPORTS	90170	620.000 INVEST
GMS	TRIGREEN	90171	601.000 ATHLETICS
GMS	MATHEWS TEAM SPORTS	90186	601.000 ATHLETICS

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
R	2,210.00	INVOICE NOT RECEIVED
R	380.00	ITEMS NOT RECEIVED
R	300.00	INVOICE NOT RECEIVED
R	2,000.00	INVOICE NOT RECEIVED
R	2,000.00	INVOICE NOT RECEIVED
R	750.00	INVOICE NOT RECEIVED
R	100.00	INVOICE NOT RECEIVED
R	4,280.00	ITEMS NOT RECEIVED
R	1,100.00	ITEMS NOT RECEIVED
R	3,000.00	ITEMS NOT RECEIVED

School	Vendor	PO Number	Account (Number & Description)
HBES	Magntag	2609	928.000 Yearbook/Newspaper
HBES	Systems Integrations	2626	912.000 PTO
HBES	Angelle Gallers	2632	912.100 PTO Prof. Develop.
HBES	Elizabeth Boyd	2633	912.100 PTO Prof. Develop.

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
R	1,511.92	Not Received
R	22,938.00	Not Received
R	215.00	Receipts not received
R	215.00	Receipts not received

School	Vendor	PO Number	Account (Number & Description)
HEMS	FOLLETT CONTENT SOLUTIC	4160	906.000 RESTRICTED DONATIONS
HEMS	CORLEW AND PERRY, INC	4173	601.000 ATHLETICS
HEMS	CUSTOMINK LLC	4218	618.013 VOLLEYBALL (FR)

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
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R	52.37	ITEMS NOT RECEIVED
R	2,000.00	FLOOR NOT COMPLETED
R	1,323.78	ITEMS NOT RECEIVED

School	Vendor	PO Number	Account (Number & Description)	Fund (G)eneral or (R)estricted
HES	Systems Integrations	1021	909.000 SPECIFIC PTO DONATION	R
HES	Systems Integrations	1021	402.000 INSTRUCTIONAL EXPENS	G
HES	Shannon Robertson	1056	906.000 DONATIONS RESTRICTED	R
HES	WCS	1038	933.000 ENCORE SUMMER CAMP	R
HES	Amanda Harwell	1052	933.000 ENCORE SUMMER CAMP	R
HES	Marcos	1032	933.000 ENCORE SUMMER CAMP	R
HES	Amanda Harwell	1057	933.000 ENCORE SUMMER CAMP	R

Amount	Reason Not Liquidated
\$3,823.00	ITEMS NOT RECEIVED
\$7,646.00	ITEMS NOT RECEIVED
\$500.00	INVOICE NOT RECEIVED
\$34,000.00	ENCORE paperwork not received
\$1,200.00	ENCORE not over to complete
\$676.15	ENCORE not over to complete
\$300.00	ENCORE not over to complete

School	Vendor	PO Number	Account (Number & Description)
IHS	MATHEWS	10195	601.000 GENERAL ATHLETIC
IHS	WILLIAMSON MED CTR	10363	604.000 BASEBALL
IHS	MATHEWS	10417	601.000 GENERAL ATHLETIC
IHS	POCKET NURSE	10459	517.005 COLE - CLASS FEES
IHS	FLINN	10561	514.015 KUEBLER-LIBMAN-C
IHS	LAKESHORE LEARNING MATERIALS	10640	925.501 CHILDCARE GRANT
IHS	MATHEWS	10650	601.000 GENERAL ATHLETIC
IHS	ODP	10713	804.000 DRAMA CLUB
IHS	ON PROMOS	10725	631.000 VAR FOOTBALL CHE
IHS	MATHEWS	10742	801.000 BAND
IHS	PROFESSIONAL AV SYS	10757	423.000 SCHOOLWIDE EXPE
IHS	PROFESSIONAL AV SYS	10757	930.025 PEPSI DONATION - :
IHS	PROFESSIONAL AV SYS	10757	601.000 GENERAL ATHLETIC
IHS	PROFESSIONAL AV SYS	10758	601.000 GENERAL ATHLETIC
IHS	CURATED EVENTS	10762	410.002 GRADUATION FEES
IHS	GS IRRIGATION	10766	601.000 GENERAL ATHLETIC
IHS	VARSITY SPIRIT	10768	801.000 BAND
IHS	STANBURY UNIFORMS	10770	801.000 BAND
IHS	PANDA INK	10771	615.000 DANCE
IHS	CBI	10774	423.000 SCHOOLWIDE EXPE
IHS	BARBELL VOODOO	10776	842.000 FRESHMAN ACADEI
IHS	CBI	10778	423.000 SCHOOLWIDE EXPE
IHS	SCHOOL CASH SUPP	10781	401.003 OFFICE SUP/MATEF
IHS	ON PROMOS	10783	842.000 FRESHMAN ACADEI

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
G	3,500.00	BACKORDERED
G	1,000.00	NOT INVOICED YET
G	2,652.00	ITEMS NOT RECEIVED
G	155.29	RCD LATE- NOT INVOICED YET
G	111.90	RCD LATE- NOT INVOICED YET
G	332.55	BACKORDERED
G	2,585.80	BACKORDERED
G	200.00	NOT INVOICED YET
G	1,040.44	ITEMS NOT RECEIVED
G	1,182.00	ITEMS NOT RECEIVED
G	5,000.00	ITEMS NOT RECEIVED
R	7,000.00	ITEMS NOT RECEIVED
G	7,508.76	ITEMS NOT RECEIVED
G	16,224.00	ITEMS NOT RECEIVED
G	7,513.60	ITEMS NOT RECEIVED
G	700.00	NOT INVOICED YET
G	1,519.45	ITEMS NOT RECEIVED
G	2,310.00	ITEMS NOT RECEIVED
G	400.00	ITEMS NOT RECEIVED
G	8,865.78	ITEMS NOT RECEIVED
G	2,612.50	ITEMS NOT RECEIVED
G	2,245.80	ITEMS NOT RECEIVED
G	71.45	NOT INVOICED YET
G	2,450.00	ITEMS NOT RECEIVED

School	Vendor	PO Number	Account (Number & Description)
KES	HUNTER BLAKE PROD	15722	910.013 DONATION FROM PTO AV
KES	NODDY AND CO. INC	15739	932.000 ENCORE
KES	CAPITAL ONE TRADE CR	15748	932.000 ENCORE
KES	CAPITAL ONE TRADE CR	15749	932.000 ENCORE
KES	CAPITAL ONE TRADE CR	15750	932.000 ENCORE

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
R	9,370.00	ITEMS NOT RECEIVED
R	1,539.60	INVOICE NOT RECEIVED
R	100.00	INVOICE NOT RECEIVED
R	40.00	INVOICE NOT RECEIVED
R	150.00	INVOICE NOT RECEIVED

School	Vendor	PO Number	Account (Number & Description)
LES	Perma Bound	21341	945.0 Book Fair
LES	School Specialty	21380	919.0 PTO
LES	Amazon	21381	919.0 PTO
LES	School Specialty	21382	919.0 PTO
LES	Solution Tree	21226	915.0 City of Brentwood

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
R	1,013.62	Books not available yet
R	3,374.64	late donation by PTO
R	2,444.83	late donation by PTO
R	357.72	late donation by PTO
R	5,200.00	P.D. not until July 25th

School	Vendor	PO Number	Account (Number & Description)
LMS	MATHEWS TEAM SPORTS	946	609.001 SOFTBALL FUNDRAISER
LMS	MUSIC AND ARTS	1037	701.000 BAND FEES
LMS	VARSITY SPIRIT FASHIONS	1056	612.001 CHEER FUNDRAISER
LMS	VARSITY SPIRIT FASHIONS	1059	601.000 GENERAL ATHLETICS
LMS	APPLE, INC.	1060	806.000 THEATER
LMS	MATHEWS TEAM SPORTS	1061	602.104 GIRLS BASKETBALL FNDRSR
LMS	MATHEWS TEAM SPORTS	1063	611.200 GIRLS SOCCER DONATIONS
LMS	TRI STAR ENERGY LLC	1064	601.000 GENERAL ATHLETICS
LMS	SCHOOL CASH SUPPLIES	1066	401.003 ADMIN EXPENSE
LMS	TENNIS WAREHOUSE	1070	601.000 GENERAL ATHLETICS
LMS	TYLER MCFERRAN	1071	601.000 GENERAL ATHLETICS

Fund (G)eneral or (R)estricted	Amount
R	825.00
R	355.68
R	1,212.05
R	2,112.50
R	1,368.00
R	3,246.00
R	2,990.40
R	75.00
G	241.81
R	416.50
R	150.00

Reason Not Liquidated

ITEMS NOT CORRECT - WAITING ON CORRECTION

BACKORDERED ITEMS

WAITING ON DELIVERY

WAITING FOR MONTHLY BILL

DELIVERY DELAYS

DIDN'T RECEIVE - WAITING FOR REPLACEMENT ORDER

WAITING FOR TYLER TO COMPLETE TRAININGS AND SUBMIT FOR REIMBURSEMENT

School	Vendor	PO Number	Account (Number & Description)
MCMS	VARSITY SPIRIT FASHIONS	3178	612.000 CHEER

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
R	841.75	ITEMS NOT RECEIVED

School	Vendor	PO Number
NES	OFFICE RESOURCES, INC	1768
NES	HUNTER BLAKE PRODUCTIONS	1749

Account (Number & Description)

905.022 2022/2023 NES WISH LIST

905.021 2021/2022 NES WISH LIST-905.022 2022/2023 NES WISH LIST

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
R	1,170.97	ITEMS NOT RECEIVED
R	11,974.00	ITEMS NOT RECEIVED

School	Vendor	PO Number	Account (Number & Description)
NHS	DELL COMPUTER COMPAN	5558	903.000 BEP POOLED
NHS	WCBOE	5768	602.002 BASKETBALL-BOYS
NHS	CBI	5914	818.000 STUDENT COUNCIL
NHS	CBI	5914	818.222 STUDENT COUNCIL PROM
NHS	VARSITY	5918	613.000 DANCE TEAM

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
G	352.00	ITEMS NOT RECEIVED
R	1,400.00	INVOICE NOT RECEIVED
R	14,000.40	ITEMS NOT RECEIVED
R	4,251.00	ITEMS NOT RECEIVED
R	480.00	ITEMS NOT RECEIVED

School	Vendor	PO Number	Account (Number & Description)
PHS	WARDS SCIENCE	32407	508.007 DUPLESSIS CLASS FEE
PHS	WENGER CORP	32491	851.000 BAND
PHS	VARSITY SPIRIT FASHIONS	32536	601.000 GENERAL ATHLETICS
PHS	VARSITY SPIRIT FASHIONS	32540	615.000 VARSITY CHEER
PHS	VARSITY SPIRIT FASHIONS	32541	615.100 JV CHEER
PHS	VARSITY SPIRIT FASHIONS	32551	409.000 PARKING FEE

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
G	113.22	ITEMS NOT RECEIVED
R	11,496.21	ITEMS NOT RECEIVED
R	2,508.30	ITEMS NOT RECEIVED
R	341.85	ITEMS NOT RECEIVED
R	2,361.25	ITEMS NOT RECEIVED
G	1,166.00	ITEMS NOT RECEIVED

School	Vendor	PO Number	Account (Number & Description)	Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
RHS	SYSTEM INTEGRATIONS, INC	27924	907.012 RESTRICTED PTO DONATIONS	R	7,646.00	ITEMS NOT RECEIVED
RHS	SYSTEM INTEGRATIONS, INC	27952	402.001 CLASSROOM FURNITURE, EQUIPMENT	G	7,646.00	ITEMS NOT RECEIVED
RHS	CORLEW AND PERRY, INC	27756	630.003 ATH. CONC. FIELD MAINTENANCE	R	1,503.00	WORK NOT COMPLETED
RHS	HOWIES ATHLETIC TAPE	27961	601.050 ATH. SPONSOR-BJIT	R	1,952.29	INVOICE NOT RECEIVED
RHS	MATHEWS TEAM SPORTS	27660	601.023 GA EQUIPMENT, UNIFORMS	R	2,104.00	ITEMS NOT RECEIVED
RHS	MATHEWS TEAM SPORTS	27772	601.023 GA EQUIPMENT, UNIFORMS	R	5,075.00	ITEMS NOT RECEIVED
RHS	MATHEWS TEAM SPORTS	27859	622.000 BASKETBALL, GIRLS	R	636.00	ITEMS NOT RECEIVED
RHS	MATHEWS TEAM SPORTS	27871	623.000 BASEKETBALL, BOYS	R	320.00	ITEMS NOT RECEIVED
RHS	MATHEWS TEAM SPORTS	27878	601.023 GA EQUIPMENT, UNIFORMS	R	2,711.00	ITEMS NOT RECEIVED
RHS	MATHEWS TEAM SPORTS	27937	601.023 GA EQUIPMENT, UNIFORMS	R	6,492.00	ITEMS NOT RECEIVED
RHS	MATHEWS TEAM SPORTS	27941	601.023 GA EQUIPMENT, UNIFORMS	R	1,468.00	ITEMS NOT RECEIVED
RHS	MATHEWS TEAM SPORTS	27987	601.023 GA EQUIPMENT, UNIFORMS	R	2,134.00	ITEMS NOT RECEIVED
RHS	MT SCORE	27065	630.002 ATH. CONC. EXPENSE	R	1,500.00	INVOICE NOT RECEIVED
RHS	TURF DOCTOR, LLC	27940	630.003 ATH. CONC. FIELD MAINTENANCE	R	578.00	WORK NOT COMPLETED
RHS	TURF DOCTOR, LLC	27946	630.003 ATH. CONC. FIELD MAINTENANCE	R	435.00	WORK NOT COMPLETED
RHS	TWINE GRAPHIC DESIGN	27956	627.000 SIDELINE CHEERLEADING	R	1,772.95	ITEMS NOT RECEIVED
RHS	TWINE GRAPHIC DESIGN	28004	627.000 SIDELINE CHEERLEADING	R	230.00	ITEMS NOT RECEIVED
RHS	VARSITY SPIRIT FASHIONS, LLC	27982	613.000 SIDELINE DANCE	R	2,493.30	ITEMS NOT RECEIVED
RHS	VARSITY SPIRIT FASHIONS, LLC	27983	613.000 SIDELINE DANCE	R	550.50	ITEMS NOT RECEIVED
RHS	VARSITY SPIRIT FASHIONS, LLC	28001	613.000 SIDELINE DANCE	R	7,142.45	ITEMS NOT RECEIVED
RHS	WISE COACHES, INC	27944	627.000 SIDELINE CHEERLEADING	R	942.50	ITEMS NOT RECEIVED

School	Vendor	PO Number	Account (Number & Description)
SES	SCHOOL DATEBOOKS	2783	401.000 ADMINISTRATIVE EXP
SES	WIZARD CREATIONS, INC	2872	934.000 ENCORE - SUMMER CAMP
SES	WALMART	2877	934.000 ENCORE - SUMMER CAMP
SES	WALMART	2880	934.000 ENCORE - SUMMER CAMP
SES	AMAZON	2886	934.000 ENCORE - SUMMER CAMP
SES	ODP BUSINESS SOLUTIONS, LLC	2887	932.016 PTO - OFFICE SUPPLIES
SES	AMAZON	2888	934.000 ENCORE - SUMMER CAMP
SES	DREW PERRY	2889	924.000 TEACHER MORALE
SES	AMAZON	2890	934.000 ENCORE - SUMMER CAMP

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
G	1,471.16	ITEM NOT RECEIVED YET
R	2,177.58	ITEM NOT RECEIVED YET
R	125.00	ITEM NOT RECEIVED YET
R	25.00	BILL NOT RECEIVED YET
R	85.59	ITEM NOT RECEIVED YET
R	383.81	ITEM NOT RECEIVED YET
R	351.36	ITEM NOT RECEIVED YET
R	130.15	ITEM NOT RECEIVED YET
R	39.11	ITEM NOT RECEIVED YET

School	Vendor	PO Number	Account (Number & Description)
SMS	Lee Hughes	2764	601.001 Gen. Athletics

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
R	1,850.00	ITEMS NOT RECEIVED

School	Vendor	PO Number
SSMS	ENGINEERED TIXTILE PRODUCTS	6278
SSMS	MATHEWS TEAM SPORTS	6239
SSMS	MATHEWS TEAM SPORTS	6255
SSMS	MARCO'S PIZZA	6130
SSMS	MARCO'S PIZZA	6272

Account (Number & Description)	Fund (G)eneral or (R)estricted	Amount
607.000 TRACK	R	651.50
610.001 VOLLEYBALL FUNDRAISERS	R	1,600.00
601 &604.001 ATHLETICS/FOOTBALL	R	2,360.00
602.001 GIRLS BASKETBALL	R	78.00
603.001 BASEBALL FUNDRAISERS	R	100.00

Reason Not Liquidated

INVOICE NOT RECEIVED

School	Vendor	PO Number	Account (Number & Description)
SSES	GREAT SOUTHERN RECREA	8232	906.708-PTO DONATIONS
SSES	ENTERPRISE HOLDINGS	8235	903.000 BRENTWOOD DONATION
SSES	MUSIC CITY MINI GOLF	8336	924.000 EMPLOYEE MORALE

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
R	17,823.19	ITEMS NOT RECEIVED
R	231.01	PLC TRIP DATE IS JULY 9-12
R	648.99	SPLITTING COST WITH MCES-TEAM BUILDING FIRST DAY JULY 31

School	Vendor	PO Number	Account (Number & Description)
TSMS	Lawn Value, LLC	1729	601.000 Athletics
TSMS	Mathew Team Sports	1750	601.000,602.002,602.003, 602.001
TSMS	Mathew Team Sports	1769	610.100 Volleyball Fundraising
TSMS	Varistiy Spirit Fashions	1781	613.000 Dance Team
TSMS	Mathew Team Sports	1794	601.000 Athletics
TSMS	Mathew Team Sports	1805	601.000 Athletics
TSMS	Mathew Team Sports	1809	601.000 Athletics

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
R	2,000.00	\$990.00 balance open for mowing
R	8,956.00	Items have not been received
R	870.00	Items have not been received
R	2,786.98	Items have not been received
R	4,600.00	Items have not been received
R	398.00	Items have not been received
R	600.00	Items had to be ordered not received

School	Vendor	PO Number	Account (Number & Description)
WGES	COMMTECH	3562	901.000 BEP POOLED
WGES	COMMTECH	3562	407.200 DONATION EXP - PTA

Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
R	1,180.68	NOT RECEIVED YET
G	1,771.02	NOT RECEIVED YET

School	Vendor	PO Number	Account (Number & Description)	Fund (G)eneral or (R)estricted	Amount	Reason Not Liquidated
WMS	MATHEWS TEAM SPORTS	4362	601.000 ATHLETICS	R	2,050.00	ITEMS NOT RECEIVED
WMS	MATHEWS TEAM SPORTS	5111	601.000 ATHLETICS	R	9,980.00	ITEMS NOT RECEIVED
WMS	MATHEWS TEAM SPORTS	5140	604.010 VOLLEYBALL FEES	R	631.58	ITEMS NOT RECEIVED
WMS	MATHEWS TEAM SPORTS	5140	604.000 VOLLEYBALL FUNDRAISING	R	216.90	ITEMS NOT RECEIVED
WMS	MATHEWS TEAM SPORTS	5140	601.000 ATHLETICS	R	521.52	ITEMS NOT RECEIVED
WMS	MATHEWS TEAM SPORTS	5188	630.000 ATHLETICS CONCESSIONS	R	3,000.00	ITEMS NOT RECEIVED
WMS	MATHEWS TEAM SPORTS	5189	601.000 ATHLETICS	R	2,800.00	ITEMS NOT RECEIVED
WMS	MATHEWS TEAM SPORTS	5189	635.000 PE	R	2,800.00	ITEMS NOT RECEIVED
WMS	MATHEWS TEAM SPORTS	5200	604.510 WRESTLING FEES	R	3,136.54	ITEMS NOT RECEIVED
WMS	MATHEWS TEAM SPORTS	5200	601.000 ATHLETICS	R	178.46	ITEMS NOT RECEIVED
WMS	MATHEWS TEAM SPORTS	5202	910.000 PTO DONATIONS	R	5,075.00	ITEMS NOT RECEIVED
WMS	MATHEWS TEAM SPORTS	5211	603.000 BASEBALL FUNDRAISING	R	850.00	ITEMS NOT RECEIVED
WMS	MATHEWS TEAM SPORTS	5215	601.000 ATHLETICS	R	2,050.00	ITEMS NOT RECEIVED
WMS	MATHEWS TEAM SPORTS	5218	601.010 ATHLETICS-SEASON PASSES	R	5,500.00	ITEMS NOT RECEIVED
WMS	MATHEWS TEAM SPORTS	5225	903.000 BAND FUNDRAISING	R	9,999.99	ITEMS NOT RECEIVED
WMS	ALL BRASS	4925	903.000 BAND FUNDRAISING	R	95.00	INVOICE NOT RECEIVED
WMS	VARSITY SPIRIT FASHIONS	5190	612.010 CHEERLEADING - FEES	R	1,087.55	ITEMS NOT RECEIVED
WMS	CBI	5204	401.000 ADMINISTRATIVE EXPENSE	N	7,497.15	ITEMS NOT RECEIVED
WMS	VARSITY SPIRIT FASHIONS	5223	613.010 DANCE TEAM - FEES	R	6,206.80	ITEMS NOT RECEIVED
WMS	1ST DAY SCHOOL SUPPLIES	5193	402.010 INSTRUCTIONAL EXPENSES - €	R	1,404.00	ITEMS NOT RECEIVED
WMS	1ST DAY SCHOOL SUPPLIES	5194	402.000 INSTRUCTIONAL EXPENSES	R	457.99	ITEMS NOT RECEIVED
WMS	CBI	5209	910.000 PTO DONATIONS	R	10,182.90	ITEMS NOT RECEIVED
WMS	PRO-TUFF DECALS, INC.	5222	602.000 FOOTBALL FUNDRAISING	R	514.20	ITEMS NOT RECEIVED
WMS	NANCY EVANS FLOORING	5226	601.000 ATHLETICS	R	900.00	WORK NOT FINISHED
WMS	WCBOE	5229	601.000 ATHLETICS	R	1,500.00	WORK NOT FINISHED
WMS	MATHEWS TEAM SPORTS	5230	630.000 ATHLETIC CONCESSIONS	R	3,000.00	ITEMS NOT RECEIVED
WMS	AMAZON	5235	601.000 ATHLETICS	R	36.08	ITEMS NOT RECEIVED

Williamson County Board of Education

Annual Agenda 2023-2024

Approval based on Board Policy 1.4031

August

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

September

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

October

November

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

December

January

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

February

- Approval of Family Tuition Rate
- Approval of School Fees
- ENCORE Summer Enrichment Program Fees

March

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

April

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

May

- Board Evaluation of Superintendent
- Approval of ESEA Grants
- High Performing School District Flexibility Act (Every 3 years 2026, 2029, 2032...)
- Approval of School Board Meeting Dates

June

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

July

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



MEMORANDUM

TO: Williamson County School Board

FROM: Vickie Hall, Assistant Superintendent of Human Resources

DATE: August 9, 2023

RE: Sick Bank Trustee Recommendation for 2023-24

Pursuant to Williamson County Board of Education Sick Leave Policies - Teacher 5.3021, Educator Sick Leave Bank shall be administered by a committee of sick leave trustees. WCEA appoints and approves educators for the Educator Sick Bank Committee. One of the educators will serve her first year as an appointee, the other educator served last year, and is in her second term. The Board of Education is responsible for appointing two of its members to the committee. Mr. Golden or his designee will chair the committee. Committee membership recommended for approval for the 2023-24 school year is as follows.

Certified Sick Bank

Eric Welch (2nd year to serve)
Eliot Mitchell (2nd year to serve)

2 WCEA Representatives

Angela Frederick (1st year to serve)
Brigid Day (2nd year to serve)

Staff recommends approval.



MEMORANDUM

To: Brian King, Assistant Superintendent for Operations
From: Eric J. Gardner, P.E., Director of Facilities & Construction
Date: August 8, 2023
Re: One Heart Ministries International Lease Request at Pearre Creek Elementary School

One Heart Ministries International has requested use of Pearre Creek Elementary School for worship services for an extended period of time. This request is governed under WCS School Board Policy 3.206 and related administrative guidelines. The lease request is for the following:

- Cafeteria
- Use period – Weekly on Sunday for worship services.
- Term of lease – September 3, 2023, to September 1, 2024, with renewal each year thereafter to a maximum of 6 years total (September 2, 2029).
- The tenant will be required to reimburse WCS for all use fees and building supervision not waived.

Staff recommends approval.



LEASE

THIS LEASE made and entered into this 17th day of August, 2023, between Williamson County Board of Education, hereinafter called "Landlord" and One Heart Ministries International, hereinafter called "Tenant".

WITNESSETH:

FOR AND in consideration of the rentals, undertakings and mutual covenants hereinafter set forth, Landlord hereby leases to Tenant, and Tenant hereby leases from Landlord, subject to the terms and conditions hereinafter expressed, certain portions of improved real estate located in Williamson County, Tennessee, and described more particularly as:

Name: Pearre Creek Elementary
Address: 1811 Townsend Blvd.
Franklin, TN 37064
Description of Space: Cafeteria

Said improved real estate is hereinafter referred to sometimes as the "leased premises." TO USE the leased premises, together with the improvements and appurtenances thereto belonging, unto Tenant, its successors and assigns for a term of 12 months, beginning September 3, 2023 and ending September 1, 2024, unless sooner terminated as hereinafter provided. Said lease may be extended for a term not to exceed five (5) annual renewals at the discretion of the Landlord upon application by the Tenant. The terms of this lease shall be subject to all Board of Education policies as amended from time to time.

THE PARTIES HERETO MUTUALLY COVENANT AND AGREE AS FOLLOWS, THIS LEASE BEING EXPRESSLY SUBJECT TO THE TERMS AND CONDITIONS HEREINAFTER SET OUT:

1. Rent. Tenant agrees to pay to Landlord for the leased premises during the term hereof basic rent at the rate of seven thousand twenty dollars and zero cents (\$7,020) per annum, payable in twelve (12) installments of approximately five hundred eighty five dollars and zero cents (\$585.00) per month. All rentals are payable in advance on the first day of each and every month and shall be payable without notice or demand and without deduction, set-off or abatement except as otherwise provided specifically in this Lease. The amount of rent designated herein is subject to change as the areas requested for use in the premises change. All areas used and charges therefore shall be designated in an exhibit to be attached to the lease. Changes in the rental amount resulting from changes in the space the Tenant wishes to lease shall be effectuated by amendment to the original exhibit and shall not constitute a new lease nor shall it extend any lease into which Landlord and Tenant have entered. Applicable fees will be charged for building supervision, custodial services, supplies, cafeteria use, WCS food service employees, and manager fees. Tenant agrees to pay the amounts billed for any said expenses. The Tenant and Landlord agree that the following areas of the premises are leased on the days of the week noted for the agreed to period of lease.

Name of School: Pearre Creek Elementary
Areas to be Used: Cafeteria
Use period: Sunday Each Week Beginning September 3, 2023, through September 1, 2023
Estimated Supervision Cost: \$4,472.00 per annum
Estimated Custodial Cost: \$5,980.00 per annum

The Tenant agrees that no other areas of the building may be used without authorization, in writing and amended to this lease agreement. The time period the building may be occupied is an eight (8) hour period per day, beginning not before 7:00 A.M. and ending by 6:00 P.M.

2. Conditions. Tenant agrees that it has examined the leased premises and accepts the same in their present state and condition as of the date hereof without any representations or warranties, express or implied, in fact or in law, by Landlord as to the nature, condition or usability thereof or as to the use or uses to which the leased premises may be put. Williamson County Schools does not warrant that the facility is being currently maintained and will not be responsible for inspection and maintenance of the facility while it is being used by Tenant.

3. Signage. Tenant shall not be permitted to place signage over any signs erected by Williamson County Schools that are used to identify the property. Tenant further agrees that no temporary signage shall be placed upon property without the express written consent of the school district. Should the district agree to allow signage, it shall be in accordance with the written conditions set forth by the district, county, city and other governing agencies. Tenant shall be responsible for all permits and fees for signage. Signs may not be erected more than twenty-four hours before usage of the facility and must be promptly removed upon completion of the use.

4. Use. Tenant agrees that it will not use or allow the leased premises or any part thereof to be used or occupied for any unlawful purpose or any purpose contrary to the published policies of the Williamson County Board of Education and will not permit any act to be done or any condition to exist on the leased premises which may constitute a nuisance, public or private, or which may make void or voidable any insurance then in force with respect to the leased premises. Tenant agrees that it will comply promptly with all laws and regulations of federal, state and municipal authorities applicable to the leased premises and to the business conducted thereon.

5. Improvements and Repairs. Landlord shall have no obligation of any kind, nature or description with respect to the leased premises or any improvements thereon. No structural alterations of, or additions to, any improvements currently on the leased premises or the construction or placement of any other improvements upon the leased premises shall be made by Tenant. Tenant covenants that at no time during the term hereof will it create, or permit to be created or to remain, and will promptly discharge, any lien, encumbrance or charge upon the leased premises.

6. Assumption of Risk. Tenant shall, and does hereby, assume all risks of loss or injury to the property or person of all persons at any time coming upon the leased premises during the term hereof and Tenant shall, and does hereby agree to, indemnify and save harmless Landlord for and from any and all claims, demands, suits, judgment costs or expenses on account of any such loss or injury and any loss or injury which arise from any failure of Tenant, its officers, agents or employees to obey any applicable laws. Tenant shall be responsible for any attorney's fees and costs of Landlord incurred as a result of any such loss. To that end, Tenant shall, at its own cost and expense, maintain general public liability insurance for and on the leased premises, naming itself and Landlord as insured parties, with limits of not less than one million dollars (\$1,000,000) per occurrence for bodily injury or death and one million dollars (\$1,000,000) per occurrence for property damage. Such insurance shall

be affected by a valid and enforceable policy or policies issued by an insurance company of recognized responsibility licensed to do business in the State of Tennessee and shall contain a provision that coverage cannot be cancelled without ten (10) days' written notice to Landlord. Tenant shall furnish to Landlord a copy of such policy or policies evidencing that the required insurance is in full force and effect.

7. Damage or Destruction. Tenant shall at all times during the term hereof, at its own cost and expense, insure and keep in full force and effect on any improvements situated on the leased premises a policy or policies of fire and casualty insurance (extended coverage) in the minimum amount of one million dollars (\$1,000,000). Such policy or policies shall name Landlord as the loss payee and shall contain a provision that coverage cannot be cancelled without ten (10) days' written notice to Landlord. Such insurance shall be effected by a valid and enforceable policy or policies issued by an insurance company of recognized responsibility doing business in the State of Tennessee, and Tenant shall furnish to Landlord a copy of such policy or policies evidencing that the required insurance is in full force and effect. In the event said improvements are destroyed or damaged by fire or other casualty to the extent that Tenant cannot continue to operate and occupy any portion thereof, Landlord may, at its option, elect to rebuild, replace or restore the improvements or may elect not to do so. The basic rental payments hereunder shall cease as of the date of total destruction of said improvements and shall not commence again until the same have been repaired or replaced. In the event said improvements are destroyed and Landlord elects not to rebuild, restore or replace, then this Lease shall be terminated upon the date of such destruction and all insurance proceeds shall be retained by Landlord as its own.

8. Condemnation. If the whole of the leased premises, or such portion thereof as will make the leased premises unsuitable for Tenant's purposes, is condemned for any public use or purpose of any legally constituted authority, this Lease shall be terminated automatically upon the date when possession is taken by such public authority, and rent shall be accounted for between Landlord and Tenant as of the date of surrender of possession. In the event only a portion of the leased premises is condemned for any public use or purpose without rendering the leased premises unsuitable for the purposes of Tenant, there shall be no termination of the Lease on such account and no abatement of rent. Any and all monetary awards for the taking of the leased premises by eminent domain or under the threat thereof and for incidental damages thereto shall belong to and inure to the exclusive benefit of Landlord.

9. Quiet Enjoyment. Landlord covenants that it has good title to the leased premises and is under no disability which would impair its right to enter into this Lease. Tenant, upon the payment of the rent herein provided and upon performance of all the terms and conditions hereof shall quietly have and enjoy the leased premises during the term hereof without hindrance by or disturbance from Landlord or anyone claiming by or through Landlord.

10. Surrender. Tenant shall, upon the last day of the term or upon the sooner termination as herein provided, peaceably and quietly surrender the leased premises to Landlord, including all improvements thereon, in as good condition and repair as at the commencement of the term, normal wear and tear excepted. Tenant may, upon the termination of this Lease if it is not in default hereunder, remove from the leased premises all movable trade fixtures and equipment installed by Tenant thereon, provided any damage or other injury to the leased premises resulting from such removal be adequately repaired and the leased premises fully restored by Tenant. All such fixtures and equipment not removed promptly by Tenant upon the termination hereof shall become the property of Landlord.

11. Termination and Landlord's Rights upon Default. This lease may be terminated by Landlord without cause at any time upon ninety (90) days written notice to Tenant. Further, if proceedings are commenced against or by Tenant in any court under a Bankruptcy Act or for the appointment of a Trustee or Receiver of Tenant's property, or if there shall be a default in the payment of rent or any part thereof, or other payment due hereunder, for more than ten (10) days after written notice of such default is given by Landlord to Tenant, or if there shall be default in the performance of any other covenant, agreement or condition herein contained on the part of Tenant for more than thirty (30) days after written notice by Landlord, this Lease shall thereupon be terminated at Landlord's option, and Landlord shall have the right to re-enter or repossess the leased premises and dispossess and remove there from Tenant, or other occupants thereof and their effects, without being liable for any prosecution therefore. In such case, Landlord may, at its option, re-let the leased premises or any part thereof as the agent of Tenant, and Tenant shall pay the difference between the rent and other costs and charges herein reserved and agreed to be paid by Tenant for the portion of the term remaining at the time of re-entry or repossession and the amount, if any, received or to be received under such re-letting for such portion of the term. Should this Lease be placed in the hands of an attorney for default or breach, or for the enforcement of any rights herein reserved or stipulated, Tenant agrees to pay all costs incident thereto, including a reasonable attorney's fee.

12. Landlord's Right to Perform. If Tenant shall default in the performance of any covenant or condition of this Lease required to be performed by Tenant, Landlord may, at its option, perform such covenant or condition for the account and at the expense of Tenant. The amount of any expense so incurred shall be deemed additional rent and may, at the option of Landlord, be added to any subsequent installment of the net monthly rent due and payable under this Lease, in which event Landlord shall have the remedies for default in the payment thereof provided by this Lease. The provisions of this paragraph shall survive the termination of this Lease.

13. No Waiver. The failure of Landlord or Tenant to insist upon a strict performance of any term or condition of this Lease shall not be deemed a waiver of any right or remedy that Landlord or Tenant may have and shall not be deemed a waiver of any subsequent breach of such term or condition.

14. Landlord-Tenant Relationship. It is expressly agreed and understood that Landlord shall not be construed or held to be a partner or associate of Tenant in the conduct of its business, it being expressly understood and agreed that the sole relationship between the parties hereto is that of landlord and tenant.

15. Assignment. Tenant covenants not to assign this Lease or sublet the leased premises in whole or in part.

16. Notices. All notices and other communications to be given hereunder by either party shall be in writing and shall be delivered personally or mailed, postage prepaid, by first class mail to the other (and the date of any notice by certified or registered mail shall be deemed to be the date of certification or registration thereof) delivered or addressed to the parties as follows:

Landlord: Williamson County Board of Education
1320 West Main Street, Suite 202
Franklin, Tennessee 37064
Attn: Jason Golden, Superintendent of Schools

Tenant: One Heart Ministries International
1245 Carter Street
Franklin, TN 37064
Attn: Marvin Young, II

or, at such other address as either party may later designate in writing.

17. Entire Agreement. The entire agreement between the parties hereto is contained in this instrument and it is expressly agreed that no obligations of Landlord or Tenant shall be implied in addition to those herein expressly contained. Any amendment to this Lease must be in writing signed by the parties hereto in order to be binding.
18. Binding Effect. The terms and provisions of this Lease shall be binding upon and inure to the benefit of the parties hereto and to their respective successors and assigns.

IN WITNESS WHEREOF, the parties hereto on the day and date first above written have executed this Lease at Franklin, Tennessee.

LANDLORD: Williamson County Board of Education

By: _____

Jason Golden, Director of Schools

TENANT: One Heart Ministries International

By: _____

Marvin Young, II



Tre Hargett
Secretary of State

Division of Business Services
Department of State
State of Tennessee
312 Rosa L. Parks AVE, 6th FL
Nashville, TN 37243-1102

Filing Information

Name: **One Heart Ministries International**

General Information

SOS Control #	000924063	Formation Locale:	TENNESSEE
Filing Type:	Nonprofit Corporation - Domestic	Date Formed:	09/21/2017
	09/21/2017 10:32 AM	Fiscal Year Close	12
Status:	Active	Religious Corp:	Yes
Duration Term:	Perpetual		
Public/Mutual Benefit:	Public		

Registered Agent Address

MARVIN YOUNG
1245 CARTER ST
FRANKLIN, TN 37064-3503

Principal Address

1245 CARTER ST
FRANKLIN, TN 37064-3503

The following document(s) was/were filed in this office on the date(s) indicated below:

<u>Date Filed</u>	<u>Filing Description</u>	<u>Image #</u>
01/27/2023	2022 Annual Report	B1328-7064
06/30/2022	2021 Annual Report	B1241-7368
06/03/2022	Notice of Determination	B1224-2119
05/06/2021	2020 Annual Report	B1029-4000
04/06/2020	2019 Annual Report	B0853-3593
08/14/2019	Application for Reinstatement	B0748-5821
	Filing Status Changed From: Inactive - Dissolved (Administrative) To: ACTIVE	
	Inactive Date Changed From: 08/06/2019 To: No Value	
08/14/2019	2018 Annual Report	B0748-5774
08/06/2019	Dissolution/Revocation - Administrative	B0744-2696
	Filing Status Changed From: Active To: Inactive - Dissolved (Administrative)	
	Inactive Date Changed From: No Value To: 08/06/2019	
06/01/2019	Notice of Determination	B0715-6862
04/17/2018	2017 Annual Report	B0540-2525
09/21/2017	Initial Filing	B0443-3939

Active Assumed Names (if any)

<u>Date</u>	<u>Expires</u>
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/28/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER CAPITOL INSURANCE SERVICES, LLC 5016 SPEDALE CT #279 SPRING HILL TN 37174-6105		CONTACT NAME: David Comer PHONE (A/C, No, Ext): (615) 425-2002 E-MAIL ADDRESS: DAVID@capitolinstn.com FAX (A/C, No): (615) 807-4885	
INSURED ONE HEART MINISTRIES INT'L 1245 CARTER ST FRANKLIN TN 37064-3503		INSURER(S) AFFORDING COVERAGE INSURER A : ERIE INS CO INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	
		NAIC # 26263	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR		POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
		INSR	WVD					
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			Q61-0287293	05/12/2023	05/12/2024	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
AUTOMOBILE LIABILITY							COMBINED SINGLE LIMIT (Ea accident)	\$
<input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
UMBRELLA LIAB							EACH OCCURRENCE	\$
<input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE							AGGREGATE	\$
								\$
<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$							PER STATUTE	OTH-ER
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY							E.L. EACH ACCIDENT	\$
ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N <input type="checkbox"/> N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER **CANCELLATION**

WILLIAMSON COUNTY BOARD OF EDUCATION 1320 W MAIN FRANKLIN, TN 37064	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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**REQUEST FOR USE OF
WILLIAMSON COUNTY SCHOOLS & FACILITIES
BY COMMUNITY ORGANIZATIONS**

Central Office Use

ID NUMBER _____

School to be Used: Pearre Creek Elementary School

Purpose of Use: Sunday Service Expected Attendance 20-25

Organization Name: One Heart Ministries Int'l

Request Made By: Marvin Young, II Title in Organization President/Senior

Mailing Address: 1245 Carter St. City Franklin 37064

Cell Number: 615-693-7967 E-Mail myoungjr2@aol.com

BUILDING USAGE **PLEASE FILL THIS FORM OUT IN ITS ENTIRETY**

Date & Days of Use Sundays S M T W TH F ST

Reoccurring Use S M T W TH F ST

Weekly on:

Reoccurring Use 1st 2nd 3rd 4th 5th S M T W TH F ST

Monthly on:

Starting Date 9/3/2023 Ending Date _____

Starting Time 9:30 X AM PM Ending Time 12 AM X PM

FEE SCHEDULE - If applicable *DO NOT LEAVE BLANK*

Area(s) Needed

<input type="checkbox"/> Classroom(s) Room #s _____	\$16 per day per room	\$ _____
Limited classroom use per board policy		
<input type="checkbox"/> Auditorium	\$296 per day	\$ _____
Stage Light <u> </u> Y <u> </u> X <u> </u> N	One fee for either or both	\$100 plus personnel fee
Sound System <u> </u> Y <u> </u> X <u> </u> N		
<input type="checkbox"/> Gymnasium	\$302 per day	\$ _____
<input type="checkbox"/> Auxiliary Gym (High Schools Only)	\$302 per day	\$ _____
<input type="checkbox"/> Gym for Jr. Sports Groups Only	\$19 per hour (Max \$302 per day)	\$ _____
<input type="checkbox"/> Stadium/Track/or other Game Field		\$ _____
<input type="checkbox"/> Tennis		\$ _____
<input type="checkbox"/> Campus (Outside Building)		\$ _____
<input checked="" type="checkbox"/> Cafeteria (This is for the seating area only)	\$19 per hour (Max \$135 per day)	\$ _____
Kitchen (This is for the serving line area and main kitchen)		
(One WCS kitchen staff member must be present when the use of the kitchen is requested. They must be present for the entire time you request use of the kitchen. This cost will be determined by each school site.)		
<input type="checkbox"/>		\$ _____
Supervision - Required		
<input type="checkbox"/> Building Supervision <i>See Note 1</i>	\$21.50 per hour (incl tax)	\$ _____
Name of Supervisor _____	<input type="checkbox"/> Check if supervisor is waiving fees.	
<input type="checkbox"/> Custodial Services	Check here if needed	<input type="checkbox"/>
<i>*Custodial service based on actual time for (for cleaning as needed and determined by contractor</i>		
		\$ _____
TOTAL ESTIMATED FEE		\$ _____

Note 1:
When multiple rooms are used, supervision is calculated on one room. Supervision for outside as required

MAKE PAYMENT TO: WILLIAMSON COUNTY SCHOOLS, 1320 West Main Street, Suite 202, Franklin, TN 37064
No funds shall be paid individually to any employee or individual school for use of facilities.
Hold Harmless Clause on page 2 must be completed. See page 2 for policy and procedures.

REQUEST FOR USE OF WILLIAMSON COUNTY SCHOOLS & FACILITIES

All organizations requesting use of Williamson County School Facilities shall ATTACH a Certificate of Insurance with the Request for Facilities Use form. The Policy must name Williamson County Board of Education as additionally insured for no less than ONE MILLION DOLLARS (\$1,000,000.00) for the duration of the organization's use of the facility. PLEASE MARK "PUBLIC SCHOOL USE" ON THE CERTIFICATE along with "No Participant is Excluded".

AGREEMENT

I/We agree to be responsible for the conduct of the audience in and about the building and for any damage incurred. I/We have reviewed the policy rules and regulations of the WCS Board of Education, and further agree that the school property will be used in accordance with the rules and regulations of the Williamson County Board of Education. I/We understand that no contract shall extend beyond June 30th of the current fiscal year.

I/We agree to indemnify and hold harmless the WILLIAMSON COUNTY BOARD OF EDUCATION from:

- (A) Any claims, damages, costs and attorney fees for injuries or damages arising, in part or in whole from the organization's use of the facility described above; and,
- (B) Any claims, damages, penalties, costs and attorney fees arising from any failure of the organization, its officers, employees and/or agents, to observe applicable laws.

I/We further acknowledge that the Williamson County Government does not warrant that the facility requested is being currently maintained and will not be responsible for inspection and maintenance of the facility while it is being used by the requesting organization.

I/We acknowledge that all estimated fees for use of Williamson County School Facilities shall be paid in advance of use.

I/We understand that building supervision, custodial services, cafeteria worker and cafeteria manager fee will be charged as needed for building supervision, clean up, and use of kitchen facilities. I/We agree to pay the amount(s) billed after use of the facility. *Please do not alter the verbiage on this form in any way*

Marvin Young, II	6/6/2023
Marvin Young, II	

THIS IS NOT A FINAL INVOICE

This is not a final invoice – only an estimate. Your invoice will be calculated upon approval of the requested use and a final invoice will be sent at that time.

FORWARD COMPLETED REQUEST TO: SCHOOL PRINCIPAL

QUESTIONS?

Facilities & Construction Department - Lenny Ramirez
615-472-4043

Upon acceptance by the WCS Facilities & Construction Department, an approved copy of this Request will be returned to School Administration.

PRINCIPAL SIGNATURE - Facility is available during time and dates requested:	
Janet Alexandrow	
This does not constitute final approval which resides with Facilities Dept/Central Office	
Central Office - Event falls within policy guidelines and insurance sufficient for use	<input type="checkbox"/> <input type="checkbox"/>
Date	

TRIP FINDER - SCHOOL BOARD FIELD TRIP APPROVAL REPORT

(Field Trips With Student Fees over \$100)

Trip ID	Trip Date	Return Date	Approved	Cost	Origin	Trip Name	Trip Type	Activity Type	# of Students	Destination
61	10/31/2023	11/04/2023	08/09/2023	Over \$100	Page High	National FFA Convention	CTE OVERNIGHT	CTE - FFA	8	Indianapolis Convention Center
Notes/Fees over100 - Driver Needed - Please see directions. School Nurse will be notified.										
63	03/23/2024	03/27/2024	08/09/2023	Over \$100	Page High	State FFA Convention	CTE OVERNIGHT	CTE - FFA	30	Gatlinburg Convention Center
Notes/Fees over100 - School Nurse will be notified. Driver needed to drop off on Saturday and Pick up at 11 am on Wednesday. Cost is TBD Estimated to be over \$100 for travel. FFA will cover costs.										
64	10/31/2023	11/04/2023	08/09/2023	Over \$100 - No Driver	Page Middle	National FFA Convention	CTE OVERNIGHT	CTE - FFA	4	Indianapolis Convention Center
Notes/Fees over100 - Students will pay \$225 each (hotel and registration) , and they will pay for their food. The adults will be paying \$90 each for registration. Students will be competing in the National FFA Meat Evaluation CDE.										

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
38121	9/29/2023	9/30/2023	7/21/2023	Brentwood High	Cross Country @ Louisville XC	Athletic Trip	Cross Country	28	Tom Sawyer Park
Notes/Fees over100 - \$100.00/student. No bus needed. We would like to leave school early at 10 am. This is the only meet during the regular season that we will need to leave early.									
38357	1/12/2024	1/13/2024	8/3/2023	Brentwood High	Thespian Conference	Fine Arts	9th - 12th grade	35	MTSU
Notes/Fees over100 - \$125.00/student. Please have bus come to front of BPAC.									
37942	4/4/2024	4/7/2024	6/15/2023	Fairview High	Band Trip to Orlando	Band Trip	Concert	45	Spring Hills Suites
Notes/Fees over100 - Cost per student \$899.00. Fundraising will be conducted for the Band and Orchestra Trip including: 1 Coach Bus to and from Fairview HS (no plane) Dinner at Planet Hollywood, Performance at Icon Park 2 Days at Universal Studios, 1 Morning at Cocoa Beach, 3 Night Stay at Springhill Suites by Marriott Meal vouchers in Universal Studios, All breakfasts. Departure: Coach bus from FVHS at 6am on Thursday, April 4. Arrival: Home by 11:00pm Sunday, April 7.									
38000	4/26/2024	4/27/2024	6/14/2023	Franklin High	Choir Competition Trip	Fine Arts	Chorus/Choir	25	Dollywood Theme Park
Notes/Fees over100 - \$300 cost per student. Overnight trip. Students and chaperones will be staying in a hotel close to the theme park. Students will compete Friday night and then find out their results Saturday in the park. Cost without any fundraising is estimated to be \$300 per person. We will be fundraising to offset that price. Cost of trip includes Hotel, Ticket to Dollywood, Dollywood Food Voucher, Seat on the Charter bus, Competition T-Shirt. No WCS bus will be needed, we will be taking a charter bus.									
37887	3/8/2024	3/12/2024	8/3/2023	Sunset Middle	SMS Band and Orchestra ST 24	Fine Arts	Concert	110	Universal Studios
Notes/Fees over100 - Cost per student is \$800 and will be offset by fundraising. Students will be transported via coach not school buses. Students will first participate in our local performance assessment in Murfreesboro and then leave from Murfreesboro to go to Orlando. Actual departure from SMS 3/8/24 at 8:00am; Depart Murfreesboro 2:00pm and arrive in Orlando 3/8/24-12:00am. Departure from Orlando 3/12/24-8:00am arrive at SMS 3/12/24 at 10:00pm.									

Amendment:

AMENDING THE 2023-2024 GENERAL PURPOSE SCHOOL BUDGET FOR CARRYFORWARD RESERVES RESTRICTED

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

WHEREAS, the following amounts remained unspent/unencumbered at the end of the prior year and need to be carried forward to the current year as follows: MTSU tuition account **(\$32,366.12)** Wilco Athletic Events **(\$76,832.52)** and Music Donation **(\$18,409.94)**.

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of Education meeting in regular session on August 21, 2023, approve the following funds and amend the **2023-2024** General Purpose School Fund as follows:

Revenue

141.30000.347550	Assigned for Education	\$127,608.58
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Expenditures

141.72230.539900.385.P7010	Other Contracted Services	\$ 32,366.12
141.72210.549900.350.P3123	Other Materials and Supplies	76,832.52
141.72210.572200.382.P3211	Regular Instruction Equipment	18,409.94
		<hr/>
		\$127,608.58
		\$127,608.58

ACTION TAKEN:

School Board Vote

Yes _____ **No** _____

Amendment

AMENDING THE 2023-2024 GENERAL PURPOSE SCHOOL FUND BUDGET BY \$193,531 FOR SCHOOL SAFETY GRANT

WHEREAS, during the budget prep for the 2022-23 budget, we applied and received a Safe Schools Grant which we are using for safety enhancements in our schools; and

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

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of Education meeting in regular session on August 21, 2023, approve and amend the **2023-2024** General Purpose School fund budget in the following manner:

Revenue			
141.465900.G2280	Other State Funds	\$193,531	
Expenditure			
141.72130.579000.457.00.00.G2280	Capital Outlay- Safety		\$70,451
141.72620.570100.457.00.00.G2280	Capital Outlay- Safety	_____	<u>\$123,080</u>
		\$193,531	\$193,531

ACTION TAKEN:
School Board

For _____ Against _____

Amendment

**AMENDING THE 2023-2024 GENERAL PURPOSE SCHOOL FUND BUDGET BY \$62,067
FOR STATE TRANSITON GRANT**

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

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

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of Education meeting in regular session on August 21, 2023, approve and amend the **2023-2024** General Purpose School fund budget in the following manner:

Revenue

141-40000-471390-000-00-31-00-00-G7250	OTHER STATE FUNDS	\$62,067
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Expenditure

141-71200-511600-389-00-00-00-00-G7250	TEACHER	\$27,761
141-71200-520100-389-00-00-00-00-G7250	SOCIAL SECURITY	900
141-71200-520400-389-00-00-00-00-G7250	RETIREMENT	1,747
141-71200-521200-389-00-00-00-00-G7250	EMPLOYER MEDICARE	250
141-71200-521700-389-00-00-00-00-G7250	RET-HYB STABILIZATION	500
141-71200-520600-389-00-00-00-00-G7250	LIFE INSURANCE	25
141-71200-520700-389-00-00-00-00-G7250	MEDICAL INSURANCE	4,000
141-71200-520800-389-00-00-00-00-G7250	DENTAL INSURANCE	200
141-71300-518900-389-00-00-00-00-G7250	OTHER SALARIES & WAGES	15,317
141-71300-520100-389-00-00-00-00-G7250	SOCIAL SECURITY	800
141-71300-520400-389-00-00-00-00-G7250	RETIREMENT	1,317
141-71300-521200-389-00-00-00-00-G7250	EMPLOYER MEDICARE	200
141-71300-520600-389-00-00-00-00-G7250	LIFE INSURANCE	50
141-71300-520700-389-00-00-00-00-G7250	MEDICAL INSURANCE	8,600
141-71300-520800-389-00-00-00-00-G7250	DENTAL INSURANCE	400

	\$62,067	\$62,067
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ACTION TAKEN:

School Board

For _____ Against _____

Amendment

**AMENDING THE 2023-2024 GENERAL PURPOSE SCHOOL FUND BUDGET BY \$204,173
FOR STATE TRANSITION GRANT**

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

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

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

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of Education meeting in regular session on August 21, 2023, approve and amend the **2023-2024** General Purpose School fund budget in the following manner:

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

ACTION TAKEN:

School Board

For _____ Against _____

Amendment

**REAPPROPRIATING THE 2023-2024 CENTRAL CAFETERIA FUND BUDGET BY
\$1,348,119.46
FOR NSLP-SUPPLY CHAIN ASSISTANCE GRANT**

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

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

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

WHEREAS, remaining funds on June 30th will have to carry forward to the next fiscal year;

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of Education meeting in regular session on August 21, 2023, approve and amend the **2023-2024** Central Cafeteria fund budget in the following manner:

Revenue		
143.34570	Restricted for Operation	\$1,348,119.46
Expenditure		
143.73100.542200.G1431	Food Supplies	\$1,348,119.46

ACTION TAKEN:

School Board Vote

Yes _____

No _____



To: Board of Education
From: Rachel Farmer, Chief Financial Officer *rf*
RE: Intra-category transfer – Page Middle School
Date: August 21, 2023

After we had closed the Page Middle School project out to contingency, we received an invoice late due to a vendor’s personal health issues. We need to move funds back to pay for the remaining expenses related to the traffic light in front of the school. We are requesting to move these funds out of our Rural Contingency Fund.

From: 177.91300.579910.510.00.C4925	Contingency	\$70,062
To: 177.91300.539900.610.00.R4241	Other Contracted Services	\$70,062

ACTION TAKEN:

School Board Vote Yes ___ No ___

RESOLUTION NO. _____
Requested by: BOARD OF EDUCATION

**RESOLUTION AMENDING THE 2023-24 GENERAL PURPOSE SCHOOL BUDGET
BY \$3,252,690 FOR ADDITIONAL CAPITAL COSTS**

WHEREAS, the capital budget requests for 2023-24 were submitted to the board and commission; and

WHEREAS, the commission reduced the capital request intent to fund by \$3,252,690; and

WHEREAS, the work and items are still needed for the 2023-24 school year; and

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

NOW THEREFORE BE IT RESOLVED that the Williamson County Board of County Commissioners meeting in regular session on September 11, 2023, approve the following transfer and amend the 2023-2024 General Purpose School Fund and Capital Projects Fund budgets in the following manner:

General Purpose School Fund

Revenue

141.39000 Undesignated Fund Balance \$3,252,690

Expenditure

141.99100.559000.510 Operating Transfer Out \$3,252,690

Capital Projects Fund

Revenue

177.498000.000.C3203 Operating Transfers In \$3,252,690

Expenditure

177.91300.570703.620.C2024	BLDG IMP - FLOORS	\$ 93,000
177.91300.570706.620.R2024	BLD IMP-ELECTRICAL	50,000
177.91300.570721.620.R2024	BLDG IMP-PLAYGROUND	34,200
177.91300.570723.620.C2024	BLDG IMP-SAFETY	175,000
177.91300.570723.620.R2024	BLDG IMP-SAFETY	209,490
177.91300.570726.620.C2024	BLDG IMP-PLUMBING	40,000
177.91300.570746.620.C2024	BLDG IMP- ATHLETICS	50,000
177.91300.570747.620.C2024	BLDG IMP-STRUCTURAL	120,000
177.91300.570747.620.R2024	BLDG IMP-STRUCTURAL	79,000
177.91300.570935.129.R2024	DPE-SAFETY & SECURITY	724,000
177.91300.570962.129.R2024	DPE-COMPUTERS	1,338,600
177.91300.570962.129.C2024	DPE-COMPUTERS	<u>339,400</u>

\$ 3,252,690

Commissioner Brian Beathard

COMMITTEES REFERRED TO & ACTION TAKEN:

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

Jeff Whidby, County Clerk

Commissioner

Rogers C. Anderson, County Mayor

Date

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

DATE: August 8, 2023

RE: ESSER 3.0 Proposed Plan for Remaining Funds

ESSER 3.0 requires a review every six months for the three-year period of funding. This is the final year of this funding. Williamson County Schools received \$5.2 million in ESSER 3.0 relief funding in 2021. At that time, we reached out to stakeholders and created a plan which was approved for spending these funds over the three-year period of the grant, 2021-2024. The funds were required to be spent on items related to addressing learning loss, and a minimum of 20% had to be used for evidence-based interventions to respond to students' social, emotional and academic needs. We have been using the funding for three purposes, all of which have had positive impacts for students:

- Salaries and benefits for interventionists working with small groups of students needing reading and/or math intervention in grades K-8
- Contracting with STARS to provide mental health professionals to work with students as needed in our schools as part of our strategic plan for meeting non-instructional needs of students.
- Stipends for teachers serving as the digital learning leader in their school.

We have approximately \$1.7 million in ESSER 3.0 relief funding remaining to spend in this final year. We do not have enough to pay all the interventionists for a full school year, so we are proposing the following narrowed plan to expend the funds by June of 2024, well before the September 2024 deadline.

- Salaries and benefits for interventionists working with small groups of students needing reading and/or math intervention in grades K-5. (\$1,593,178)
- Contracting with STARS to provide mental health professionals to work with students as needed in our schools as part of our larger plan for meeting mental health needs. (\$164,821)

Please note that our local budget is paying for the continuation of intervention in grades 6-8. And we have also funded supplements for the digital learning leaders with local funding.

On August 1, we shared this plan and surveyed multiple stakeholders. As of August 8, 2023, we had 2,698 responses to the survey and 89% indicated support for this proposed plan.

Staff recommends approval.

Williamson County Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Code of Conduct	Descriptor Code: 6.300	Issued Date: 06/20/22
		Rescinds:	Issued:

1 The Superintendent of Schools shall develop specific codes of conduct which are appropriate for each
2 level of school.¹ The development of each code shall involve administrators of each level and shall be
3 consistent with the relevant policies as adopted by the Board.²

4 The following levels of misbehavior and options are standards designed to protect all members of the
5 educational community in the exercise of their rights and duties and to maintain a safe learning
6 environment where orderly learning is possible and encouraged.³ These misbehaviors apply to student
7 conduct on school buses, on school property, and while students are on school sponsored outings.

8 *In response to all levels of student misbehavior, school administrators are encouraged, when*
9 *appropriate, to implement a restorative student conference in addition to the assigned disciplinary*
10 *consequences. The conference should be facilitated by a school administrator or designee and would*
11 *be between the student who misbehaved and the student(s) or others who were harmed by the*
12 *misbehavior.*

13 MISBEHAVIORS: LEVEL I

14 This level includes minor misbehavior on the part of the student which impedes orderly classroom
15 procedures or interferes with the orderly operation of the school, but which can usually be handled by
16 an individual staff member.

17 *Examples (not an exclusive listing)*

- 18 • Classroom disturbances
- 19 • Classroom tardiness
- 20 • Cheating and lying
- 21 • Inappropriate language
- 22 • Skipping class
- 23 • Misuse of technology
- 24 • Non-defiant failure to do assignments or carry out directions
- 25 • Wearing, while on the grounds of a public school during the regular school day,
- 26 clothing that exposes underwear or body parts in an indecent manner that disrupts the
- 27 learning environment⁴

28 *Disciplinary Options (may include one or more of the following options)*

- 29 • Verbal reprimand
- 30 • Restricting activities
- 31 • Counseling

- 1 • Withdrawal of privileges
- 2 • Detention
- 3 • In-school suspension
- 4 • Mediation
- 5 • ~~Restorative conference~~
- 6 • School-level interventions

7 MISBEHAVIORS: LEVEL II

8 This level includes misbehavior whose frequency or seriousness tends to disrupt the learning climate of
 9 the school. These misbehaviors do not represent a direct threat to the health and safety of others but
 10 have educational consequences serious enough to require corrective action on the part of
 11 administrators.

12 *Examples (not an exclusive listing)*

- 13 • Continuation of unmodified Level I behaviors
- 14 • School or class tardiness
- 15 • Using forged notes or excuses
- 16 • Disruptive classroom behavior
- 17 • Cheating and lying
- 18 • Possessing, smoking or using tobacco or tobacco-related products, including electronic/battery-
 19 operated devices
- 20 • Inappropriate language
- 21 • Unexcused absences
- 22 • Making a false report
- 23 • Defiant failure to do assignments or carry out instructions
- 24 • Skipping class

26 Disciplinary Options (shall include one or more of the following options)

- 27 • Behavior modification
- 28 • Friday or Saturday school (in middle and high schools)
- 29 • In-school suspension
- 30 • Detention
- 31 • Suspension from school-sponsored activities or from riding school bus
- 32 • Out-of-school suspension (not to exceed ten (10) days)
- 33 • Mediation
- 34 • ~~Restorative conference~~
- 35 • School-level interventions

37 MISBEHAVIORS: LEVEL III

1 This level includes acts directly against persons or property but whose consequences do not seriously
2 endanger the health or safety of others in the school.

3 *Examples (not an exclusive listing)*

- 4 • Continuation of unmodified Level I and II behaviors
- 5 • Fighting
- 6 • Vandalism (minor)
- 7 • Stealing
- 8 • Threats to others
- 9 • Making a false report
- 10 • Abusive language
- 11 • Victimization of any student (Harassment (Sexual, Racial, Ethnic, Religious), Bullying,
12 Cyber-bullying, and/or Hazing)

13 Disciplinary Options (shall include one or more of the following options)

- 14 • In-school suspension
- 15 • Detention
- 16 • Restitution from loss, damage, or stolen property
- 17 • Out-of-school suspension (not to exceed ten (10) days)
- 18 • Alternative Learning Center
- 19 • ~~Restorative conference~~

20 MISBEHAVIORS: LEVEL IV

21 This level of misbehavior includes acts which result in violence to another's person or property, or
22 which pose a threat to the safety of others in the school. These acts are so serious that they usually
23 require administrative actions which result in the immediate removal of the student from the school
24 and the intervention of law enforcement authorities.

25 If a student's action poses a threat to the safety of others in the school, a teacher, principal, school
26 employee, or school bus driver may use reasonable force when necessary to prevent bodily harm or
27 death to another person.⁵

28 *Examples (not an exclusive listing)*

- 29 • Continuation of unmodified Level I, II, and III behaviors
- 30 • Death threat (hit list)
- 31 • Extortion
- 32 • Bomb threat
- 33 • Possession/use/transfer of dangerous weapons*
- 34 • Assault that results in bodily injury upon any teacher, principal, administrator, any other
35 employee of the school, or a school resource officer*
- 36 • Aggravated assault*
- 37 • Vandalism

- 1 • Theft/possession/sale of stolen property
- 2 • Arson
- 3 • Possession of unauthorized substances or drugs (i.e. any controlled substance,
- 4 marijuana, controlled substance analogue, alcohol, legend drug, or any other substance
- 5 whose possession or use is regulated in any matter by any governmental authority)*
- 6 • Use, transfer, handle, or be under the influence of unauthorized substances
- 7 • Victimization of any student (Harassment (Sexual, Racial, Ethnic, Religious), Bullying,
- 8 Cyber-bullying, and/or Hazing)
- 9 • Electronic threat to cause bodily injury or death to another student or school employee*

10 Disciplinary Options (shall include one or more of the following options)

- 11 • Expulsion
- 12 • Alternative Learning Center
- 13 • ~~Restorative conference~~

14 * Zero tolerance offenses

Legal References

1. TCA 49-6-4005
2. TCA 49-6-3024
3. TCA 49-6-4002
4. TCA 49-6-4109
5. TCA 49-6-4009

Cross References

Traffic and Parking Controls 3.403
 Procedural Due Process 6.302
 Student Discrimination, Harassment, Bullying,
 Cyber-bullying, and Intimidation 6.304
 Title IX & Sexual Harassment 6.3041
 Interference/Disruption of School Activities 6.306
 Bus Safety and Conduct 6.308
 Zero Tolerance Offenses 6.309
 Dress Code 6.310
 Corporal Punishment 6.314
 Detention 6.315
 Suspension 6.316
 Safe Relocation of Students 6.4081

1320 West Main Street Suite 202
Franklin, Tennessee 37064-3700
Phone (615) 472-4000



MEMORANDUM

TO: Williamson County School Board

FROM: Angela Durham, Board Chair

DATE: August 17, 2023

RE: Appointment of School Board Ethics Committee

Board Policy 1.106 allows for the appointment of a Board Ethics Committee. Three members will be appointed to a one-year term by the School Board Chair and confirmed by a vote of the Board.

The following are recommended to serve on the Williamson County Board of Ethics Committee from August 22, 2023 – August 22, 2024.

Jay Galbreath
Sheila Cleveland
Rick Wimberly