



Williamson County Board Policy Committee

November 6, 2023 6:00 PM

Williamson County Administrative Complex Training Center, 1st Floor

1. Agenda

2. Board Policies First Reading

a. 1.402 Agendas

b. 4.211 Work-Based Learning

3. Board Policies for Discussion

a. 3.401 Student Transportation

Williamson County Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: Agendas	Descriptor Code: 1.403	Issued Date: 08/21/23
		Rescinds: 1.403	Issued: 05/17/21

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 *on educational topics germane to Williamson County Schools*. At the discretion of the
28 Chair, this time may be extended. Williamson County residents and WCS employees shall have
29 priority. In the event time remains, the Chair may allow nonresidents to speak. All persons addressing
30 the Board will state his/her name, provide his/her address, and provide the name of the organization or
31 group he/she represents before addressing the Board. ~~The Board reserves the right to limit the time of~~

- 1 ~~any speaker.~~ The Chair shall have the authority to terminate the remarks of any individual who is
2 disruptive or does not adhere to Board rules.³
- 3 Under the tenure recommendations section of the agenda, if a Board member requests that any specific
4 tenure recommendation(s) be acted upon separately, this request will be honored automatically.
- 5 Agendas for special meetings of the School Board shall be established pursuant to requirements
6 established by Tennessee law.
- 7 The agenda shall be available at each meeting for visitors. The agenda shall be available online to the
8 members, the media, and the public.

Legal References

1. TCA 49-2-206
2. ~~Public Acts of 2023, Chapter No. 300~~ [TCA 8-44-112](#)
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 November	Descriptor Term: Work-Based Learning Program	Descriptor Code: 4.211	Issued Date: 06/17/19
		Rescinds: 4.2093	Issued: 06/15/15

1 A work-based learning program is provided by Williamson County Schools (“WCS”) for all students
2 according to policies and procedures of the Tennessee State Board of Education, and as described in
3 the Tennessee State Department of Education Work-Based Learning Policy Guide.¹

4 Structured work-based learning experiences may include registered apprenticeships, cooperative
5 education, transition, internships, school-based enterprises, health science clinicals, service learning,
6 job shadowing, and career practicum courses. Structured learning experiences must be related to the
7 student’s Career and Technical Education Focus area or to the student’s career goals and must provide
8 for close student supervision.

9 Safeguards, identified by local, federal or state agencies, will be implemented to protect students and
10 current employees. When appropriate the Williamson County Risk Management Department will be
11 consulted with and made aware of work-based learning programs.

12 Any activity to be considered a “work-based learning activity” should meet each of the basic
13 prerequisite criteria listed below.

- 14 1. The student must secure a Work-Based Learning placement (job) related to the student’s CTE
15 Elective Focus or career interest that will be an extraordinary capstone experience taking the
16 place of a high school course.
17
- 18 2. The student must complete the Work-Based Learning application.
19
- 20 3. The student must be a *junior or* senior and have approval of the appropriate Work-Based
21 Learning Coordinator, Principal (designee), and Executive Director of Career and Technical
22 Education.
23
- 24 4. The student must have passed all courses the previous semester and while enrolled in Work-
25 Based Learning.
26
- 27 5. The student must have satisfactory record of grades, attendance, and behavior.
28
- 29 6. The student must have no more than five (5) unexcused absences per the truancy laws of the
30 State of Tennessee while participating in the Work-Based Learning program. Students not
31 meeting this standard at the end of the semester may not be permitted to continue in the Work-
32 Based Learning program during the next semester.
33
- 34 7. The student must have reliable transportation to the placement site.

1 8. The student must average five (5) hours per week for 1 credit in Work-Based Learning or ten
2 (10) hours per week for 2 credits in Work-Based Learning.

3 The following student eligibility standards will be required:

- 4 1. Students participating in a school-approved experience must have passed all courses from the
5 prior semester and pass all courses while enrolled in Work-Based Learning.
6 2. Students must maintain a job and school attendance rate of no more than five (5) unexcused
7 absences while participating in a school-approved experience.

8 For students eligible for special education, more stringent eligibility requirements shall not go beyond
9 state and/or federal regulations that pertain to special education support services. Individualized
10 Education Plans (IEPs), which include a transition plan, will be the determining factor for participation
11 in work-based learning.

Legal References

1. [TCA 49-6-420](#); State Board of Education Policy 2.103(5); TN State Dept. of Ed. Work-Based Learning Policy Guide (2017).

Cross References

Insurance Management 3.600

Williamson County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Student Transportation	Descriptor Code: 3.401	Issued Date: 11/18/19
		Rescinds: 3.401	Issued: 11/15/04

- 1 The Transportation Director shall have the responsibility of scheduling bus routes in such fashion that
2 riding time, overlap and duplication of services shall be minimal. If a parent chooses to send their child
3 to another county school, the parents are required to provide transportation all the way to and from the
4 school. The total transportation service and especially bus routes and student pick up points shall be
5 reviewed annually to discover more economical means of transporting students to and from school.
6 Bus routes shall begin officially at the point where the first eligible child is picked up.
- 7 No student shall be allowed to remain in transit to or from school on a school bus more than one and
8 one-half hours in the morning or one and one-half hours in the afternoon.¹
- 9 Day care centers will be considered the same as student domiciles in planning, scheduling, and
10 designating pickup points within established school transportation zones for students enrolled in
11 before-school and/or after-school programs at these day care centers.
- 12 Buses shall collect groups of students at convenient, but designated pick up points. Buses are not to
13 pick up students house by house as this creates traffic congestion, results in unnecessary costs and
14 requires too much time. Students whose driveway enters a public road less than one-half mile from an
15 established route shall meet the bus at a designated point. Bus travel on private roads will be
16 determined by the transportation director based upon safety factors and accessibility.
- 17 No student shall be charged a fee for the privilege of being transported with public funds to any public
18 school.
- 19 No student in grades K-8 residing within the 9th Special School District will be transported by bus to
20 any county school.
- 21 Only those persons authorized by the Board shall be entitled to ride a school bus. Those persons
22 presently authorized are school system employees, students, or volunteers. All such volunteers and
23 others shall be approved by the principal or supervisor by name and in writing with a list of same
24 forwarded to and approved by the transportation director prior to their riding the bus.
- 25 Visitors of eligible students who desire to ride the bus to or from school may be transported only at the
26 discretion of the principal. In no case, however, will visitors be transported when their presence will
27 overload the bus, or when their conduct or presence may cause disturbance or dissension.
- 28 (Refer to procedures)

Legal References

1. TCA 49-6-2105