



Williamson County School Board Meeting

September 18, 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. Election of School Board Chair

Jason Golden

3. Election of School Board Vice Chair

4. Items of Particular Public Interest (Public Comment)

5. Approval of Agenda

6. Approval of Consent Agenda

- a. Approval of the August 21, 2023 School Board Meeting Minutes
- b. Board Policies - Second Reading
 - I. 6.300 Code of Conduct
- c. Approval of Collaborative Conferencing Team (Annual Agenda Item)
- d. Approval of Calendar Committee Membership (Annual Agenda Item)
- e. Approval of Budget Preparation Timeline (Board Policy 2.200) (Annual Agenda Item)
- f. Approval of ePlan's IDEA Partnership for Systemic Change (K-12) Exploration Grant for FY2024
- g. Approval of ePlan's Rescue Plan Act (ARPA) Funds (Supplemental Grants for Individuals with Disabilities Education Act (IDEA Part B, and IDEA Pre-School) for remaining funds
- h. Recommendation for Field Trip Fee Requests

7. Communications to the Board

- a. Superintendent's Report
- b. Board Chair Report

8. New Business

- a. 2023 2024 School Board Budget
 - I. Approval of General Purpose School Fund 09.23 Public School Safety Grant - \$1,717,842.00
- b. Board Policies - First Reading
 - I. 1.900 Charter School Authorizing Principles (New)
 - II. 1.901 Charter School Applications
 - III. 1.902 Charter School Agreements (New)
 - IV. 1.903 Charter School Oversight (New)

V. 1.904 Charter School Intervention and Revocation
(New)

VI. 1.905 Charter School Renewal (New)

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

d. Superintendent's Goals and Objectives for 2023-2024
(Annual Agenda Item)

9. Adjournment



Williamson County School Board Meeting

August 21, 2023 6:30 PM

Williamson County Administrative Complex - Auditorium

Attendance Taken at 6:30 PM.

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

1. Call to Order

Madam Chair Durham called the meeting to order. She asked the Board to record their attendance. She thanked Deputies Randy Purcell, Jay Conkin, and Corporal Eddie Coutras from the Sheriff's Office for attending the meeting.

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

Durham called upon Board Member Eric Welch to lead the Pledge of Allegiance, followed by a moment of silence.

2. Items of Particular Public Interest (Public Comment)

The following individuals spoke during public comment.

- Henson Preston spoke about offensive materials in the teacher's personal space.
- Carol Neuhauser spoke about the Early Childhood curriculum.
- Revida Rahman spoke about diversity and bullying.

3. Approval of Agenda

Madam Chair Durham presented the agenda for approval.

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

Mr. Rick Wimberly: Yes

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

4. Approval of Consent Agenda

Madam Chair Durham presented the consent agenda for approval. Board Attorney Cook spoke about Policy 1.403 Agendas and the new legislative law concerning public comment. There are no actionable items at a work session and public comment is not permitted.

Motion Passed: Motion by Mrs. Donna Clements to approve. A second was made by Mr. Jay Galbreath.

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

Yes: 12, Nay: 0

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
- h.

5. Communications to the Board

a. Superintendent's Report

Superintendent Jason Golden thanked the principals and community members who attended the meeting, especially those who spoke during the public comment time. He reminded viewers about work session discussions. Golden also thanked the staff at Amanda North and Arrington Elementary schools for their hard work in opening the schools. He also thanked the staff at the hosting schools who welcomed those students for the first week of school. Golden spoke about staffing shortages, especially pertaining to bus drivers. Superintendent Golden concluded with the district's two focus points for this year; Focus on Learning and Safety for All.

I. Student, Staff and School Spotlights

In Student Spotlights, seven students were recognized for earned a perfect composite ACT score: Brentwood High's Charlotte Landman, Brentwood High's Todd Glenn, Centennial High's William Maher, Page High's Anna Avery, Page High's Akhilan Muralidharan, Page High's Riley Osburn and Ravenwood High's Divya Shrivastava.

Ravenwood High's Science Olympiad team was celebrated for winning first place in the State Science Olympiad.

b. Board Chair Report

Madam Chair Durham thanked the Franklin High School Brass Ensemble who performed before the meeting.

6. New Business

a. 2023 2024 School Board Budget

I. Approval of General Purpose School Fund Amendment 08.23 Carryforward Reserves - \$127,608.58

Madam Chair Durham called upon Superintendent Golden who recommended approval of General Purpose School Fund Amendment 08.23 Carryforward Reserves in the amount of \$127,608.58.

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

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

Yes: 12, Nay: 0

II. Approval of General Purpose School Fund Amendment 08.23 Safe Schools Grant Carryover- \$193,531.00

Madam Chair Durham called upon Superintendent Golden, who recommended approval of General Purpose School Fund Amendment 08.23 Safe Schools Grant Carryover in the amount of \$193,531.00.

Motion Passed: Motion by Mr. Drason Beasley to approve. A second was made by Ms. Sheila Cleveland.

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

III. Approval of General Purpose School Fund Amendment 08.23 Transition Grant Carryover - \$62,067.00

Madam Chair Durham called upon Superintendent Golden, who recommended approval of General Purpose School Fund Amendment 08.23 Transition Grant Carryover in the amount of \$62,067.00.

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

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

IV. Approval of General Purpose School Fund Amendment 08.23 Transition Grant - \$204,173.00

Madam Chair Durham called upon Superintendent Golden, who recommended approval of General Purpose School Fund Amendment 08.23 Transition Grant in the amount of \$204,173.00.

Motion Passed: Motion by Mrs. Jennifer Aprea to approve. A second was made by Mr. Jay Galbreath.

Mr. Eliot Mitchell: Yes
Mr. Joshua Brown: Yes
Mrs. Jennifer Aprea: Yes
Mr. Jay Galbreath: Yes

Ms. Sheila Cleveland: Yes
Mrs. Donna Clements: Yes
Mr. Rick Wimberly: Yes
Mr. Eric Welch: Yes
Mr. KC Haugh: Yes
Mr. Drason Beasley: Yes
Mrs. Angela Durham: Yes
Mr. Dan Cash: Yes
Yes: 12, Nay: 0

V. Approval of Central Cafeteria Fund Amendment 08.23 NSLP-Supply Chain Assistance Grant - \$1,348,119.46

Madam Chair Durham called upon Superintendent Golden, who recommended approval of Central Cafeteria Fund Amendment 08.23 NSLP-Supply Chain Assistance Grant in the amount of \$1,348,119.46.

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

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

VI. Approval of Capital Projects Education Fund 08.23 Intracategory Transfer Page Middle School - \$70,062.00

Madam Chair Durham called upon Superintendent Golden, who recommended approval of Capital Project Education Fund 08.23 Intracategory Transfer Page Middle School in the amount of \$70,062.00.

Motion Passed: Motion by Mr. Dan Cash to approve. A second was made by Mr. Joshua Brown.

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

Mr. Eliot Mitchell: Yes

Yes: 12, Nay: 0

VII. Approval of Education Capital Projects Fund Transfer 09.23 GPS Transfer to Capital Projects for Capital Needs - \$3,252,690.00

Madam Chair Durham called upon Superintendent Golden, who recommended approval of Education Capital Projects Fund Transfer 09.23 GPS Transfer to Capital Projects for Capital Needs in the amount of \$3,252,690.00.

Motion Passed: Motion by Mr. KC Haugh to approve. A second was made by Ms. Sheila Cleveland.

Mr. Jay Galbreath: Yes

Ms. Sheila Cleveland: Yes

Mrs. Donna Clements: Yes

Mr. Rick Wimberly: Yes

Mr. Eric Welch: Yes

Mr. KC Haugh: Yes

Mr. Drason Beasley: Yes

Mrs. Angela Durham: Yes

Mr. Dan Cash: Yes

Mr. Eliot Mitchell: Yes

Mr. Joshua Brown: Yes

Mrs. Jennifer Aprea: Yes

Yes: 12, Nay: 0

b. Approval of ESSER 3.0 Proposed Plan for Remaining Funds

Madam Chair Durham called upon Superintendent Golden, who recommended approval of ESSER 3.0 Proposed Plan Remaining Funds.

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

Mrs. Jennifer Aprea: Yes

Mr. Jay Galbreath: Yes

Ms. Sheila Cleveland: Yes

Mrs. Donna Clements: Yes

Mr. Rick Wimberly: Yes

Mr. Eric Welch: Yes

Mr. KC Haugh: Yes

Mr. Drason Beasley: Yes

Mrs. Angela Durham: Yes

Mr. Dan Cash: Yes

Mr. Eliot Mitchell: Yes

Mr. Joshua Brown: Yes

Yes: 12, Nay: 0

c. Board Policies - First Reading

I. 6.300 Code of Conduct

Madam Chair Durham called upon Superintendent Golden, who recommended approval of 6.300 Code of Conduct on first reading.

Motion Passed: Motion by Mr. KC Haugh to approve. A second was made by Mr. Drason Beasley.

Ms. Sheila Cleveland: Yes

Mrs. Donna Clements: Yes

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

d. Appointment of School Board Ethics Committee

Madam Chair Durham called upon Superintendent Golden, who recommended approval of the Appointment of the School Board Ethics Committee.

Motion Passed: Motion by Mrs. Jennifer Aprea to approve. A second was made by Mr. Joshua Brown.

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

7. Adjournment

There being no further business, Madam Chair Durham adjourned the meeting at 7:16 p.m.

Chairperson

Superintendent

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 school administrator/designee and would be*
11 *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

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
 Student Suspension/Expulsion 6.316
 Safe Relocation of Students 6.4081

1320 West Main Street Suite 202
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TO: Williamson County Board of Education
FROM: Jason Golden
DATE: September 14, 2023
RE: Recommendation for appointment of Management Team for Collaborative Conferencing, PECCA

WCS is in the 2nd year of the Three Year MOU with the WCEA. This year, we have the responsibility to discuss potential changes related to pay, benefits and working conditions. Our annual Agenda calls for selection of our management team this month. I recommend the following personnel to the Board of Education as the Management Team to discuss MOU terms for the 2024-2025 school year:

Leigh Webb, Assistant Superintendent for Secondary Schools

Juli Oyer, Assistant Superintendent for Elementary Schools

David Allen, Assistant Superintendent for Teaching, Learning & Assessment

Rachel Farmer, Chief Financial Officer

Vickie Robbins, Assistant Chief Financial Officer

Vickie Hall, Assistant Superintendent for Human Resources

Dana Ausbrooks, General Counsel

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MEMORANDUM

TO: Williamson County School Board

FROM: Leigh Webb, Assistant Superintendent of Secondary Schools

DATE: September 1, 2023

RE: Recommendations for Calendar Committee

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

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

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

Angela Frederick, Nolensville High School & WCEA President
Patrick Toth, Page High School & High School Representative
Judy Kleiner, Mill Creek Middle School & Middle School Representative
Tracey Ries, Thompson's Station ES and MS & Elementary Representative
Beverly Purvis, Westwood Elementary School & WCEA President-Elect

Staff recommends approval of the Calendar Committee members as listed.

**Williamson County Board of Education
2024-2025 Budget Preparation Timeline**

Dates	Process	Responsible Parties
2023		
September		
September 11th	HR distribute to Department heads worksheet for personnel request	HR
September Staff Meeting	Superintendent guidelines for budget prep to staff aligning to boards strategic plan	Superintendent
September Work Session (9/14/23)	Presentation of Timeline for consideration	CFO
October		
Month of October	Open General Purpose Budget Entry in Munis for Director input	CFO
October	Asst. Superintendents gather input from Principals at Nov Admin meeting	Asst. Superintendents/Principals
All of October	Depts. To meet with appropriate Asst. Supers and input recommended changes/cuts to their budgets for Cabinet Review	Dept heads/Asst Supers
October 30th	Dept. Heads final day for HR requests to HR (Must have been reviewed and approved by supervisors prior to submitting)	Dept Heads/HR
November		
First week of November	HR compile list of new requests by department for use in Department Review	HR
November	Enrollment work to begin with Principals Input	Zoning Specialist/Principals
November 27th	Dept. Heads final day for operational input (in Munis)	Dept. Directors/Managers
December		
Month of December	Maintenance , Technology , Safety, Major operational capital requests complied by respective departments	Maintenance/Tech/Safety/Depts/Principals
December 11th	Drop dead date for Student Enrollment projections to Cabinet for use in personnel calculations	Zoning Specialist
December 18th	Drop dead date for Budget Entry in MUNIS	Asst. Superintendents
Month of December	Departmental budgets provided to directors for final review. DEPARTMENTS TO USE 22-23 end of first month enrollment type projections	CFO
2024		
January		
January 10th	Final day that Maint, TECH, Safety Capital requests reviewed with Asst. Superintendents for their input/cuts and approval.	IT and Maintenance/Asst Superintendents
Weeks of January 8th and 15th	Assistant Supers Meet with Jason, Vickie H and Rachel - bring in departmental leads if needed	Super/HR/CFO/Individual Assist. Super
January 29th	Leadership meets to go over total budget review of Personnel requests, followed by Operational requests for final cuts	CFO with Superintendent and Asst Supers
FEBRUARY		
First week of February	Personnel approved by cabinet added to PCR by CFO to finalize PCR for budget calculations	CFO/HR
First week of February	Compilation of budget	CFO
February prior to distribution	Second review of total budget , if necessary by Leadership , for compliance with budget guidance from county and changes if necessary	Noted
Last Week of February	Distribution of Budget to the Board	CFO
Last Week of February	INITIAL BOARD WORKSHOP PER SCHOOL BOARD IF REQUESTED	Board/Cabinet
MARCH		
March 7, 2024 Prior to Work Session	SECOND BOARD WORKSHOP PRIOR TO BD WORKSHOP IF NEEDED	Board/Cabinet
March 18, 2024	Regular School Board meeting (Budget approval)	Board
APRIL		
April 1, 2024	Submit to Co. Mayor	CFO
April-May to be determined by County	Education and Budget Committees of Commission First Review of Budget	Committees/Superintendent/CFO
April 22, 2023	2nd Review of budget by Education	Education Committee/Superintendent/CFO
May		
May to be determined by County	2nd Review of budget by budget	Budget Committee? Superintendent/CFO
JUNE		
June 6 tentative	Public Hearing on Budget (date set by county , may change)	Budget Committee/Public
6/24/2024 TENTATIVE	Commission Approval 9:00 a.m.	Superintendent/CFO

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MEMORANDUM

TO: Williamson County School Board

FROM: Jason Golden, Superintendent

CC: Rachel Farmer, Assistant Superintendent of Budget and Finance
Maria Griego, Executive Director of Student Support Services

DATE: September 18, 2023

RE: Approval of ePlan's IDEA Partnership for Systemic Change (K-12) Exploration Grant for FY2024

This memo is to request the approval of the FY2024 Federal Fund 142 ePlan Application for the IDEA Partnership for Systemic Change (K-12) Exploration Grant and Budget with the following statement allowing superintendent approval of revisions and amendments:

“The Williamson County Board of Education Approves the FY2024 ePlan Application and Budget for the IDEA Partnership for Systemic Change (K-12) Exploration Grant, and authorizes the superintendent to file any necessary budget revisions, plan agenda, or transfer requests.”

FY2024 Exploration grant funds of \$10,000 will be used to complete a root cause analysis to increase classroom inclusion and engagement for students with disabilities who display behaviors impeding access to general education content by identifying, scheduling and sending trainers for train the trainer workshops to redeliver to school psychologist and special education teacher leads. A subsequent three-year Implementation grant will be applied for in FY2025 using outcomes from this Exploration grant.

The funds are to be spent by June 30, 2024 for the above services.

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MEMORANDUM

TO: Williamson County School Board

FROM: Jason Golden, Superintendent

CC: Rachel Farmer, Assistant Superintendent of Budget and Finance
Maria Griego, Executive Director of Student Support Services

DATE: September 18, 2023

RE: Approval of ePlan's American Rescue Plan Act (ARPA) Funds (Supplemental Grants) for Individuals with Disabilities Education Act (IDEA, Part B, and IDEA Pre-School) for Remaining Funds.

This memo is to request the approval of the FY2024 Federal Fund 142 ePlan Application for final carryover amounts of American Rescue Plan Act, ARP-IDEA-Part B, and ARP-IDEA-Preschool grants and budgets with the following statement, allowing superintendent approval of revisions and amendments:

“The Williamson County Board of Education approves the FY2024 ePlan Application and Budget for the American Rescue Plan Act, ARP-IDEA-Part B, and ARP-IDEA-Preschool grants and authorizes the superintendent to file any necessary budget revisions, plan addenda, or transfer requests.”

This grant was made available in FY2022 for expenditures related to COVID-19 for a period of two years. The year two remaining funds of \$47,131.12 are being re-budgeted as carryover to provide consumable materials, textbooks, technology equipment and professional development.

Staff recommends approval.

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	#	Destination
107	02/29/2024	03/02/2024	08/24/2023	Over \$100	Centennial HS - CTE Paid	CHS - DECA State Conference	CTE OVERNIGHT	CTE - DECA	10	Chattanooga Convention Center
Notes/Fees <i>over100 - Student Cost \$100. CTE to provide transportation.</i>										
108	04/26/2024	05/01/2024	08/23/2023	Over \$100 - No Driver	Centennial HS - CTE Paid	CHS - DECA International Conference	CTE OVERNIGHT	CTE - DECA	7	Anaheim Convention Center
Notes/Fees <i>over100 - Student Cost \$1,500. Flying.</i>										
124	02/29/2024	03/02/2024	08/31/2023	Over \$100	Ravenwood High	RHS - DECA State Conference	CTE OVERNIGHT	CTE - DECA	100	Chattanooga Convention Center
Notes/Fees <i>over100 - Student Cost \$200. CTE to provide transportation .</i>										
61	10/31/2023	11/04/2023	07/19/2023	Over \$100	Page High	National FFA Convention	CTE OVERNIGHT	CTE - FFA	8	Indianapolis Convention Center
Notes/Fees <i>over100 - Driver Needed. School Nurse will be notified.</i>										
63	03/23/2024	03/27/2024	07/21/2023	Over \$100	Page High	State FFA Convention	CTE OVERNIGHT	CTE - FFA	30	Gatlinburg Convention Center
Notes/Fees <i>over100 - Estimated over \$100 for travel. FFA will cover costs. Driver Needed. School Nurse will be notified.</i>										
64	10/31/2023	11/04/2023	08/08/2023	Over \$100 - No Driver	Page Middle	National FFA Convention	CTE OVERNIGHT	CTE - FFA	4	Indianapolis Convention Center
Notes/Fees <i>over100 - \$225 each student for hotel, registration, food. Adults pay \$90 each for registration. Students competing in National FFA Meal Evaluation CDE.</i>										
109	04/07/2024	04/10/2024	08/24/2023	Over \$100	Centennial HS - CTE Paid	FBLA State Conference	CTE OVERNIGHT	CTE - Programs	10	Chattanooga Convention Center
Notes/Fees <i>over100 - Student cost \$100. CTE to provide transportation.</i>										

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
38716	9/8/2023	9/10/2023	8/21/2023	Brentwood High	TN TSA Chapter Officer Leaders	Academic Field Trip	Robotic Team	6	Camp WidJiwagan
Notes/Fees <i>over100 - \$1,440.00 per student. NO BUS NEEDED. The BHS Robotics Club fundraised to pay the registration fees of student fees of \$180 per person. Adults pay separately. Sponsor will submit Trip Authorization Request to CCTE. Meals and overnight Lodging is included in fees.</i>									
38575	9/20/2023	9/21/2023	8/11/2023	Brentwood High	Hospitality Innovations by Dol	CTE Trip	Career/Technical - DECA 4		Dollywood Theme Park
Notes/Fees <i>over100 - \$250.00/student. No Bus Needed. We will charter a bus.</i>									
38639	12/27/2023	12/30/2023	8/21/2023	Brentwood High	Brentwood Girls Basketball	Athletic Trip	Varsity Girls Basketball	20	Arnold High School
Notes/Fees <i>over100 - \$250.00 per student - NO BUS NEEDED) The parents will drive their child. THIS REPLACES TRIP 37763 that has already been approved and scheduled.</i>									
38734	1/12/2024	1/13/2024	8/21/2023	Brentwood High	Thespian Conference	Fine Arts	9th - 12th grade	35	MTSU
Notes/Fees <i>over100 - \$125.00 per student. We will need bus driver for 1/12 to drop off at conference and then take us back to hotel after conference around 10pm. Saturday morning we will need to leave hotel at 8am and will leave at 10:30pm</i>									
38576	2/29/2024	3/2/2024	8/21/2023	Brentwood High	State DECA CDC	CTE Trip	Career/Technical - DECA 100		Chattanooga Convention Center
Notes/Fees <i>over100 - \$300.00/ student. No Buses Needed. We will charter buses.</i>									
38579	4/26/2024	5/1/2024	8/21/2023	Brentwood High	ICDC (DECA International)	CTE Trip	Career/Technical - DECA 38		Anaheim Convention Center
Notes/Fees <i>over100 - \$1,000.00/student. No Bus Needed. We will try to help with the cost of the trip with local DECA funds (proceeds from Brewin's Den/DECA store). However, depending on how many attendees we have as to how much per person we can help.</i>									
39011	1/11/2024	1/13/2024	8/29/2023	Centennial High	Mid State Orchestra/Jazz	Fine Arts	Concert	125	Blackman HS
Notes/Fees <i>over100. Cost of \$150 to be fundraised. No bus needed. Schools Participating Brentwood HS, Brentwood MS, Centennial HS, Fairview HS, Fairview MS, Franklin HS, Grassland MS, Heritage MS, Hillsboro, Independence HS, Legacy MS, Mill Creek MS, Nolensville HS, Page HS, Page MS, Ravenwood HS, Spring Station MS, Summit HS, Sunset MS, Thompsons Station MS, Woodland MS</i>									
39013	4/10/2024	4/13/2024	8/29/2023	Centennial High	All State Band/Choir/Orchestra	Fine Arts	Concert	125	Opryland Hotel
Notes/Fees <i>over100. Cost per student \$350 to be fundraised. No Bus Needed. Schools Participating Brentwood HS, Centennial HS, Fairview HS, Franklin HS, Independence HS, Nolensville HS, Page HS, Ravenwood HS, Summit HS</i>									
38979	5/3/2024	5/5/2024	8/28/2023	Grassland Middle	7/8 Band Orchestra Contest	Band Trip		100	St. Louis
Notes/Fees <i>over100. \$400 approximate total cost- We will be taking Charter Buses. Students perform at Competition on Friday Evening. Saturday, Students will go to Six Flags. Sunday, students will return home. General Itinerary can be shared, but Triptracker is not allowing that to be uploaded at this time.</i>									
38444	11/10/2023	11/12/2023	8/21/2023	Nolensville High School	Model UN Nolensville	Academic Field Trip	Model UN	30	Embassy Suites Murfreesboro
Notes/Fees <i>over100. \$350.00/student covered by board approved fee. No transportation required.</i>									
38238	10/31/2023	11/4/2023	8/10/2023	Page Middle	National FFA Convention	CTE Trip	Career/Technical FFA	4	Indianapolis Convention Center
Notes/Fees <i>over100. Cost per Student \$225 (hotel & registration) and be responsible for all food.6 adults will pay \$90 registration and be responsible for all food and travel.</i>									

AMENDMENT:

APPROPRIATING \$1,717,842 FROM THE PUBLIC SCHOOL SECURITY GRANT

WHEREAS, the Board of Education has received a grant as part of Governor Lee's School Safety Initiative which puts a priority on ensuring Tennessee students have a safe school environment to learn, grow and thrive; and

WHEREAS, funds will be used to make security improvements as determined by a recent school security assessment; and

WHEREAS, the amount of funding from the state is a onetime allocation of funds to be expended by June 30, 2024; and

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of Education meeting in regular session on September 18, 2023, approve and amend the **2023-2024** General Purpose School Fund budget as follows:

Revenue			
141.40000.469800.000.00.31.G24PS	Other State Grants	\$1,717,842	
Expenditure			
141.72130.579000.457.G24PS	Other Equipment		\$67,842
141.72620.570100.457.G24PS	Administration Equipment	<u> </u>	<u>\$ 1,650,000</u>
		\$1,717,842	\$1,717,842

ACTION TAKEN:

School Board Vote: Yes _____ No _____

Williamson County Board of Education

Monitoring: Review: Annually, in August	Descriptor Term: Charter School Authorizing Principles	Descriptor Code: 1.900	Issued Date:
		Rescinds:	Issued:

1 The Williamson County Board of Education shall ensure that only high-quality charter schools are
2 authorized to operate within the district and adhere to the State Board of Education’s quality charter
3 authorizing standards. To accomplish this, the Board shall adopt the following authorizing principles
4 that require charter schools to maintain high standards, while upholding school autonomy and
5 protecting student and public interests.¹

6 **MAINTAINING HIGH STANDARDS**

7 Charter schools shall be held accountable for meeting the performance standards and targets set forth
8 in their charter agreement. The Board shall maintain high standards for the charter school(s) it oversees
9 and close any charter school that fails to meet the standards and targets established in the charter
10 agreement or set by state law.²

11 **UPHOLDING SCHOOL AUTONOMY**

12 Charter school governing boards shall be independent of the Board and have the authority to make
13 instructional programming, financial, personnel, school culture, and scheduling decisions. The Board
14 shall assume responsibility not for the success or failure of individual schools but for holding schools
15 accountable for their performance.

16 The Board shall only impose requirements on charter schools in its portfolio when there is a legal basis
17 or compelling reason to do so.

18 **PROTECTING STUDENT AND PUBLIC INTERESTS**

19 The Board shall ensure clarity, consistency, and public transparency in authorizing policies, practices,
20 and decisions regarding any charter school. The Board shall hold charter school governing boards
21 accountable for being fiscally responsible and transparent.

22 Charter schools are part of the public education program and shall adhere to non-selective,
23 nondiscriminatory practices and ensure the fair treatment of all students. They shall provide
24 appropriate services to all enrolled students in accordance with state and federal laws.³ Charter school
25 governing boards shall ensure fiscal responsibility and transparency.

Legal References

1. TCA 49-13-108(f); State Board of Education Policy 6.111; TRR/MS 0520-14-01-.01
2. TCA 49-13-111, TCA 49-13-120, TCA 49-13-122
3. TCA 49-13-111

Williamson County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Charter School Applications	Descriptor Code: 1.901	Issued Date: 06/20/22
		Rescinds: 1.901	Issued: 02/15/21

1 General

2 This policy shall apply to sponsors and potential sponsors of charter schools. It shall not apply to
3 charter schools converting from existing public schools. Proposals from existing charter school
4 operators or replicators and applicants proposing to contract with educational service providers shall be
5 in accordance with state law.¹

6 APPLICATION PROCESS

7 A prospective charter school sponsor shall send notice to the Superintendent of Schools of its intent
8 sixty (60) calendar days prior to February 1st of the year preceding the year in which the proposed
9 charter school plans to begin operation as a charter school. *The Superintendent of Schools and/or*
10 *designee shall determine whether the sponsor has selected the correct application category within*
11 *ten (10) business days of receiving the letter of intent and notify the sponsor within five (5) business*
12 *days of a determination that the incorrect application category has been selected.*²

13 A sponsor seeking board approval of an initial charter school application shall complete the forms
14 provided by the Department of Education. The application shall provide all the information required by
15 state law. The sponsor shall demonstrate that the proposed charter school meets the purpose prescribed
16 by state law for the formation of a charter school, and the proposed charter school will be able to
17 implement a viable program of quality education for its students.³

18 *Electronic copies of* applications shall be submitted to the Board and Department of Education on or
19 before *11:59 p.m.* ~~4:30 p.m.~~ on February 1st of the year preceding the year in which the proposed
20 charter school plans to begin operation as a charter school. If the 1st of February falls on a Saturday,
21 Sunday, or holiday on which the school district offices are closed, applications will be accepted on the
22 next business day on or before *11:59 p.m.* ~~4:30 p.m.~~ Late applications will not be accepted, without
23 exception. The sponsor shall pay an application fee of \$2,500.00.²

24 REVIEW TEAM¹

25 If necessary, the *Superintendent of Schools and/or designee* ~~Board~~ shall appoint a review team to
26 assist in reviewing and evaluating charter school applications. The team shall be comprised of
27 members of the administrative staff for the district, community members, and a member of the Board
28 with relevant educational, organizational, financial, and legal experience. At a public meeting each
29 year, the Superintendent of Schools *and/or designee* shall make a recommendation to the Board on
30 which members of his/her administrative staff should be appointed to the team. The Board shall name
31 the members of the team at its meeting in January of each year. The Board shall designate a Chair of
32 the review team as the contact person for answering questions about the application process and

1 receiving applications. The Superintendent of Schools and/or designee shall develop an orientation for
2 the team to ensure consistent evaluation standards and the elimination of real or perceived conflicts of
3 interest.

4 The Board shall require the Superintendent of Schools and/or designee to develop a procedure for
5 receiving, reviewing, and ruling on applications for the establishment of charter schools by the review
6 team. The procedure shall include a timeline for the application and review process. A copy of the
7 procedure, including the review criteria, shall be available to any interested party upon request.

8 The review team shall:

- 9 1. Evaluate all charter school applications based on the review criteria adopted by the Board;
- 10 2. Recommend one of the following options to the Board for each application: approve, reject, or
11 reject with stipulations for reconsideration. ⁴ and
- 12 3. ~~Make recommendations for revocation, renewal, or non-renewal of charter school contracts.~~

15 **APPROVAL/DENIAL OF APPLICATION⁵**

16 The Board shall rule by resolution on the approval or denial of a charter school application within
17 ninety (90) calendar days of receipt of the completed application, or the application shall be deemed
18 approved by state law. The Superintendent of Schools *and/or designee* shall report the action taken by
19 the Board to the Department of Education.

20 *Approval*

21 The sponsor of a charter school that is approved by the Board shall enter into a written agreement with
22 the Board which shall be binding on the charter school's governing body. The charter school agreement
23 shall be in writing and signed by the sponsor and the Board. ~~In the application, the sponsor must
24 demonstrate that the proposed charter school meets the purpose prescribed by law for the formation of
25 a charter school and the proposed charter school will be and shall include all aspects of the sponsor's
26 approved application as well as any reporting requirements prescribed under state or federal laws.⁵~~

27 ~~All charter agreements shall include provisions requiring that:~~

- 28 ~~1. members of charter school governing boards, as well as charter school administrators and any
29 employees with contracting or purchasing authority, complete statements of disclosure of
30 interest reports (consistent with forms filed by members of the Board and key WCS
31 administrators) and provide them to the Board on an annual basis;~~
- 32 ~~2. charter schools be fully compliant with all local, state, and federal laws, including the
33 Tennessee Open Meetings Act and Tennessee Public Records Act; and~~
- 34 ~~3. charter schools comply with Tenn. Code. Ann. §§12-4-101 and 12-4-102, which prohibit
35 conflicts of interest in contracting, and require that charter schools disclose all vendor or
36 service contracts upon request and, for contracts over \$10,000, submit for publication on the
37~~

1 WCS website.
2

3 All charter schools that include high schools (grades 9–12) must be regionally accredited. It is expected
4 that the candidate school status for accreditation will be received during the first year of the charter
5 school operation.

6 The Board will receive an annual authorizer fee of three percent (3%) of the annual per student state
7 and local allocations or thirty-five thousand dollars (\$35,000), whichever is less.⁶

8 Charter schools approved by the Board are expected to implement the application as submitted and
9 approved. Material variations in operations from the approved application require amendment pursuant
10 to state law and the charter school agreement.⁷

11 The Board shall not provide services to charter schools that are not requested during the application
12 process except for those services that are required under state or federal law. Services agreed to be
13 provided to the charter school by the Board shall be provided at board actual cost. The Board and
14 charter school shall execute a service contract for any additional services.

15 New charter school agreements are approved for a ten (10) year period.⁸ However, following the fifth
16 year of a charter school's initial period of operation or the fifth year of any renewal of a charter school
17 agreement, the LEA must conduct an interim review of the charter school according to the guidelines
18 developed by the Department of Education.⁸

19 The Board may revoke or deny renewal of a charter school agreement for any of the reasons
20 enumerated in state law.⁹

21 Denial

22 *If the initial charter school application is denied, the Board shall notify the sponsor in writing*
23 *within ten (10) calendar days, specifying the objective reasons for the denial and the deadline by*
24 *which the sponsor may submit an amended application.* Upon written receipt of the grounds for
25 denial, the sponsor shall have thirty (30) calendar days within which to submit an amended application
26 to correct the deficiencies. The Board shall have sixty (60) calendar days either to deny or to approve
27 the amended application, or the application shall be deemed approved by state law.⁵

28 *If the amended charter school application is denied, the Board shall notify the sponsor in writing*
29 *within five (5) calendar days, specifying the objective reasons for denial and the sponsor's right to*
30 *an appeal. Within ten (10) calendar days of final denial, an appeal may be filed with the Tennessee*
31 *Public Charter School Commission.*¹⁰

32 ~~Within ten (10) calendar days of final denial, an appeal may be filed with the Tennessee Charter~~
33 ~~School Commission.⁹ If the charter school is authorized by the Commission, it shall remain under the~~
34 ~~oversight of the Commission. The board shall not exercise its legal option to become an authorizer of~~
35 ~~such a charter.~~

Legal References

1. TCA 49-13-106; State Board of Education Policy 6.111
2. TCA 49-13-107; TCA 1-3-102; TCA 49-13-108; TRR/MS 0520-14-01(1)
3. *TRR/MS 0520-14-01 (1)(i)*
4. *TRR/MS 0520-14-01*
5. TCA 49-13-108; *TRR/MS 0520-14-01*
6. *TCA 49-13-128*
7. *TCA 49-13-110 (d)-(e)*; TRR/MS 0520-14-01
8. TCA 49-13-110(c)
9. TCA 49-13-122
10. TCA 49-13-108(b)(5)

Williamson County Board of Education

Monitoring: Review: Annually, in August	Descriptor Term: Charter School Agreements	Descriptor Code: 1.902	Issued Date:
		Rescinds:	Issued:

1 *General*

2 Charter agreements shall articulate the rights and responsibilities of each party regarding school
3 autonomy, funding, administration and oversight, outcomes, measures for evaluating success or failure,
4 performance consequences, and other material terms. These agreements shall be separate from the
5 application and contain terms and performance standards under which the school shall operate.¹

6 All charter agreements shall:¹

- 7 1. Clearly state the rights and responsibilities of the school and the authorizer;
- 8
- 9 2. Define the material terms of the agreement as being those relevant to renewal;
- 10
- 11 3. Allow amendments subject to the approval of both parties;
- 12
- 13 4. State and respect the autonomies to which schools are entitled (e.g., programming, staffing,
14 budgeting, and scheduling);
- 15
- 16 5. Define performance standards, criteria, and conditions for renewal, intervention, revocation,
17 and non-renewal;
- 18
- 19 6. State the amount of the authorizer fee and when it will be collected;
- 20
- 21 7. Establish the consequences for meeting or not meeting standards as outlined by the Board;
- 22
- 23 8. State the statutory, regulatory, and procedural terms and conditions for the school's operation;
- 24
- 25 9. State reasonable pre-opening requirements or conditions for new schools to ensure that they
26 meet all health, safety, and other legal requirements prior to opening;
- 27
- 28 10. State the responsibility and commitment of the school to adhere to essential public education
29 obligations, including admitting and serving all eligible students so long as space is available,
30 and not expelling or counseling out students except pursuant to a legal discipline policy
31 approved by the Board; and
- 32
- 33 11. State the responsibilities of the school and the authorizer in the event of school closures.
- 34

1 PERFORMANCE STANDARDS²

2 Charter agreements shall include clear academic, financial, and organizational performance standards.
3 Sources for obtaining this information shall be outlined in the agreement. At a minimum, these
4 agreements shall include the following:

- 5 1. Academic performance standards that set expectations for student achievement and growth,
6 incorporate state and federal accountability systems, and set expectations for postsecondary
7 readiness (for high schools);
8
- 9 2. Financial performance standards that enable the Board to evaluate the charter's financial
10 stability; and
- 11 3. Organizational performance standards that define the vital components of the educational
12 program, the financial management standards, state and federal legal requirements, and school
13 environment expectations for which the Board shall hold the charter accountable.
14

15 The performance standards included in the charter agreement shall establish specific expectations
16 using objective measures of student achievement. This shall be the primary measure of school quality.

17 FEE-BASED SERVICES²

18 Any fee-based services shall be outlined in a separate agreement. The provision of any such fee-based
19 services shall not be a condition of charter approval, continuation, or renewal.

Legal References

1. TCA 49-13-110; State Board of Education Policy 6.111
2. State Board of Education Policy 6.111

Williamson County Board of Education

Monitoring: Review: Annually, in August	Descriptor Term: Charter School Oversight	Descriptor Code: 1.903	Issued Date: Click here to enter a date.
		Rescinds:	Issued:

1 Once the Williamson County Board of Education authorizes a public charter school, then the Board
2 shall oversee and annually evaluate charter schools to ensure they meet the performance standards and
3 targets set forth in the charter school agreement.¹ The Board shall create a comprehensive
4 performance, accountability, and compliance monitoring system based on the charter school agreement
5 and communicate the results to each charter school. At a minimum, the monitoring system shall
6 address academic, financial, and organizational performance standards as outlined in the charter school
7 agreement and required by the State Board of Education.¹ The Board shall utilize the results when
8 making renewal, revocation, and intervention decisions. Reports on charter school oversight shall be
9 compiled by Assistant Superintendent of Teaching, Learning and Assessment and published on the
10 district's webpage at least annually.

11 The Board shall communicate with the charter schools in its portfolio as needed, including both the
12 charter school leader and governing board, and provide timely notice of any material charter school
13 agreement violations and performance deficiencies.

14 The Board shall articulate and enforce stated consequences for failing to meet performance
15 expectations or compliance requirements.

16 MONITORING SYSTEM

17 The Superintendent of Schools and/or designee shall implement a performance and compliance
18 monitoring system per the terms of the charter agreement. This information will be provided to the
19 Board on an ongoing basis through reports that will form the basis of renewal, revocation, and
20 intervention decisions. To aid in this, the Superintendent of Schools and/or designee shall develop a
21 reporting calendar that outlines when information required by state law shall be provided by the charter
22 school.

23 SITE VISITS

24 A site visit to each charter school shall be conducted annually. The purpose shall be to collect data and
25 other qualitative information that cannot be obtained otherwise. The Superintendent of Schools and/or
26 designee shall develop a site visit procedure that outlines the expectations of charter schools prior to,
27 during, and after the site visit, including review of the documents and data, classroom observations,
28 and interviews. These visits shall minimize administrative burdens and avoid operational interference.
29 The Board shall provide the charter school with a report that summarizes the outcome of the visit. The
30 report shall provide an analysis of relevant data and include general recommendations, if applicable.²

1 CHARTER SCHOOL REPORTING

2 Charter schools shall provide the information required by the charter school agreement and state law to
3 the Board. The Superintendent of Schools and/or designee shall develop a reporting calendar that
4 defines and communicates the process, methods, and timing of gathering and reporting data to the
5 Board.²

6 By September 1st, the governing body of an approved charter school shall make a written report to the
7 Board.³ The annual report shall include:

- 8 1. A report on the progress of the charter school in achieving the goals outlined in the charter
9 school agreement;
- 10 2. A financial statement disclosing the financial health of the charter school, including the costs of
11 the administration, instruction, and other spending categories of the charter school; and
12
- 13 3. A detailed accounting, including the amounts and sources, of all funds received by the charter
14 school, other than the funds received per state law.⁴
15

16 This reporting requirement shall begin in the year after the year in which the charter school begins
17 operation.

18 Multiple charter schools overseen by a single governing board shall report their performance as
19 separate, individual charter schools. Each charter school shall be independently accountable for its
20 performance.

21 Each charter school governing body shall submit an annual audit of all accounts and records, to include
22 internal school activity and cafeteria funds, to the Board as soon as practical after June 30th.⁵

23 AUTHORIZER REPORTING AND REVIEW

24 By December 1st, the Board shall report to the Department of Education detailing the authorizer fees
25 collected in the previous school year and the authorizing obligations fulfilled using the fee.⁶ By
26 January 1st, the Board shall submit an annual authorizer report to the Department of Education and the
27 State Board of Education.⁷ The Superintendent of Schools and/or designee shall prepare the reports
28 and provide the information to the Board prior to submission.

Legal References

1. TCA 49-13-111(d); State Board of Education Policy 6.111
2. TCA 49-13-120
3. TCA 49-13-120(a)-(b)
4. TCA 49-13-112(a), (f)
5. TCA 49-13-127
6. TCA 49-13-128(f)
7. TCA 49-13-120(c)

Williamson County Board of Education

Monitoring: Review: Annually, in August	Descriptor Term: Charter School Intervention and Charter School Revocation	Descriptor Code: 1.904	Issued Date:
		Rescinds:	Issued:

1 ***General Principles for Charter School Intervention***¹

2 The Board shall develop a clear plan for monitoring charter schools that shall be set forth in the charter
3 agreement. If the Board identifies a deficiency in the academics, finances, or operations of the charter
4 school, the Superintendent of Schools and/or designee shall communicate the problem to the charter
5 school. Any intervention shall be proportionate to the identified problem and adhere to the provisions
6 of the charter agreement, and intervention strategies shall preserve the school autonomy and
7 responsibility while clearly stating consequences for noncompliance.¹

8 The Superintendent of Schools and/or designee shall give the charter school timely notice of any
9 charter agreement violations or performance deficiencies requiring intervention. Notices shall state the:

- 10 1. Deficiency;
- 11
- 12 2. Applicable regulatory, performance, or contractual provision(s) not achieved;
- 13
- 14 3. Expected remedy; and
- 15
- 16 4. Timeframe by which the Board expects the deficiency to be remedied or a corrective action
17 plan to be submitted.

18 The Superintendent of Schools shall provide charter schools with reasonable time and opportunity to
19 remedy the deficiency or to submit a corrective action plan.

20 **PROGRESSIVE INTERVENTIONS**²

21 The Board shall assign a level of intervention for the charter school as defined by the charter
22 agreement if deficiencies are identified. Depending on the severity of the deficiency, the Board
23 reserves the right to revoke the charter agreement in accordance with state law.

24 *Tier I – Notice of Deficiency*

25 The Board shall provide the charter school with notice of the specific deficiency with supporting
26 documentation as well as information on possible consequences.

27 Possible Deficiency: Failure to comply with the terms of the charter application and/or the charter
28 agreement; violation of federal and/or state law.

1 Possible Consequence: Sending a letter to the charter school’s governing board; sending terms of a
2 corrective action plan and possible consequences for the failure to correct the deficiencies.

3 *Tier II – Notice of Probationary Status*

4 Tier II shall be implemented if the interventions in Tier I are unsuccessful. These interventions shall
5 consist of sending a letter to the charter’s governing board as notice of probationary status and
6 outlining in the letter the terms of the probation and the timeline for correction of the deficiencies.

7 *Tier III – Review of Status*

8 Tier III shall be implemented if the interventions in Tier II are unsuccessful. These interventions shall
9 consist of a recommendation to revoke the charter contract or other sanctions.

10 **REMEDIES¹**

11 Charter schools shall be responsible for notifying the Board:

- 12 1. When a deficiency has been remedied;
13
14 2. If the charter school requires an extension of time to remedy a deficiency; or
15
16 3. If the charter school requests a modification to its corrective action plan.
17

18 ***General Principles for Charter School Revocation***

19 The Board shall revoke a charter school agreement if the charter school:³

- 20 1. Failed to meet or make sufficient progress toward the performance expectations set forth in the
21 charter school agreement;
22
23 2. Committed a material violation of any of the conditions, standards, or procedures set forth in
24 the charter school agreement;
25
26 3. Failed to meet generally accepted standards of fiscal management; or
27
28 4. Performed any of the acts that are conditions for non-approval of charter schools under state
29 law.

30 **NOTICE**

31 The Superintendent of Schools and/or designee shall notify the charter school of the Board’s intent to
32 revoke the charter school agreement in writing at least thirty (30) days prior to the revocation.⁴

33 Within ten (10) days of the Board voting to renew, not renew, or revoke a charter school agreement,
34 the Superintendent of School and/or designee shall report the Board’s decision to the Department of
35 Education. The Superintendent of Schools and/or designee shall also provide the charter school a copy

1 of the Board's resolution setting forth the decision and the reasons for the decisions, and an
2 explanation of the right to appeal.⁵

3 **REVOCATION DUE TO PRIORITY STATUS**

4 The Board may revoke a charter school agreement if the charter school is identified as a priority school
5 under state law. Revocation shall take effect immediately following the close of the school year in
6 which the charter school is identified as a priority school.⁶

7 ~~The Board shall revoke a charter school agreement if the charter school is identified as a priority
8 school for two consecutive cycles (beginning in 2017). Revocation shall occur immediately after the
9 close of the school year in which the charter school is identified as a priority school for the second
10 consecutive cycle.~~

11 **PROCEDURES FOR CLOSURE**

12 The Superintendent of Schools and/or designee shall develop administrative procedures regarding
13 charter school closures prior to the Board denying renewal or revoking a charter school agreement.⁷
14 These procedures shall outline a detailed protocol that will ensure timely notification to parents,
15 orderly transition of students and student records, and disposition of school funds, property, and assets
16 in accordance with state law.

Legal References

1. State Board of Education Policy 6.111
2. TCA 49-13-122; Public Acts of 2023, Chapter No. 206
3. TCA 49-13-122(b); State Board of Education Policy 6.111
4. TCA 49-13-122(e)
5. State Board of Education Policy 6.111
6. TCA 49-13-122(a)
7. TCA 49-13-130

Williamson County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Charter School Renewal	Descriptor Code: 1.905	Issued Date:
		Rescinds:	Issued:

1 INTERIM REVIEW

2 The Superintendent of Schools and/or designee shall conduct an interim review of a charter school in
3 the fifth year of a charter term in accordance with guidelines developed by the Department of
4 Education. As part of this process, the charter school shall submit a report on the progress of the school
5 in achieving the goals and objectives set forth in the charter agreement.¹

6 CUMULATIVE PERFORMANCE REPORT

7 Three (3) months prior to the date on which a charter school is required to submit a renewal
8 application, the Superintendent of Schools and/or designee shall submit a performance report to the
9 charter school that summarizes the school's performance record over the charter term and states the
10 summative findings concerning the school's performance and prospects for renewal.²

11 APPLICATION AND EVALUATION

12 No later than April 1st of the year prior to the year in which the charter school agreement expires, the
13 governing body of a charter school shall submit a renewal application to the Board.³

14 The Superintendent of Schools and/or designee shall conduct a renewal evaluation site visit to each
15 charter school that submits a charter school renewal application.

16 The Board will make renewal decisions by February 1st in the year the charter school agreement
17 expires.

18 RENEWAL CRITERIA⁴

19 The Board shall define and communicate with schools the criteria for renewal that is consistent with
20 the charter agreement. The Board shall make its renewal decision based on the renewal application,
21 annual progress reports, and renewal performance report.

22 Within ten (10) days of the Board voting by resolution on a renewal application, the Superintendent of
23 Schools and/or designee shall promptly notify a school of its renewal recommendation and decision,
24 including the reasons for the decision and any rights to an appeal. The Superintendent of Schools
25 and/or designee shall promptly communicate renewal decisions to the school community and public.

Legal References

1. TCA 49-13-121(k)
2. State Board of Education Policy 6.111
3. TCA 49-13-121(a)
4. TCA 49-13-121; State Board of Education Policy 6.111

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Website: <http://www.wcs.edu>



TO: Williamson County Board of Education

FROM: Jason Golden

DATE: September 14, 2023

RE: 2024-2025 Calendar Parameters

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

If you choose to have parameters, the parameters established by consensus at the Board work session will form the basis for the item. The Board may then adopt or amend the item at the full Board meeting on September 18, 2023.

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MEMORANDUM

TO: Williamson County School Board

FROM: Jason A. Golden, Superintendent

DATE: September 18, 2023

RE: Superintendent's Goals and Objectives

The following are the proposed goals for the Superintendent for 2023-2024, with revised language based on earlier feedback.

1. **Strategic Plan Execution**: Lead WCS Administration through formation and kickoff phase of 2023-2028 WCS Strategic Plan. Initial meetings by staff and stakeholder groups, representing a minimum of 15 areas of the plan, with a workstream plan and timeline which will be presented no later than the May 2024 Board Meeting.
2. **Transportation Strategy & 2023 Immediate Action**:
 1. By November 2023, submit to the Board for approval a pilot plan for a bus route area that includes route changes that might immediately, positively affect bus route completion times. Reducing bus stops, increasing distances between stops, or other related methods are to be considered. Incorporate time and delivery metrics to compare the effect on students and families before and after execution.
 2. By May 2024, present a system-wide recommendation for improving transportation service, incorporating all identified factors, including but not limited to data obtained in the pilot, bus driver shortage strategies, external resource and stakeholder engagement, and the impact of changing school start times.
3. **Safety Planning**: Present draft safety plan to WCS Board addressing specific funding needs for 2024-2025 school year and incorporating comprehensive plan addressing all elements of safety planning, including but not limited to: access control standards, employee badge system, and cyber security by March 2024 Board Meeting.