

Board of Education Regular Meeting

August 8, 2022 6:30 PM

Liberty Elementary School, 600 Liberty Pike, Franklin, Tennessee 37064

- I. **MEETING CALLED TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **RECOGNITIONS/GOOD NEWS AWARDS**
- IV. **PUBLIC INPUT**
- V. **REPORTS/PRESENTATIONS/DISCUSSIONS**
 - V.1. Teaching & Learning Spotlight
 - V.2. Construction Report
- VI. **APPROVAL OF BOARD AGENDA**
- VII. **APPROVAL OF CONSENT AGENDA**
 - VII.1. Minutes of Board Meeting dated July 25, 2022
 - VII.2. Bids: Food and Culinary Services Department
- VIII. **BUSINESS BEFORE THE BOARD**
 - VIII.1. Policy Revision: Board Members Legal Status (1.102) - *2nd Reading*
 - VIII.2. Policy Revision: Bids and Quotations (2.806) - *2nd Reading*
 - VIII.3. Policy Revision: Instructional Standards (4.1011) - *2nd Reading*
 - VIII.4. Policy Revision: Library Materials (4.403) - *New Policy - 2nd Reading*
 - VIII.5. Policy Revision: Use of the Internet/Intranet (4.406) - *2nd Reading*
 - VIII.6. Policy Revision: Employment of Retirees (5.119) - *New Policy - 2nd Reading*
 - VIII.7. Policy Revision: Separation Practices for Tenured Teachers (5.200) - *2nd Reading*
 - VIII.8. Policy Revision: Separation Practices for Non-Tenured Teachers (5.201) - *2nd Reading*
 - VIII.9. Policy Revision: Substitute Personnel (5.701) - *2nd Reading*
 - VIII.10. Policy Revision: Reporting Child Abuse (6.409) - *2nd Reading*
 - VIII.11. Policy Revision: Attendance (6.200) - *1st Reading*

IX. **DIRECTOR OF SCHOOLS REPORT**

X. **UPDATES**

X.1. **Teaching and Learning**

X.2. **Finance and Administration**

XI. **ANNOUNCEMENTS**

XII. **ADJOURNMENT**

Franklin Special Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: Appeals to and Appearances Before the Board	Descriptor Code: 1.404	Issued Date: 08/08/16
		Rescinds: 1.404	Issued: 09/14/98

1 APPEALS TO THE BOARD

2 Any matter relating to the operation of the school system may be appealed to the Board. However, the Board
3 desires that all matters be settled at the lowest level of responsibility and will not hear complaints or concerns
4 which have not advanced through the proper administrative procedure from the point of origin. If all steps of the
5 administrative procedure have been pursued and there is still a desire to appeal to the Board, the matter shall be
6 referred in writing to the office of the director of schools and the Board shall determine whether to hear the appeal.

7 APPEARING BEFORE THE BOARD

8 Individuals desiring to appear before the Board must submit a written request with descriptive materials to the
9 office of the director of schools six (6) days before the meeting. If the request is approved by the Executive
10 Committee, the item will be placed on the agenda. Individuals placed on the agenda will be recognized at the
11 beginning of the meeting and given time to speak when their topic of interest is addressed on the agenda. All
12 requests submitted will be included in the board packet.

13 If an individual wishes to address the Board on an item on the agenda, he/she may sign up on the form provided
14 before the beginning of the board meeting to request time to speak. Delegations must select only one individual
15 to speak on their behalf unless otherwise determined by the Board.

16 The chair may recognize individuals not on the agenda for remarks to the Board if it is determined that such is in
17 the public interest. A majority vote of members present can overrule the decision of the chair. Recognition of
18 individuals who are not citizens of the school system is to be determined by a majority vote of the Board.

19 Individuals speaking to the Board shall address remarks to the chair and may direct questions to individual board
20 members or staff members only upon approval of the chair. Each person speaking shall state his name, address,
21 and subject of presentation. Remarks will be limited to three (3) minutes unless time is extended by the Board.
22 The chair shall have the authority to terminate the remarks of any individual who is disruptive or does not adhere
23 to Board rules.¹ Members of the Board and the director may have the privilege of asking questions of any person
24 who addresses the Board.

25 Individuals desiring additional information about any item on the agenda shall direct such inquiries to the office
26 of the director of schools.

Legal References

1. TCA 39-17-306

Cross References

- School Board Meetings 1.400
- Agendas 1.403
- Complaints About School Personnel 5.502

FSSD Teaching and Learning

Excellence in Teaching and Learning for All



Date: August 1, 2022
To: David Snowden, Director of Schools
From: Mary Decker, Associate Director of Schools for Teaching and Learning
Subject: Summary of Teaching and Learning Activity for the August Board Meeting



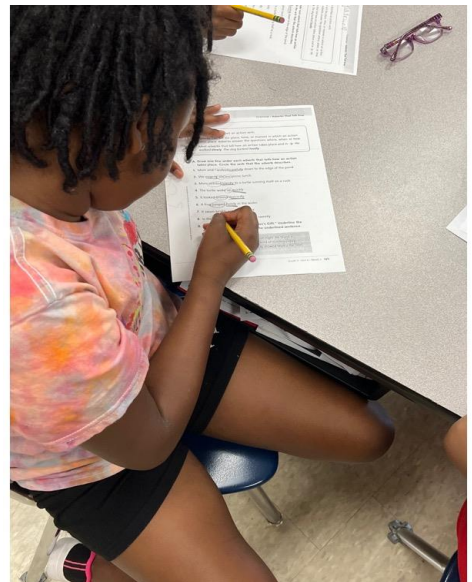
Spotlight:

Summer Learning Camp 2022

The FSSD's highly successful 2022 Summer Learning Camp (SLC) was actually comprised of three summer learning programs (summer learning camp, learning loss bridge camp, and an after-school learning mini-camp that focused on Science, Technology, Reading, Engineering, Arts, and Math (STREAM). Previously, the FSSD received a waiver to offer these STREAM learning opportunities after school during the 2021-22 school year. Each component of this summer programming was required by the January 22, 2021 Tennessee Learning Loss Remediation and Student Acceleration Act. Per this legislation, districts are required to first enroll priority students in the camps before opening enrollment to all students.

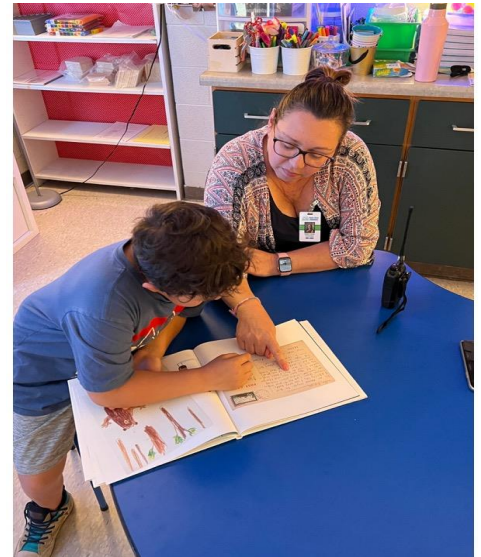
As stipulated by the Learning Loss legislation, the following students are considered priority:

- Scored below proficient in math or ELA on the most recent TCAP
- Scored below proficient in math or ELA on a winter 2022 district universal screener
- Eligible for Temporary Assistance for Needy Families (TANF) [for the purposes of the Summer Learning Camp program, students who are Economically Disadvantaged (ED)].



Camp attendance was not required, but was highly encouraged. Though the FSSD has traditionally offered middle school summer school for students recommended by teachers, for now, the middle school summer school program has been incorporated into Summer Learning Camp.

Preparation and ongoing support for the SLC were most definitely team efforts by various FSSD district administrators and staff. Members of Teaching and Learning (T&L) secured and organized curricular resources, both digital and in hard copy form, and updated pacing guides at all grade levels in both reading and math. These materials focused the four weeks of the camp on the essential standards to be covered. Teachers implemented our district-adopted resources along with several additional supplemental pieces. The STREAM Camp resources from SAE International titled *A World in Motion* consisted of STREAM challenges geared for specific grade levels. The instructional resources for classroom and intervention instruction are detailed below:

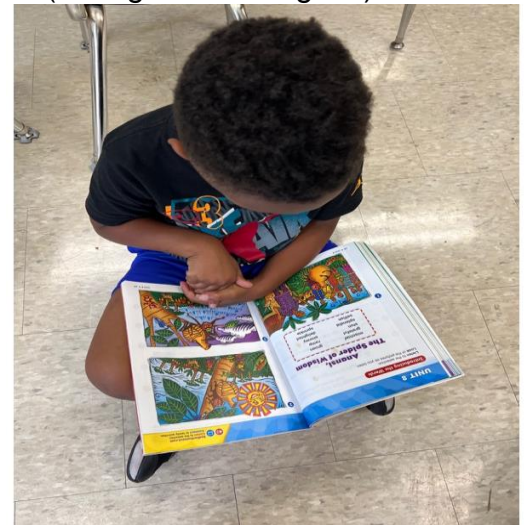


Rising 1st – Rising 5th Graders

- ELA 95% Core Phonics (Rising 1st – 3rd)
- Wonders ELA (Rising 4th – Rising 5th)
- Moving with Math Extensions (Rising 1st – Rising 5th)
- i-Ready Math and Teacher Toolbox (Rising 1st – Rising 5th)
- Imagine Learning digital resource (Rising 1st – Rising 3rd)
- i-Ready Reading digital resource (Rising 4th – Rising 5th)
- WonderWorks ELA Intervention (Rising 4th – Rising 5th)
- Read Aloud Library: Vocabulary & Listening Comprehension (Rising 1st – Rising 2nd)
- Vocabulary Workshop (Rising 3rd – Rising 5th)

Rising 6th – Rising 9th Graders

- Open Up ELA (Rising 6th)
- Saavas myPerspectives ELA (Rising 7th)
- StudySync ELA (Rising 8th-Rising 9th)
- i-Ready Math and Teacher Toolbox (Rising 6th – Rising 9th)
- Moving with Math Extensions (Rising 6th – Rising 9th)
- Achieve3000 digital ELA resource (Rising 6th – Rising 9th)
- Vocabulary Workshop ((Rising 6th – Rising 9th)
- Rewards ELA Intervention (Rising 6th – Rising 9th)



T&L also provided tools, guidance, and knowledge related to SLC registration and student information procedures, safety (including three drills), social emotional learning, behaviors supports, technology (including WiFi access and devices), state-required pre- and post-assessment administration and analysis, parent/guardian communications, social media, accommodations for students with disabilities, and more. The always-helpful Finance and Administration team contributed in multiple, indispensable ways as well, including with bus transportation, maintenance/custodial services, hiring, and payroll. Many FSSD Central Office/Central Office Annex personnel were an integral part of these efforts.

We are proud that SLC served 426 students during full days from May 31 – June 23 with the ultimate goal of maximizing achievement in math and reading, but also that these young people attended physical education and music classes, had time for social interactions with both familiar and new friends and educators, and learned with the cheerful and kind therapy dogs Starr (from LES), Alma and Bella (from Poplar Grove), and Mattie (from JES) by their sides. Further, two SLC administrators, 52 teachers, 17 paraprofessionals, three parent liaisons, three nurses, a receptionist, and a school counselor devoted their considerable expertise and compassion to ensuring SLC was an effective and memorable experience for everyone involved. Gratitude and kudos to all.

Instructional Technology – Josh Bracamontes

Promethean Summit

- On July 12, the FSSD hosted the Promethean Summit mini-conference at Freedom Middle School. This collaboration with one of our key education technology vendors brought high-quality professional learning to the district for our teachers as well as educators across the region. The core of the conference focused on how to expertly use the Promethean ActivPanels (the smart boards found in nearly all classrooms within the FSSD), ClassFlow (a presentation resource that keeps students engaged), and other resources available to our teachers and pupils. We were excited to be able to host this event, as it served our teachers well.

Professional Learning

- Dr. Bracamontes attended multiple opportunities for professional learning in June and July. The varied engagements provided a wealth of knowledge regarding leadership, technology, literacy, teaching practices, and more. Four of the professional learning opportunities are listed below.
 - TEAM Evaluator Recertification Training
 - Read 360 Literacy Training
 - Tennessee Educational Technology Association Summer Institute
 - The Promethean Summit

Clever Sync

- The instructional technology specialists worked with the technology team to begin the database syncing process for the upcoming school year. By implementing mechanisms that allow the FSSD's digital resources to automatically generate classes and rosters, teachers and pupils are able to begin using their high-quality instructional materials on the first day of school.

Curriculum & Professional Learning – Summer Carlton

Young Scholars Institute (YSI)

- YSI had a successful two weeks! Our final enrollment was:
 - Week 1: 278 Junior Scholars and 133 Senior Scholars
 - Week 2: 258 Junior Scholars and 121 Senior Scholars

YSI was able to provide 40 scholarships across both weeks. Students were engaged in exciting and challenging exploratory classes. A big thank you to the hard work of our directors, Eric Ellison, Crystal Lepping, Hollie Osteen, and Travis King, and all of our YSI teachers and staff!

August 1 Opening Day

- Our opening day will kick off the school year with a ceremony including a welcome and opening remarks from Dr. Snowden, a Teaching and Learning welcome from Dr. Decker, the introduction of new employees by Dr. Esslinger, and a presentation from our keynote speaker, Mr. Kenneth Williams. Mr. Williams is a nationally recognized trainer, speaker, coach and consultant in leadership and school culture. A practitioner for nearly three decades, Mr. Williams led the improvement efforts at two schools by leveraging the Professional Learning Communities at Work process. Mr. Williams is the former principal of The Learning Academy at E. J. Swint in Jonesboro, Georgia, and Damascus Elementary School in Damascus, Maryland. His firsthand experience with transforming challenged schools translates into action-oriented presentations that inspire hope, create a clear vision, and offer practical strategies to those overwhelmed by challenges. Williams earned a Bachelor of Arts from Morehouse College and a Master of Science from the University of Bridgeport. He is the co-author of the bestseller, *Starting A Movement: Building Culture from the Inside-Out in Professional Learning Communities, Creating Physical and Emotional Safety in Schools*, and the author of his newest book *Ruthless Equity: Disrupt the Status Quo and Ensure Learning for ALL Students*, which was released in May 2022.
- The focus for the remainder of this day of professional learning will center on targeted special education training, district collaborative planning time, and campus professional learning community time. Teachers, paraprofessionals, and other staff will engage in the below professional learning opportunities to equip them for the upcoming school year.
 - Tennessee ACCESS for ALL (formerly SPDG) Initiative Training: Johnson Elementary School and Moore Elementary School will participate in a campus-wide ACCESS for ALL- (*All Children Challenged and Equipped for Success in School*) Initiative (formerly the Special Education State Personnel Development Grant (SPDG) Initiative) training. The ACCESS for ALL program, administered through the TN Department of Education and Office of Special Education Programs (OSEP), assists state education agencies and their partners in improving results for children with disabilities through systems of professional learning and dissemination of knowledge about best practices to educators and families. The focus of this training will be on increasing access of core instruction for all students and providing increasingly intensive intervention for all students.
 - District-Wide Collaborative Planning Time: Staff across the district will have the opportunity to collaborate with their peers from other campuses that teach the same content/grade level. This structured time will be facilitated by a coach or lead teacher, with an agenda and questions provided.

Communications – Susannah Gentry

FSSD Student Panel on Diversity, Equity, and Inclusion (DEI)

- The second annual student panel on DEI occurred July 13. Ms. Gentry worked with Student Support Services and Dr. Mary Decker to ensure this panel of former FSSD students was able to freely and safely share their experiences and provide feedback into how the district can improve its efforts to provide a sense of belonging to every FSSD student. The pupils did an amazing job of articulating their appreciation of past practices, their hopes for future students to feel a sense of belonging, and suggestions for school leaders, faculty and staff going forward.

National School Public Relations Association (NSPRA) Conference

- In mid-July, Susannah attended the NSPRA Conference in Chicago, at which she joined impactful sessions, such as “Culture Clash: Issues Management in the Age of Instant Communication,” “Meeting at the Crossroads: Searching for Common Ground in a Divided Community,” and “5 Ways to Turn Your Website into a Staff Recruitment Secret Weapon.” Engaging keynote speakers presented on topics including Duncan Wardle’s “Igniting a Culture of Innovation and Creativity,” and Greg Bell’s “What’s Going Well? The Question That Changes Everything.”

Continuing Communications Efforts

- Planning for a summer upgrade to our Blackboard Connect Mass Notifications and Mobile App programs
- Boosting the Careers section of the website to drive more applications
- Preparing communications for the meet and greet and opening of school

Attendance – Celby Glass

Annual Projects

- Celby is collaborating with Robb Walters on various annual projects, including but not limited to the Civil Rights Data Collection report as well as the creation and distribution to all campuses of the student information cards.

Records Storage

- With the move to a new central office on the horizon, Celby is working to identify an electronic data base company that would store the FSSD’s permanent cumulative student records. This would make the records easily accessible and would create more space for other storage items and/or potentially, rooms for student usage.

Safety Support

- Recently Celby has provided feedback and insights regarding safety with regard to the ongoing district construction projects, the move of MAC from the annex to Johnson Elementary School, and the Liberty Elementary School renovation.

Annual Faculty Safety Training

- Celby has scheduled the annual faculty safety training at all campuses for the fall of 2022, and she is looking forward to reviewing best safety practices at these meetings. Lockdown and shelter-in-place procedures, the distribution of bleeding control kits, and related items will be discussed.

Annual Summer Safety Administrator Training

- On July 18, school administrators and several district administrators attended the annual summer safety administrator training. The agenda included topics such as our district’s threat assessment procedures and documentation of safety incidents. Jay Fahey, Assistant District Attorney with the Williamson County Juvenile Court, Captain Zollicoffer, SRO Division Supervisor, Detective Haber with the Williamson County Sheriff’s Office, and Chris Holz with the Williamson County Juvenile Court presented as well.

Student Support Services – Lee Kirkpatrick

Voluntary Pre-K (VPK)

- The district continues to actively solicit applications to ensure income qualifying families who have a four-year-old child and live in the Franklin Special School District take advantage of this invaluable learning experience in preparation for kindergarten. As of July 14, the district had filled 59 of an anticipated 80 VPK grant-funded seats. Recruitment will continue until all student seats are occupied in the five district VPK classrooms.

School Counselors and Social Workers

- On July 19, the school counselors and social workers participated in professional learning focused on the American School Counselors Association Standards and the district's school counseling programs.
- On July 27, Amanda Fischer, Melissa Lopez, and representatives from the NOOK (Sara Holt and Jimena Stovall) will accompany Dr. Kirkpatrick to present during Enhancing the Quality of Our Introductory Professionals (EQUIP). This session will orient new employees on school social work, the services and mission of the NOOK, and student support services offered by the district.

English Learners (ELs)

- Dr. Kirkpatrick, Dr. Farmer, and Ms. Carroll are working to finalize two EL teaching positions at FMS and MES, respectively. We are hopeful both of these positions will be filled in time for new employees to attend EQUIP, to be held at JES July 27 and 28.

Parent Liaisons and District Translator

- The FSSD welcomes Mr. Barrett Patton as a parent liaison replacing Ms. Amelia Coe at PGMS. Ms. Coe has filled the full-time position vacated by the retiring Prisca Hill, and she will serve both PGES and JES as parent liaison.

Reading & Rtl Coordinator – Gina Looney

Literacy/Rtl Update

- The universal screening process will look slightly different as we kick off a new school year. We will no longer use STAR Reading in the elementary schools. Third and fourth grades will now use i-Ready ELA as the universal screener.
- The FSSD Dyslexia Screener has been updated to reflect changes in our instructional materials (95% Group) and universal screener (the change from STAR to i-Ready ELA).
- The district approved interventions list has been updated and shared with administrators. The changes reflect our commitment to using the most high-quality instructional materials in our interventions as well as our core instruction.

Literacy Related Professional Learning and Resources

- Recently, K-4 collaborative meetings were held and those attending were able to view the updated weekly pacing guides for ELA. The pacing guides work was completed largely by a team of teachers from LES and MES, with the support of Mandy Wiemers, MES Literacy Coach, and Jennifer Marotta, PGES Literacy Coach. The feedback from the first educators to view these guides was extremely positive. Thanks so much to all those who had a part in the work.
 - On the first day of school, all K-2 teachers will receive the new weekly pacing guides. The new streamlined guides provide links to folders containing any additional materials

needed for the week to provide extra clarity for teachers as they merge Wonders and 95% Core Phonics Program, our newest foundational skills materials.

PAC Operations Manager – Jeremy Maxwell

Meetings

- The Connector Gallery continues to be a meeting location for the T&L team, as well as for several professional learning sessions.
- Production meetings have begun for the August 1 opening day event, with Mr. Maxwell coordinating needs with Nabholz, M3, and Mrs. Carlton.

Tours

- Tours for potential renters have begun. The owners of Stage Right School of Performing Arts in Spring Hill were quite impressed by our facility, and have expressed keen interest in using the space.
- Upcoming tours include an EQUIP tour for new teachers and an A4LE tour for architects and school administrators focusing on school design.

Punch List

- ID scanners are being installed, the sound mixer console has finally arrived and is being installed and programmed, tile is being replaced in the Legacy Gallery, and the parking lot in front of the PAC is being repaved.

Social Media/Logo

- Mr. Maxwell is setting up social media accounts for the PAC (feel free to like and follow!) on Facebook, Twitter, Instagram, and TikTok. These will be essential tools for informing the community about the PAC's use as a rental facility and for marketing/advertising upcoming productions for FSSD as well as for renters.
- The creation of a PAC-specific logo has begun. The logo will be used to help brand the PAC, primarily online and on social media.

Organization/Storage

- The PAC is utilizing several large shelving units from the annex to help store and organize set pieces from PGMS and FMS, in order to make the best use of space in the prop/scenic room.

Special Populations – Cheryl Robey

Tennessee ACCESS for ALL (Formerly SPDG) Initiative Training Planning Meeting

- ACCESS facilitators Ms. Watson and Mr. Lawson planned the training sessions scheduled for August and September with FSSD staff and administration. The sessions will focus on increasing ACCESS (*All Children Challenged and Equipped for Success in School*) to Tier 1 instruction for students with disabilities. The training series includes two half-day trainings and two communities of practice (CoP) sessions in the spring. School teams consisting of general education teachers, special education teachers, administrators and others as appropriate will participate in the trainings. These sessions will be valuable in impacting the mindset, culture and climate of the schools and classroom settings as we focus on providing all students the tools needed to have academic success.

FSSD Summer Certified Restraint Training

- Certified Restraint/De-escalation Training, LLC, (Matt & Vickie Eldridge) provided Technique only Training for 11 FSSD administrators on June 28. The session included manuals, videos, web links, a PowerPoint, an exam, and certification cards. Participants learned how to administer any/all Certified Restraint Techniques when needed in the school setting. This is a valuable training for all participants to have a better understanding of the appropriate restraint and de-escalation strategies to be used with students in emergency situations across the district.

2021-22 IEP Monitoring

- FSSD participated in review of selected Individual Education Programs (IEPs), initial evaluations, and triennial evaluations through the Division of Federal Programs and Oversight, part of the Tennessee Department of Education, during the 2021-22 school year. The selected files from FSSD were found to be compliant, and the monitoring process is complete. This is great news for FSSD and our special educators. Writing compliant IEPs and completing the evaluation process for students suspected of having a disability according to state timelines will be a continued focus for all special educators.

FSSD Special Education Newsletter

- The August FSSD Special Education newsletter may be accessed at the following link:
<https://www.smore.com/3gr9f>

Instructional Technology – Shelly Robinson

Tennessee Educational Technology Association (TETA) Summer Institute Conference 2022

- This year, TETA held its annual Summer Institute Conference at White House Heritage High School, in White House, Tennessee. This conference is geared toward district-level technology and instructional technology leaders, and includes a teacher day. Shelly Robinson had the privilege of attending the conference with Dr. Bracamontes and Mrs. Whitley, and together they co-presented a session titled “Building-Level Instructional Technology Leader Program.” It highlighted the three-year implementation of FSSD’s building instructional technology leader program.



In addition to presenting, Mrs. Robinson attended a variety of sessions to broaden her knowledge and network in instructional technology. Sessions included topics such as protecting student data privacy, Google Chrome updates/content, Google Jamboard, Discovery Education, and more.

Digital Resource Request Process

- Before any digital resource is purchased or student accounts are created, the resource must go through an application process to be reviewed for safety, quality, and effectiveness. Shelly Robinson worked closely with Mrs. Whitley and Dr. Bracamontes to look through the digital form to make minor edits and updates, ensuring it is ready for the 2022-2023 school year.

Professional Learning

- Shelly Robinson completed and passed the TEAM recertification/evaluation course. Additionally, she attended the FSSD Promethean Summit hosted at Freedom Middle School where she had the opportunity to work with educators and representatives from Promethean to learn how to use the interactive boards to their fullest potential. Finally, Mrs. Robinson, along with Mrs. Whitley and Dr. Bracamontes, is co-presenting at this year's EQulP (Enhancing the Quality of Our Introductory Professionals) training.

Instructional Technology – Amber Whitley **EQulP Training**

- Each year, the instructional technology specialists (ITSs) lead professional learning for all new teachers during EQulP (Enhancing the Quality of Our Introductory Professionals). The ITS team will meet with these educators on July 27. The day-long training will focus on the many aspects of the district's technology offerings, with the morning to be spent covering topics from how to request support for troubleshooting to the vast digital resources provided by the district. This valuable time will also ensure teachers are able to sign into their varying accounts. In the afternoon, the ITS team will walk teachers through the use of Google Classroom (the district's learning management system) so they are prepared to provide assignments virtually, as we know this is imperative in today's world. In addition, the ITS team will review the district's use of Zoom and Screencastify, both of which have been crucial platforms over the past two years.

Administrative Support

- During the 2021-22 school year, Curriculum Associates offered an "i-Ready Projected Proficiency Report" that provided information regarding the percentage of students that were projected to be proficient on TCAP at the end of the year if they met their typical i-Ready growth. Once TCAP scores were returned, Amber worked with a number of principals to compare our results to the projections in order to see how closely they aligned. She found that in most cases, the percentage of students who ended up being proficient was very close to the projected proficiency of the students who met their typical growth goals in i-Ready.

Professional Learning

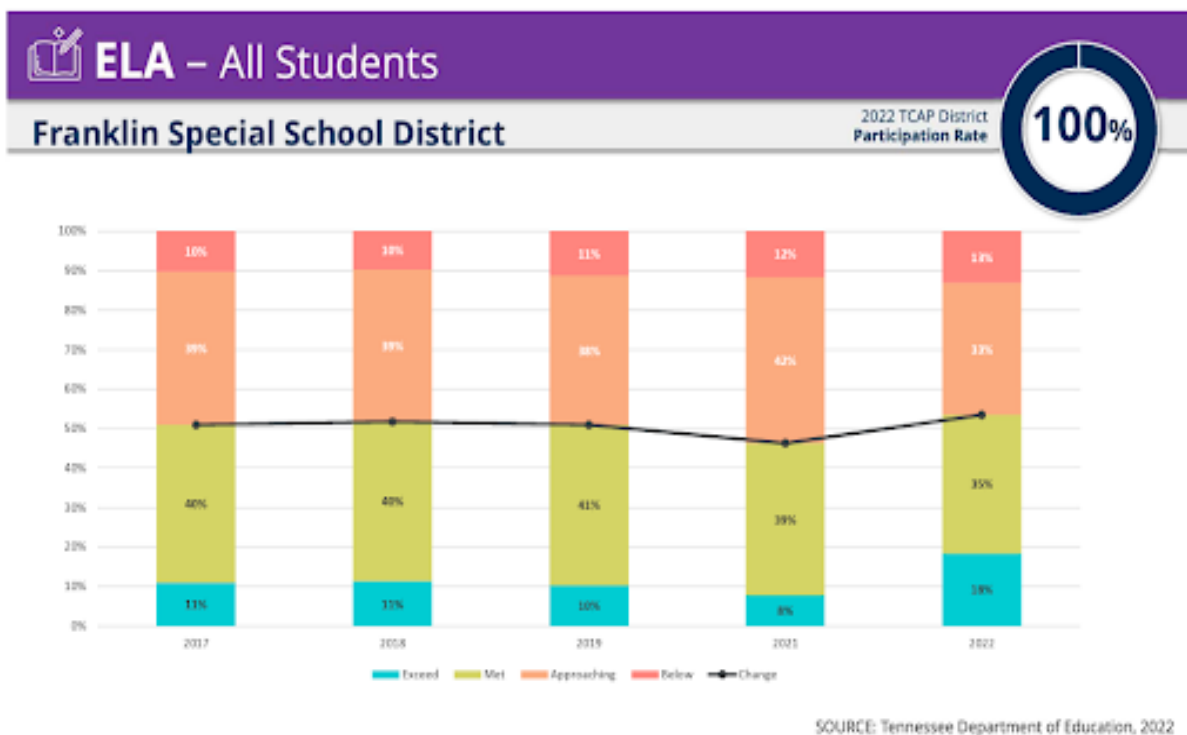
- All educators who are licensed to teach reading in any grade, kindergarten through five, are required to complete the Foundational Literacy Skills course. To meet this requirement, Amber completed the Read 360 training and passed the final content knowledge test.

In addition, Amber completed the recertification TEAM evaluation course, attended the Promethean Summit hosted by FMS, and attended/presented at TETA's Summer Institute in Robertson County.

Student Performance & Federal Programs –Pax Wiemers

Student Performance

- As the summer progresses we are receiving more information about the performance of our students on the spring 2022 TCAP, as well as other district and school accountability measures. On July 6, the state released some testing results for every district in Tennessee, including the FSSD. Below is a screenshot that shows how our ELA performance on TCAP has risen above pre-pandemic levels, which is an amazing accomplishment for our district.



- As you can see, the district had a 100% participation rate in this year's TCAP testing. The full slideshow with district results can be found [here](#) with the FSSD slides beginning on slide 464. In addition, the state released further district and school accountability information on July 11. This release provided the following accountability measures: Chronically Out of School percentages, ELL growth (as measured by the WIDA Access tests), and TCAP Achievement success rates. The district's Chronically Out of School percentage for the 2021-22 school year improved to 6.3% of students chronically absent, down from 6.8% in the prior year. The district's ELL growth rate improved from 45.2% of students meeting the growth expectation on WIDA testing in 2020-21 to 49.1% meeting the growth expectation this past year. For TCAP success rates (the percentage of students who were proficient or advanced on TCAP), the district's overall ELA success rate grew extraordinarily from 46.3% in 2020-21 to 53.5% in 2021-22. The district's overall math success rate grew from 48.6% in 2020-21 to 50.8% in 2021-22. In science, the district's overall success rate dipped slightly from 58.9% in 2020-21 to 57.8% in 2021-22. Finally, in grades 6-8 social studies, the success rate grew dramatically from 61.8% in 2020-21 to 66.4% in 2021-22. Overall, the early return on our 2021-22 results

has been encouraging. The TVAAS growth calculations and preliminary designations for schools and the district will be released to us in early August, and these will include any schools achieving reward school status and preliminary letter grades for the district and each school.

Kindergarten Assessments

- In July of each summer, we screen any students whose parents request early entrance into kindergarten, provided that the child's birthdate falls between August 16 and September 30 of the entering year. The district has set a high standard for early enrollment into kindergarten, using a nationally normed assessment in which a child must score at the 80th percentile or higher to be eligible to start kindergarten early. In the past two years, no students have met that standard. This year so far, three children have completed the necessary paperwork and been screened, and one student has met the threshold and been determined eligible for early enrollment into kindergarten.

Federal Programs

- Now that the federal programs budgets have been approved by the TDOE, our Title I schools are able to begin expending their Title I funding in preparation for the 2022-23 school year. We make it a point to meet with schools in the summer to discuss federal regulations for expenditures, parent engagement, and other Title I policies. A Title I Checklist is provided to the administrators of these schools to make it easy for them to complete the requirements. In addition, we use a shared Google Drive to collaborate and upload required documentation to maintain our compliance with federal guidelines and regulations.
- Summer is also the season in which school administrators work on their annual School Improvement Plan in the InformTN platform. We make it a priority to meet with each school to provide technical support and advice to make the process as seamless as possible for them to create an effective and meaningful school improvement plan. These plans are due in the system by September 1, at which point our district committee will provide feedback, and then must approve all plans by October 1.



Bond Fund/Capital Projects Status Update – August, 2022

PGS Gym/PAC:

1. Closeout documents have been reviewed and will be sent back to Nabholz this week and PAC AV has been partially installed.

Liberty:

1. Final punch on last phase completed 7-28-2022.
2. Passed Fire Marshal Inspections
3. Exterior door upgrades will complete by end of next week
4. Outside clean-up of staging areas is underway
5. Close-Out Documents/Process beginning

Central Office Complex:

1. Phase 1: Facilities & Transportation Center:
 - a. Phase IA: Exterior & Structural Repairs
 - i. Demolition work has started on the Facilities and Transportation Center.





- b. Phase 1B: Interior Buildout & Sitework:
 - i. 100% Construction Documents are complete.
 - ii. City of Franklin Planning required a turn lane analysis for Eddy Land at Reynolds Drive intersection.
 - iii. GMP for phase 1B expected in time to include on the September 12, 2023 board meeting agenda.
2. Phase 2: Central Office:
 - a. 50% Construction Documents are due 9/19/22.
 - b. 100% Design are expected to be complete by 12/20/22.
 - c. GMP expected from Nabholz in early February 2023 after final review of scope at the January 2023 board work session then on the agenda for the February, 2023 board meeting.

Johnson Kitchen Renovation/Expansion and Roof Replacement:

1. JES Kitchen:
 - a. Demolition is completed and underground rough in and footing excavation has begun.
 - b. Construction is scheduled to finish by December 30, 2022
 - c. Existing conditions of sanitary sewer elevations verified in the field did not match assumptions during design. This will result in a change of sanitary sewer design coming out of the kitchen greatly impacting the contingency allotted for the project. The decision was made to install a pump in the line to move water uphill to city sanitary sewer access.
2. JES Roof: Guaranteed Maximum Price currently set at \$1,401,927 and work is planned to begin in the Spring of 2023.

FES Roof: Guaranteed Maximum Price currently set at \$ 879,794 was approved at the July 25, 2022 board meeting. Work will be scheduled to begin in the Spring of 2023.

Parks and Recreation Master Plan:

2. Starting site sidewalks at/around the buildings.
3. Baseball infield and warning track mix work continues.
4. Roofing metal to be completed mid-week (8/8/22) on all dugouts.
5. **Sod** to be placed on baseball fields end of August, then proceed with sod at softball fields.
6. Cabinets at Building A have been installed.
7. Building B to have HVAC week of 8/8/22.
8. Plumbing fixtures to be set in Buildings week of 8/15/22.
9. Concession equipment to be placed in Building A week of 8/22/22.
10. Door Hardware for both Buildings to be installed week of 8/15/22.
11. Painting continues at both buildings as well as electrical work.
12. Remaining brick to arrive in August
13. Site Irrigation continues.



Franklin Special School District

SINCE 1906

David L. Snowden, Ph.D., Director of Schools • 507 New Highway 96 West • Franklin, TN 37064 • 615-794-6624 • 615-790-4716 (fax) • www.fssd.org

TO: Members of the Franklin Special School District Board of Education and Local News Media
FROM: David L. Snowden, Ph.D., Director of Schools
DATE August 3, 2022
RE: Agenda for the Franklin Special School District Board of Education meeting to be held on Monday, August 8, 2022 at 6:30 p.m., to be held at Liberty Elementary School, 600 Liberty Pike, Franklin.

- I. MEETING CALLED TO ORDER 6:30 p.m.
- II. PLEDGE OF ALLEGIANCE 6:32 p.m.
- III. RECOGNITIONS/GOOD NEWS 6:35 p.m.
 1. Recognitions
- IV. PUBLIC INPUT *Please limit comments to three (3) minutes per speaker* 6:40 p.m.
- V. REPORTS/PRESENTATIONS/DISCUSSIONS 6:50 p.m.
 1. Teaching and Learning Report
 2. Construction Report
- VI. APPROVAL OF BOARD AGENDA 7:00 p.m.
- VII. APPROVAL OF CONSENT AGENDA 7:05 p.m.
 1. Minutes of Board Meeting dated July 25, 2022
 2. Bids: Food and Culinary Services Department
- VIII. BUSINESS BEFORE THE BOARD 7:10 p.m.
 1. Policy Revision: Board Members Legal Status (1.102) – 2nd Reading
 2. Policy Revision: Bids and Quotations (2.806) – 2nd Reading
 3. Policy Revision: Instructional Standards (4.1011) – 2nd Reading
 4. Policy Revision: Library Materials (4.403) – New Policy - 2nd Reading
 5. Policy Revision: Use of the Internet/Intranet (4.406) – 2nd Reading
 6. Policy Revision: Employment of Retirees (5.119) – New Policy - 2nd Reading
 7. Policy Revision: Separation Practices for Tenured Teachers (5.200) – 2nd Reading
 8. Policy Revision: Separation Practices for Non-Tenured Teachers (5.201) – 2nd Reading
 9. Policy Revision: Substitute Personnel (5.701) – 2nd Reading
 10. Policy Revision: Reporting Child Abuse (6.409) – 2nd Reading
 11. Policy Revision: Attendance (6.200) – 1st Reading
- IX. DIRECTOR OF SCHOOLS REPORT 8:10 p.m.
- X. UPDATES 8:15 p.m.
 1. Teaching and Learning
 2. Finance and Administration
- XI. ANNOUNCEMENTS 8:20 p.m.
- XII. ADJOURNMENT 8:25 p.m.

All Franklin Special School District meetings are open to the public.

Excellence in Teaching and Learning for All

The Franklin Special School District is an equal opportunity employer

July 25, 2022
Franklin, Tennessee

The Franklin Special School District Board of Education met at 6:30 p.m. on Monday, July 25, 2022, at Freedom Middle School, 750 New Highway 96 West, Franklin. A link to the recording may be found at <https://youtu.be/pr0NU-VTD0k> .

The following members were present: Chair Robert Blair, Kevin Townsel, Robin Newman, Tim Stillings and Allena Bell. Not present was Alicia Barker.

Others present were: Dr. David Snowden, Dr. David Esslinger, Susannah Gentry, Leslie Duke, Carol Riordan, Dr. Cheryl Robey, Dr. Pax Wiemers, Celby Glass, Dr. Lee Kirkpatrick, Bo Alexander, Jeremy Maxwell, Lisa Chatman, Amber Whitley, Summer Carlton, Dr. Josh Bracamontes, Mark Anderson, Amy Fisher, principals, other district leadership team members and community.

I. MEETING CALLED TO ORDER

The meeting was called to order at 6:31.

II. PLEDGE OF ALLEGIANCE

Freedom Middle School Principal Dr. Charles Farmer welcomed those in attendance and led the Pledge of Allegiance. Chair Robert Blair called for a moment of silence before being seated.

III. RECOGNITIONS/GOOD NEWS

Resolution in Support of FSSD Teachers – Mr. Blair read a resolution signed by the Board (on file).

IV. PUBLIC INPUT

- Rebecca Richardson, 506 Figuers Drive, Franklin – spoke regarding sale of CO Annex property in concern for future parking at FES events, future bus lanes and parent pick up plans, future staff parking needs. Requested that a PUD (planned urban development) contract to be added to the sales contract with the buying developer to provide two acres of the property as a City space.
- Nicholas Basquill-White, 414 Figurers Drive, Franklin – also requests a PUD, spoke against over-development of the space with concerns of additional traffic, bus lanes, safety and flooding, also wants a green space provided.
- Jared Sullivan, 419 Figuers Drive, Franklin – requested two acres of green space provided for a public park, requested that FSSD retract its rezoning request as R4 and submit a PUD.

V. REPORTS / PRESENTATIONS / DISCUSSIONS

1. **Teaching and Learning Spotlight** – “FSSD Leadership Retreat” – More information is presented in the Summary of T&L Activity for July (on file).
2. **Construction Report** – Presented by Dr. Esslinger (report on file). In addition to the report, Dr. Esslinger noted that the CO Complex Phase 1A will be finished by October;

Phase 1B will be up for approval at the August meeting, which is the interior renovation of the Transportation/Maintenance Facility and most of the site work for the entire project. All buses and department personnel will be relocated to the CO Annex during this time. Phase 1B will conclude construction approximately April 2023 and all will be moved back to the permanent location. Disruption to the residents will be kept to a minimum: dependent upon construction, moved back to Eddy Lane ASAP. To answer some of the concerns expressed in Public Input, there are currently 151 marked parking spaces at FES, and 65 employees. In addition, Dr. Snowden noted that there aren't any of our schools that do not have overflow parking on special event days/evenings. Mrs. Newman also noted that our community uses our playgrounds, soccer fields, etc. when school is not in session, referring to the continued use of the FES playground(s) and soccer field behind the school. There has been no change to the bus lanes and routes in and out; car riders have been adjusted from coming off Battle Avenue, now they will come down Cannon and Fairground streets. Parents will be contacted concerning this change sometime this week.

VI. APPROVAL OF BOARD AGENDA

Allena Bell made a **motion** to approve the Board Agenda as presented. Tim Stillings **seconded** the motion, which **carried 5-0**.

VII. APPROVAL OF CONSENT AGENDA

Robin Newman made a **motion** to approve the Consent Agenda as presented. Allena Bell **seconded** the motion, which **carried 5-0**.

Approved under Consent Agenda (on file) were:

1. **Minutes of Board Meeting dated June 13, 2022**
2. **Minutes of Budget Work Session dated June 20, 2022**
3. **2022-2023 Annual Agenda**
4. **Listing of Board Member Development Opportunities (Pursuant to 1.204)**
5. **2022-2023 Consolidated Application Approval for IDEA/ESEA**
6. **Overnight Field Trip Request – FIS 6th Graders to Nature's Classroom**
7. **Budget Amendments**

VIII. BUSINESS BEFORE THE BOARD

1. **FSSD Budget FY 2022-2023** – The final general purpose and debt service budget documents including a summary and complete revenues and expenditures were provided for the Board's review in preparation of the meeting. Dr. Snowden gave the following overview: During the work sessions, much was accomplished through great questions and discussions by the Board members. We are extremely appreciative of your diligence during the 2022-2023 budgetary process. I would also like to recognize the work done by Dr. Esslinger, the finance personnel, and the school and district administrators and supervisors during this process.

We always appreciate the Board's continued focus on providing FSSD employees with an extremely competitive compensation package to recognize their dedication to the students and families of the FSSD. The proposed

2022-2023 budget provides a 4% COLA (Cost of Living Increase) for all FSSD employees. Additionally, the budget provides a step increase or the equivalent of a step increase for all employees, even those who are at the top of their salary scale. Also included in this proposal is the adjustment of three Non-Exempt Salary Schedules by 2% at each step (A, F1 and K). This is in addition to the 4% COLA. The continued payment of 100% for full-time employee insurance premiums is also a part of the proposed budget. Also included is an increase to the Tuition Reimbursement program for employees seeking advanced degrees from \$30,000 to \$40,000 in the pool, to incentivize educational advancement.

We have also included an additional flex day to use instead of a sick day, now personnel have up to two flex days to use.

Also, through the budget process, we presented and discussed budgets for federal, capital projects, Food & Culinary Services and MAC.

The administration recommended approval of all the budgets presented during the budgetary process.

Tim Stillings made a **motion** to approve the all budgets presented during the budgetary process as presented. Allena Bell **seconded** the motion, which by roll call vote **passed** 5-0, with one board member, Mrs. Barker, being absent.

- 2. FSSD Tax Rate FY 2022-2023** - Once the 2022-2023 budgets are approved, a tax rate will need to be set for both the General Purpose and Debt Service budgets. The tax rate to fund the proposed budgets is \$0.5371 cents for the General Purpose and \$0.1680 cents for the Debt Service, for a total of \$0.7051. This is the same combined rate as the 2021-2022 budget. The administration recommended approval of the 2022-2023 FSSD Tax Rate.

Tim Stillings made a **motion** to approve the tax rate as presented, by roll call vote. Allena Bell **seconded** the motion, which by roll call motion **passed** 5-0.

- 3. Franklin Elementary Roof Replacement Guaranteed Maximum Price (Amendment No. 3)** – This amendment provides the GMP for the FES Roof partial replacement. The GMP for the FES roof is \$879,794. The previously approved Amendment No. 1 and No. 2 were for a GMP of \$3,475,858. If Amendment No. 3 is approved, the total GMP for the JES Kitchen Expansion and the JES Re-Roof, also the FES Re-Roof will total \$4,355,652. The administration recommended approval.

Allena Bell made a **motion** to approve the **Franklin Elementary Roof Replacement Guaranteed Maximum Price (Amendment No. 3)** of \$879,794. Tim Stillings **seconded** the motion. By roll call vote the motion **passed** 5-0.

- 4. Policy Revision: Access to Public Records Maintained by the District (1.407) – 2nd Reading** – This policy revision request renames the policy from “School District Records”

and rewrites the policy, based on our legal counsel Chuck Cagle's recommendations and submittal of the language for the policy. There were no changes requested by the Board upon 1st Reading. The administration recommended approval.

Robin Newman made a **motion** to approve the second reading of the revisions to **Access to Public Records Maintained by the District (1.407)** as presented. Kevin Townsel **seconded** the motion. During discussion, Dr. Snowden clarified that updates to this policy follows regulations of the State Comptroller's Office. The motion **passed** 5-0.

5. **Policy Revision: School Volunteers (4.501) – 2nd Reading** – This revision request updates the policy to current practice and in compliance with TCA 49-5-13. There were no changes requested by the Board upon 1st Reading. The administration recommended approval.

Tim Stillings made a **motion** to approve the second reading of the revisions to **School Volunteers (4.501)** as presented. Robin Newman **seconded** the motion, which **passed** 5-0.

6. **Policy Revision: Board Members Legal Status (1.102) – 1st Reading** – Public Chapter 809 revises the qualifications for school board candidates. State law now requires that candidates be a qualified voter and resident in the county for one year prior to the qualifying deadline for running as a candidate. Per the TSBA Director of Policy & Staff Attorney, since this provision appears to solely apply to county districts, it is recommended that if you are in a city or special district, to reach out to your attorney and election commission for clarification as to their interpretation.

Our Williamson County Election Administrator, Chad Gray, interprets this new Public Chapter as also applying to our district. The legislation is effective as of September 2022 and will apply to the next election in 2024.

The administration recommended approval.

Tim Stillings made a **motion** to approve the first reading of the revisions to **Board Members Legal Status (1.102)** as presented. Robin Newman **seconded** the motion. During discussion, the question for more research was whether to also add being a resident of our district, in addition to being a resident of our county to be able to run for election. It was noted by Dr. Snowden that in our charter it is specifically outlined that persons attaining board member status must live within our district. The motion **passed** 5-0.

7. **Policy Revision: Memberships (1.104) – 1st Reading** - Revisions are to bring the policy to current practice. The administration recommended approval.

Allena Bell made a **motion to approve the first reading** of the revisions to **Memberships (1.104)** as presented **and to waive the second reading**. Robin Newman **seconded** the motion, which **passed** 5-0.

8. **Policy Revision: School Board Legislative Involvement (1.105) – 1st Reading –** Revisions are to bring the policy to current practice. The administration recommended approval.

Robin Newman made a **motion to approve the first reading** of the revisions to **School Board Legislative Involvement (1.105)** as presented **and to waive the second reading**. Allena Bell **seconded** the motion, which **passed 5-0**.

9. **Policy Revision: Board Member Development Opportunities (1.204) – 1st Reading -** Revisions are to bring the policy to current practice. The administration recommended approval.

Tim Stillings made a **motion to approve the first reading** of the revisions to **Board Member Development Opportunities (1.204)** as presented **and to waive the second reading**. Robin Newman **seconded** the motion, which **passed 5-0**.

10. **Policy Revision: Bids and Quotations (2.806) – 1st Reading –** The TSBA Director for Policy has recommended the revisions for Policy 2.806.

More school boards will be able to increase their bidding threshold based on Public Chapter 1016. We currently have a threshold at \$25,000. The threshold can further be increased to \$50,000 if the district has a centralized purchasing authority with a full-time purchasing agent and the Board votes to increase the limit.

Additionally, a new state law changes bidding requirements for insurance providers. Per Public Chapter 719, services from insurance providers are exempt from bidding requirements.

The administration recommended approval.

Tim Stillings made a **motion to approve the first reading** of the revisions to **Bids and Quotations (2.806)** as presented. Robin Newman **seconded** the motion, which **passed 5-0**.

11. **Policy Revision: Emergency Preparedness Plan (3.202) – 1st Reading -** School districts are now required to conduct at least one virtual learning drill each year per Public Chapter 936. TSBA has updated model policy 3.202 to reflect this requirement.

The administration recommended approval.

Allena Bell made a **motion to approve the first reading** of the revisions to **Emergency Preparedness Plan (3.202)** as presented **and to waive the second reading**. Robin Newman **seconded** the motion. During discussion, it was explained that the virtual learning drill is practice to move from in-person to virtual learning quickly to prevent loss of learning. The motion **passed 5-0**.

12. **Policy Revision: Instructional Standards (4.1011) – 1st Reading -** TSBA has updated their model policy to clarify that complaints of alleged violations of TCA 49-1-302 regarding prohibited concepts are required to comply with the complaint process outlined by the TN Department of Education's temporary emergency rule. Please note that the regulation below will change as the Department of Education implements a permanent

regulation. Once the Department releases a final regulation, we will send any recommended changes.

Additionally, TSBA has added clarifying language regarding how complaints may be submitted if materials are allegedly in violation of Public Chapter 1085.

We have used the TSBA model policy to update our policy regarding instructional standards and complaints, as well as adding Policy 4.402 and updating Policy 4.403, for the Board's consideration.

The administration recommended approval.

Allena Bell made a **motion** to approve the first reading of the revisions to **Instructional Standards (4.1011)** as presented. Robin Newman **seconded** the motion, which **passed** 5-0.

- 13. Policy Revision: Virtual Education Program (4.212) – 1st Reading** - Public Chapter 897 allows districts to utilize virtual instruction for up to two days each semester. This option can only be used in certain scenarios (i.e., severe weather, serious outbreak of illness, and assessments like EOC exams and ACT). TSBA has provided their model policy for our modifications.

The administration recommended approval.

Robin Newman made a **motion** to approve the first reading of the revisions to **Virtual Education Program (4.212)** as presented. Kevin Townsel **seconded** the motion, which failed 3-2. After the initial motion failed, upon reconsideration by the Board, Mr. Stillings reintroduced the policy with a **motion** to approve the first reading, **seconded** by Mrs. Newman, which **passed** 4-1. **The policy will be reviewed and brought back for second reading at the September meeting.**

- 14. Policy Revision: Reconsideration of Materials (4.402) – Moved from 4.403 - 1st Reading** - Per TSBA Director of Policy & Staff Attorney: "Public Chapter 744, known as the Age-Appropriate Materials Act, creates new requirements for Boards. This Act requires school districts to: (1) maintain and post online a current list of the materials in the school's library collection; and (2) adopt a policy for developing and reviewing school library collections. This required policy must contain procedures for developing a library collection, receiving and evaluating feedback, and periodically reviewing the library collection to ensure that it contains materials appropriate for the age and maturity levels of students who may access them and that it is suitable for and consistent with the educational mission of the school.

To assist districts in complying with this law, TSBA has created a new model policy (4.402) and revised an existing model policy (4.403). Model policy 4.402 contains the process for handling complaints about textbooks and instructional materials while model policy 4.403 has been reworked to align with this new state law and focuses solely on library materials. Please note that Boards may revise these policies to align with local standards, which has been done. TSBA encourages reaching out to your local board attorney if there are legal concerns. Additionally, we expect the state Textbook Commission and Instructional Materials Quality Commission to release further guidance on this topic by December 1st per Public Chapter 1137."

The administration recommended approval.

Allena Bell made a **motion to approve the first reading** of the revisions to **Reconsideration of Materials (4.402)** as presented **and to waive the second reading**. Tim Stillings **seconded** the motion, which **passed 5-0**.

- 15. Policy Revision: Library Materials (4.403) – New Policy - 1st Reading** - Per TSBA Director of Policy & Staff Attorney: “TSBA revised existing model policy 4.403 to focus solely on library materials and included the new requirements placed on school districts as outlined in Public Chapter 744. On further review, TSBA has made an additional edit to this policy to ensure that the roles of the materials review committee and the Board are clearly defined. Clarifying these roles in policy 4.403 will better prepare school districts for when the State Textbook Commission and Instructional Materials Quality Commission releases its guidance on this topic by December 1st per Public Chapter 1137. Please see attached the updated version of policy 4.403. TSBA recommends that all Boards adopt this version of 4.403.”

The previous policy 4.403 has been renumbered to 4.402 and is also being presented for your consideration.

The administration recommended approval.

Robin Newman made a **motion** to approve the first reading of the revisions to **Library Materials (4.403)** as presented. Tim Stillings **seconded** the motion, which **passed 4-1**, with Mr. Townsel voting against.

- 16. Policy Revision: Use of the Internet/Intranet (4.406) – 1st Reading** - Per TSBA Director of Policy & Staff Attorney, TSBA has updated their model policy 4.406 to align with the requirements of Public Chapter 1002. This new law requires Boards to have a policy in place regarding complaints about how vendors provide access to online content. The law requires districts to have a policy specifically allowing these complaints and stating how they will be handled.

The administration recommended approval.

Tim Stillings made a **motion** to approve the first reading of the revisions to **Use of the Internet/Intranet (4.406)** as presented. Allena Bell **seconded** the motion. During discussion, it was noted that page 3 would be updated with a title of the personnel that would be notified of a complaint alleging a violation, for the second reading. The motion **passed 5-0**.

- 17. Policy Revision: Employment of Retirees (5.119) – New Policy - 1st Reading** - Due to the increased vacancies across the state, the General Assembly passed Public Chapter 821 – allowing an additional option for employment of retirees to fill these roles. To clarify the options for employing retirees, TSBA has created model policy 5.119.

Additionally, information on retirees has been removed from 5.200, 5.201, and 5.701 to help provide clarity.

The administration recommended approval.

Tim Stillings made a **motion** to approve the first reading of the revisions to **Employment of Retirees (5.119)** as presented. Allena Bell **seconded** the motion. During discussion,

Mr. Stillings asked if this policy fits FSSD, and Dr. Snowden and Mrs. Duke agreed that it did. The motion **passed** 5-0.

- 18. Policy Revision: Separation Practices for Tenured Teachers (5.200) – 1st Reading** - As in the description for new policy 5.119, information on retirees has been removed from **5.200**, 5.201, and 5.701 to help provide clarity and placed in 5.119 for clarification on the options for employing retirees.

TSBA has provided this guidance due to the increased vacancies across the state with passage of Public Chapter 821 by the General Assembly.

The administration recommended approval.

Allena Bell made a **motion** to approve the first reading of the revisions to **Separation Practices for Tenured Teachers (5.200)** as presented. Robin Newman **seconded** the motion, which **passed** 5-0

- 19. Policy Revision: Separation Practices for Non-Tenured Teachers (5.201) – 1st Reading** - As in the description for new policy 5.119, information on retirees has been removed from 5.200, **5.201**, and 5.701 to help provide clarity and placed in 5.119 for clarification on the options for employing retirees.

TSBA has provided this guidance due to the increased vacancies across the state with passage of Public Chapter 821 by the General Assembly.

In addition, Public Chapter 678 requires districts to include additional information when providing notices of non-renewal in certain instances. If a teacher is non-renewed due to the lack of funding for the position, the non-renewal notice must include that information as the reason for the non-renewal. Model policy 5.201 has been updated to include that requirement.

The administration recommended approval.

Robin Newman made a **motion** to approve the first reading of the revisions to **Separation Practices for Non-Tenured Teachers (5.201)** as presented. Allena Bell **seconded** the motion, which **passed** 5-0.

- 20. Policy Revision: Substitute Personnel (5.701) – 1st Reading** - As in the description for new policy 5.119, information on retirees has been removed from 5.200, 5.201, and **5.701** to help provide clarity and placed in 5.119 for clarification on the options for employing retirees.

TSBA has provided this guidance due to the increased vacancies across the state with passage of Public Chapter 821 by the General Assembly.

The administration recommended approval.

Allena Bell made a **motion** to approve the first reading of the revisions to **Substitute Personnel (5.701)** as presented. Robin Newman **seconded** the motion, which **passed** 5-0.

- 21. Policy Revision: Admission of Suspended or Expelled Students (6.318) – 1st Reading** - Previously, state law required that the Commissioner of Education be notified if a district

denied enrollment to a student who had been suspended or expelled from another school district. Public Chapter 686 removes that notification requirement.

TSBA has included this policy revision in their June updates to reflect that change. The administration recommended approval.

Robin Newman made a **motion to approve the first reading** of the revisions to **Admission of Suspended or Expelled Students (6.318)** as presented **and to waive the second reading**. Tim Stillings **seconded** the motion, which **passed 5-0**.

- 22. Policy Revision: Reporting Child Abuse (6.409) – 1st Reading** - With the June policy updates, revisions have been provided for this policy. Public Chapter 841 narrows the category of individuals who must receive training on child abuse. In the past, state law required all school personnel to receive this training, but moving forward, this training will only be required for employees working directly with students. We have updated policy 6.409 to align with this revised standard.

Additionally, Public Chapter 781 allows employees to first report to the Department of Children's Services and law enforcement if an alleged instance of child abuse involves someone employed by, previously employed by, or otherwise affiliated with the school district. The district's Child Abuse Coordinator must still be notified; however, in those particular instances, they are not required to be notified until the other entities are contacted.

The administration recommended approval.

Tim Stillings made a **motion** to approve the first reading of the revisions to **Reporting Child Abuse (6.409)** as presented. Robin Newman **seconded** the motion. During discussion, Mr. Townsel and Mrs. Newman requested that everyone possible go through the training. The motion **passed 5-0**.

IX. DIRECTOR OF SCHOOLS REPORT

- **Summer MAC Programming** – Our Summer MAC program was held this year at Johnson Elementary with “Camp MAC” as our theme. We had 252 students enrolled in the program in grades K-8. Our students were so excited to have field trips return this year: some of their favorites were Chuck E Cheese, Skating, and Defy. Each week had a theme with daily activities focused around Reading, Art, STEM and Sports. Students also participated in our summer reading program where they logged the books they read this summer and earned a prize for their efforts; this program was also encouraged through the FSSD Story Bus coming to visit. We also provided the opportunity for students to create clay art with Third Coast Clay and learn the art of painting with local artist, Shannon Haas, several times throughout the summer. MAC would like to thank the administrative and custodial teams at Johnson Elementary for their support in helping to make this such a wonderful program for our FSSD students! We would also be amiss without a big thanks to our MAC Supervisor, Amanda Parks, and her office staff who organizes our programming behind the scenes and always does an excellent job.

- **Young Scholars Institute Recap** - YSI had a successful two weeks! Our final enrollment for both weeks was 536 Junior Scholars and 254 Senior Scholars. YSI was also able to provide 40 scholarships across both weeks. Students were engaged in an exciting week of challenging and exploratory classes. Some of our exciting classes included arts and crafts such as painting, knitting and drawing, problem solving such as chess and Lego projects, language classes, cooking classes, sports, Harry Potter book club, music and drama such as dancing, theater, violin and guitar lessons, and science such as aerospace workshop, crime scene investigator and STEM classes. A big thank you to the hard work from Summer Carlton and T&L, and of our directors, Eric Ellison, Crystal Lepping, Hollie Osteen, and Travis King, and all of our YSI teachers and staff!
- **Rebecca Lounsbury FSSD Summer Feeding Recap** - A total of 18,378 breakfasts and 22,948 lunches were served in the 23 weekdays between May 31 and June 30. Meals were served through the Summer Learning Academy, the Young Scholars Institute, MAC, WeeMac, street delivery, the Boys & Girls Club, Franklin Housing and drive through 7-day meal pick up at LES and PGS. The grab and go drive through pick up at PGS served 2,170 breakfasts and lunches, or 310 children. LES served 3,654 breakfasts and lunches, or 522 children. Each child received 7 breakfasts and 7 lunches. Our Youth Ambassador from No Kid Hungry, Alexis Ketterman, assisted Lorie Morgan with the coordination of the 7 day meal packets. Street delivery in the Franklin Estate/Franklin area served 3,762 breakfasts and lunches, and the Cadet/Liberty Area served 2,410 breakfasts and lunches. Children received a hot lunch and a breakfast for the next day during this delivery. Thanks to the Keep Fed Act, we are able to continue the 7-day meal service July 8, 15 and 22. We are also able to continue to provide breakfast and lunch by street delivery. The last day of meal service for Summer 2022 was be July 22. Many thanks goes to Robbin Cross and her hard working team for this much needed service to our students and community.
- **Summer Learning Camp and STREAM Recap** – We were thrilled to have approximately 426 students who completed the FSSD Summer Learning Camp/Learning Loss Bridge program. The feedback from parents, students and staff has been extremely positive. New additions this summer included music, P.E., and a school counselor on staff, as well as the STREAM component being integrated into the Summer Learning Camp day. We will provide the Board with an update at the August Board meeting.
- **Story Bus Plus** – This summer the Story Bus welcomed young readers from June 6 - July 22. Our partnership with Kroger provided three convenient stops - Monday on Hillsboro Road, Tuesday on Columbia, and Wednesday on Murfreesboro Road. The Murfreesboro Road location was our busiest location with Columbia coming in a close second. At those three locations, we served approximately 230 children! The Story Bus staff enjoyed reading books with the young readers - many of those were repeat customers and visited each week. On three Fridays during the summer, Summer MAC's students enjoyed time on the bus. A big thank you to Chuck Sugg for always coming through with Sonic coupons for our visitors, to Robbin Cross and her team for making sure the lunches and milks are prepared, and to Transportation for having the Story Bus parked and ready for the staff to welcome our students aboard!

- **Opening Day** - On August 1st , we will have our official *Opening of Schools Program*. Personnel will be attending our program at two times during the day at the PAC – some will have sessions at their school and some will be at the PAC, and then the others will have the reverse that day. Our keynote speaker, Dr. Ken Williams, is a former teacher, assistant principal, and principal, and will share his experience and expertise as a recognized trainer, speaker, coach, and presenter in education and leadership. We hope your schedule will allow you to join us during one or both of the sessions to be recognized.
- **EQUIP Training** - The new teacher induction program will be conducted July 26-28. The first two days will have the entire group, with the last day focusing on SPED teachers only. There are 36 new teachers, with 31 able to participate in the training in person. At this time we have one position open, which is middle school Social Studies (there are still parapro and bus driver positions open). We look forward to working with our new teachers and administrators as the new school year begins!
- **Conferences and meetings update:**
 - Urban Boards Alliance Symposium - September 8 and 9 – Atlanta
 - TSBA Fall District Meeting – Mid-Cumberland Region – September 29 - Williamson County Schools at Centennial High School. Alternate locations and dates for the Fall District Meeting attendance have also been sent out to you.
 - NSBA CUBE 2022 Annual Conference – September 29 – October 1 – Miami
 - TSBA Leadership Conference and Annual Convention – November 10-13 – Gaylord Opryland Hotel and Convention Center
 - NABSE 2022 Conference – November 30 – December 4 – National Harbor, MD

X. UPDATES

Teaching & Learning – Dr. Mary Decker, Associate Director for Teaching & Learning, provided the following (on file):

- Demographics Report for July 2022

Finance & Administration – David Esslinger, Associate Director for Finance & Administration, provided the following (on file):

- Personnel Change Report June/July 2022
- Investment Report
- Revenue and Expenditure Reports
- Sales Tax Revenue Comparison Report for July

XI. ANNOUNCEMENTS

- Mr. Stillings asked how we can make the Story Bus even more beneficial for our community.
- The tax collections are 1.7% up for the month compared to last year and up 6.2% year to date, adding to our budget \$319,000 more than projected.

XII. ADJOURNMENT

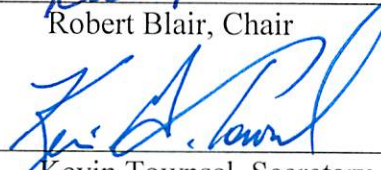
Chair Blair adjourned the meeting at 7:58 p.m.



Robert Blair, Chair

8/8/2022
Date

ATTEST:



Kevin Townsel, Secretary

8/8/22
Date



Franklin Special School District

SINCE 1906

David L. Snowden, Ph.D., Director of Schools • 507 New Highway 96 West • Franklin, TN 37064 • 615-794-6624 • 615-790-4716 (fax) • www.fssd.org

To: Dr. David Esslinger, Associate Director for Finance and Administration

From: Robbin Cross, Food and Culinary Services Supervisor *RC*

Subject: Food and Culinary Services Bid Awards for School Year 2022-2023

Date: July 25, 2022

The Franklin Special School District Food and Culinary Services program recommends accepting bids from the following vendors for the School Year 2022-23.

Milk and Dairy: Our milk bid this year is a renewal with Rutherford County. Murfreesboro Pure/Purity Dairy is the vendor. We have the option of renewal for two more years. Annual estimated value of contract \$130,000.00.

Major Vendor (food and non-food): Our major food and non- food grocery bid is a renew with price increase this year. Grocery (food and non-food) bid will be awarded to Sysco of Nashville for an annual estimated dollar value of \$600,000.

Commodity Processing: Based on current market prices, it appears advantageous to renew this bid with Gold Kist and Tyson to process large chicken. This will be year five of five under the existing contract. FSSD annual dollar value is \$65,000.00

1.102 BOARD MEMBERS LEGAL STATUS – 2nd Reading

Public Chapter 809 revises the qualifications for school board candidates. State law now requires that candidates be a qualified voter and resident in the county for one year prior to the qualifying deadline for running as a candidate. Per the TSBA Director of Policy & Staff Attorney, since this provision appears to solely apply to county districts, it is recommended that if you are in a city or special district, to reach out to your attorney and election commission for clarification as to their interpretation.

Our Williamson County Election Administrator, Chad Gray, interprets this new Public Chapter as also applying to our district. The legislation is effective as of September 2022 and will apply to the next election in 2024.

For the second reading, we have added an additional line on page 1 under “Qualifications” to include also being a resident of FSSD for at least one year prior to an election.

Note – As Dr. Snowden stated at the July meeting, the Private Acts do state Board members have to reside within the FSSD boundaries.

Franklin Special Board of Education			
Monitoring: Review: Annually, in September	Descriptor Term: Board Members Legal Status	Descriptor Code: 1.102	Issued Date: Proposed
		Rescinds: 1.102	Issued: 04/11/22

1 The legal status of board members shall be as follows:

2 **NUMBER OF MEMBERS**¹

3 The board is composed of six (6) members.

4 **QUALIFICATIONS**

5 Members of the Board shall be at least 21 years of age and residents of the school district. They shall be
6 citizens of recognized integrity, intelligence, and ability to administer the duties of the office.^{1, 2} To
7 qualify as a candidate, an individual must show proof of:

- 8 1. Graduation from high school or receipt of a GED or HiSET;³ and
- 9 2. Being a qualified voter and resident in the county for one (1) year prior to the qualifying
10 deadline for running as a candidate (effective with the 2024 election).⁴
- 11 3. Being a qualified voter and resident in the district for one (1) year prior to the qualifying
12 deadline for running as a candidate (effective with the 2024 election).

13 **TERMS OF OFFICE**

14 Members of the board shall serve four (4) year terms.¹

15 **METHOD OF ELECTION**

16 Members of the Board shall be elected by qualified voters of the Franklin Special School District at the
17 August election.

18 **VACANCIES**

19 Vacancies shall be declared to exist on account of death, resignation, moving out of the district,⁴ or
20 through due process proceedings.⁶

21 When a vacancy occurs, the unexpired term shall be filled by the remaining members of the Board. Such
22 appointment shall continue until the next biennial election.⁷ At such election a person shall be elected to
23 either fill the unexpired term of office created by the vacancy or to a full term of office.

24 **RESIGNATION**

25 A thirty (30) day notice is requested of any Board member who wishes to resign the position. Such
26 resignation shall be presented in writing to the Chairman of the Board.

Legal References

1. TCA 49-2-201(a)(1)
2. TCA 49-2-202(a)(1)
3. TCA 49-2-202(a)(4)
4. Public Acts of 2022, Chapter No. 809
5. TCA 49-2-202(a)(2)
6. 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)
7. TCA 49-2-202(e)(1)

Franklin Special Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Board Members Legal Status	Descriptor Code: 1.102	Issued Date: 04/11/22
		Rescinds: 1.102	Issued: 02/12/18

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2. TCA 49-2-202(a)(1)
3. TCA 49-2-202(a)(4)
4. TCA 49-2-202(a)(2)
5. TCA 8-47-101; TCA 49-1-611; TCA 49-2-202(e)(2)
6. TCA 49-2-202(e)(1)

2.806 BIDS AND QUOTATIONS – 2nd Reading

The TSBA Director for Policy has recommended the revisions for Policy 2.806.

More school boards will be able to increase their bidding threshold based on Public Chapter 1016. We currently have a threshold at \$25,000. The threshold can further be increased to \$50,000 if the district has a centralized purchasing authority with a full-time purchasing agent and the Board votes to increase the limit.

Additionally, a new state law changes bidding requirements for insurance providers. Per Public Chapter 719, services from insurance providers are exempt from bidding requirements.

There were no changes requested by the Board upon 1st Reading.

Franklin Special Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Bids and Quotations	Descriptor Code: 2.806	Issued Date: <i>Proposed</i>
		Rescinds: 2.806	Issued: 08/09/21

1 All purchases of supplies, materials, equipment, and contractual services in excess of ~~twenty-five~~
2 ~~thousand dollars (\$25,000)~~, **fifty thousand dollars (\$50,000)**, including those of individual schools, shall
3 be based on competitive bids.¹ These bids shall be solicited by advertisement in a newspaper of general
4 circulation within the school system. The purchasing agent shall advertise for bids and receive
5 quotations. The advertisement may be waived by the purchasing agent in an emergency.²

6 The principal shall serve as purchasing agent in each school when using school activity funds.

7 ~~For district purchases in excess of \$25,000, in lieu of issuing its own bids the district may purchase from~~
8 ~~active competitive bids or cooperative purchasing agreements made by other governmental entities, to~~
9 ~~the extent permitted by law. Use of such purchasing mechanisms must be approved in advance by the~~
10 ~~Associate Director of Schools for Finance and Administration, and must create economies and~~
11 ~~efficiencies for the district.~~³

12 All purchases of ~~twenty-five thousand dollars (\$25,000)~~, **fifty thousand dollars (\$50,000)** or less,
13 including those of individual schools, may be made in the open market without newspaper notice, but
14 shall, whenever possible, be based on at least three (3) competitive bids.²

15 The lowest and/or best bid shall be accepted, provided the purchaser reserves the right to reject any or
16 all bids or any part of any bid and, if applicable, to accept the bid which is best as evidenced by reasons
17 relative to the purpose of the purchase.^{3 4} Any bid may be withdrawn prior to the scheduled time for the
18 opening of bids. Any bid received after the time and date specified shall not be considered.

19 The bidder to whom the award is made may be required to enter into a written contract.

20 The practice of splitting an order or dividing items to be purchased in order to avoid the use of bidding
21 or other purchasing procedures is strictly prohibited.

22 EXEMPTIONS FROM COMPETITIVE BIDDING

23 Contracts for legal services, educational consultants, and similar services by professional persons or
24 groups of high ethical standards shall not be based upon competitive bids but shall be awarded on the
25 basis of recognized competence and integrity.^{4 5}

26 ~~Insurance purchased through a plan authorized and approved by an organization of governmental entities~~
27 ~~representing cities and counties shall also be exempted.~~⁶

Legal References

1. TCA 49-2-203(a)(3); Public Acts of 2022, Chapter No. 1016
2. TCA 49-2-203(a)(3)(A)-(B); TCA 49-2-206(b)(2); Public Acts of 2022, Chapter No. 1016
3. TCA 49-2-203(a)(D)(c)
4. TCA 12-3-1209; TCA 12-4-107; Public Acts of 2022, Chapter No. 719; TCA 29-20-407

Cross References

Executive Committee 1.301
Conflict of Interest 5.601

Franklin Special Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Bids and Quotations	Descriptor Code: 2.806	Issued Date: 08/09/21
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24 groups of high ethical standards shall not be based upon competitive bids but shall be awarded on the
25 basis of recognized competence and integrity.⁵

26 Insurance purchased through a plan authorized and approved by an organization of governmental entities
27 representing cities and counties shall also be exempted.⁶

Legal References

1. TCA 49-2-203(a)(3); Public Acts of 2021, Chapter No. 310
2. TCA 49-2-203(a)(3)(A)-(B); TCA 49-2-206(b)(2)
3. TCA 12-3-1203; TCA 12-3-1205
4. TCA 49-2-203(a)(3)(C)
5. TCA 12-3-1209; TCA 12-4-107
6. TCA 29-20-407

Cross References

Executive Committee 1.301
Conflict of Interest 5.601

4.1011 INSTRUCTIONAL STANDARDS – 2nd Reading

TSBA has updated their model policy to clarify that complaints regarding alleged violations of TCA 49-1-302 regarding prohibited concepts are required to comply with the complaint process outlined by the TN Department of Education's temporary emergency rule. Please note that the regulation below will change as the Department of Education implements a permanent regulation. Once the Department releases a final regulation, we will send any recommended changes.

Additionally, TSBA has added clarifying language regarding how complaints may be submitted if materials are allegedly in violation of Public Chapter 1085.

We have used the TSBA model policy to update our policy regarding instructional standards and complaints, as well as adding Policy 4.402 and updating Policy 4.403, for the Board's consideration.

There were no changes requested by the Board upon 1st Reading.

Franklin Special Board of Education

Monitoring: Review: Annually, in December	Descriptor Term: Instructional Standards	Descriptor Code: 4.1011	Issued Date: Proposed
		Rescinds: 4.1011	Issued: 08/09/21

1 *General*

2 The Board is charged with selection of the curriculum. No subjects or topics prohibited by state or federal
3 law shall be taught.¹ The Director of Schools shall develop administrative procedures to implement this
4 policy.

5 **STATE STANDARDS²**

6 Only Tennessee state standards shall be taught within the school district. The following are prohibited:

- 7 1. Instructional materials, textbooks, or supplemental materials created to align exclusively with
8 Common Core; or
9
- 10 2. Instructional materials, textbooks, or supplemental materials that are marketed or otherwise
11 identified as Common Core textbooks or instructional materials.

12 **Any complaints regarding the above shall be submitted per board policy 4.402.**

13 **CURRICULUM AND INSTRUCTIONAL PROGRAMMING**

14 All curriculum and instructional programming implemented in the school district shall adhere to state
15 and federal laws. District employees shall not include or promote any concepts that would violate state
16 law when providing instruction, using instructional or supplemental materials, or when implementing
17 the instructional program and curriculum.¹

18 The Director shall develop procedures to ensure that the district's instructional program complies with
19 state law.

20 **Complaints regarding teaching prohibited concepts in violation of state law shall be submitted per the
21 regulation developed by the Tennessee Department of Education.³**

Legal References

1. TCA 49-6-2202; TCA 49-6-1304; TCA 49-6-2206;
TCA 49-6-1019
2. TCA 49-1-302(a)(8); TCA 49-1-314; Public Acts of
2022, Chapter No. 1085
3. TRR/MS 0520-12-04

Cross References

Reconsideration of Textbooks and Instructional Materials
4.402
Controversial Issues 4.800
Controversial Materials 4.801

Franklin Special Board of Education

Monitoring: Review: Annually, in December	Descriptor Term: Instructional Standards	Descriptor Code: 4.1011	Issued Date: 08/09/21
		Rescinds:	Issued:

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3 federal law shall be taught.¹ The Director of Schools shall develop administrative procedures to
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15 law when providing instruction, using instructional or supplemental materials, or when implementing
16 the instructional program and curriculum.¹

17 The Director shall develop procedures to ensure that the district's instructional program complies with
18 state law.

Legal References

1. Public Acts of 2021, Chapter No. 205; Public Acts of 2021, Chapter No. 281; Public Acts of 2021, Chapter No. 471; Public Acts of 2021, Chapter No. 493
2. TCA 49-1-302(a)(8); TCA 49-1-314

Cross References

Controversial Issues 4.800
Controversial Materials 4.801

4.403 LIBRARY MATERIALS - *New Policy – 2nd Reading*

Per TSBA Director of Policy & Staff Attorney:

“TSBA revised their model policy 4.403 to focus solely on library materials and included the new requirements placed on school districts as outlined in Public Chapter 744. On further review, TSBA has made an additional edit to this policy to ensure that the roles of the materials review committee and the Board are clearly defined. Clarifying these roles in policy 4.403 will better prepare school districts for when the State Textbook Commission and Instructional Materials Quality Commission releases its guidance on this topic by December 1st per Public Chapter 1137. TSBA recommends that all Boards adopt this version of 4.403.”

There were no changes requested by the Board upon 1st Reading.

Franklin Special Board of Education			
Monitoring: Review: Annually, in November	Descriptor Term: Library Materials	Descriptor Code: 4.403	Issued Date: Proposed
		Rescinds:	Issued:

1 *General*

2 The library media specialist, with oversight from the principal and the district curriculum and
 3 professional learning supervisor, shall be responsible for library collection development. Library
 4 materials shall be reviewed to ensure the content aligns with state law.¹ The library collection shall adhere
 5 to the following criteria:

- 6 1. Materials shall be suitable for and consistent with the educational mission of the school;
- 7
- 8 2. Materials shall be appropriate for the age and maturity levels of the students who may access
 9 them. The determining factor will be based on an assessment of any mature themes or content
 10 (i.e., violence, sexual content, vulgar language, substance abuse);
- 11
- 12 3. Materials shall contain literary, historical, and/or artistic value and merit; and
- 13
- 14 4. The collection as a whole shall offer a variety of viewpoints.

15 The library media specialist shall be responsible for periodically reviewing the district’s library
 16 collection in line with these established standards.

17 **COMPLAINTS**

18 If a complaint is made by an employee, student, or parent/guardian, this process is to be followed:

- 19 1. Inform the complainant of the selection procedures and make no commitments.
- 20
- 21 2. Request the complainant to submit a Request for Reconsideration of Library Materials form.
- 22
- 23 3. Inform the principal (and other appropriate personnel).
- 24
- 25 4. Keep challenged materials available for use during the reconsideration process.
- 26
- 27 5. Upon receipt of the completed form, the principal shall notify the Director of Schools.
- 28
- 29 6. The principal shall request review of the challenged materials by an ad hoc materials review
 30 committee within fifteen (15) days. The review committee is appointed by the principal and
 31 includes certified library media personnel, representatives from classroom teachers, one or
 32 more parents, and may include one or more students. The principal will inform the Director of

1 Schools of the review committee's progress.
2

- 3 7. The review committee shall take the following steps after receiving the challenged materials:
4
5 a. Read, view, or listen to the contested material in its entirety;
6 b. Check general acceptance of the material by reading recognized and evaluative reviews;
7 c. Determine the extent to which the material is appropriate for the age and maturity levels
8 of the students who have access to the materials and whether the material is suitable for,
9 and consistent with, the educational mission of the school;
10 d. Complete the appropriate Checklist for Reconsideration of Library Materials, judging
11 the material for its strength and value; and
12 e. Present a recommendation to the Director of Schools and the Board.
13
14 8. The Board shall review the recommendation presented by the review committee and make the
15 determination whether the material is appropriate for the age and maturity levels of the students
16 who have access to the materials and whether the material is suitable for, and consistent with,
17 the educational mission of the school.
18
19 9. If it is determined that the material is not appropriate for the age and maturity levels of the
20 students who have access to them or is not suitable for, and consistent with, the educational
21 mission of the school, the Board shall require the school to remove the material from the library
22 collection.

Legal References

1. *Board of Education, Island Trees Union Free School District No. 26 v. Pico*, 457 U.S. 853, 102 S. Ct. 2799 (1982); Public Acts of 2022, Chapter No. 744

Cross References

Textbooks and Instructional Materials 4.400
School and System Websites 4.407
Controversial Materials 4.801

4.406 USE OF THE INTERNET/INTRANET – 2nd Reading

Per TSBA Director of Policy & Staff Attorney, TSBA has updated model policy 4.406 to align with the requirements of Public Chapter 1002. This new law requires Boards to have a policy in place regarding complaints about how vendors provide access to online content. The law requires districts to have a policy specifically allowing these complaints and stating how they will be handled.

For the 2nd Reading, it has been added on page 3 that “complaints alleging a violation of the internet safety measures shall be submitted to the Associate Director for Teaching & Learning.” There were no other changes requested by the Board upon 1st Reading.

Franklin Special Board of Education			
Monitoring: Review: Annually, in November	Descriptor Term: Use of the Internet/Intranet	Descriptor Code: 4.406	Issued Date: Proposed
		Rescinds: 4.406	Issued: 05/08/17

1 The Board supports the right of staff and students to have reasonable access to various information
2 formats and believes that it is incumbent upon staff and students to use this privilege in an appropriate
3 and responsible manner.

4 **EMPLOYEES**

5 Before any employee is allowed use of the district's internet or intranet access, the employee shall sign
6 the FSSD Employee Use of Electronic Access Agreement developed by the Director of Schools/designee
7 that sets out the terms and conditions of such use. Any employee who accesses the district's computer
8 system for any purpose agrees to be bound by the terms of that agreement, even if no signed written
9 agreement is on file.

10 The Director of Schools/designee shall develop and implement procedures for appropriate
11 internet/intranet use which shall address the following:

- 12 1. Routine review and update of the FSSD Network and Internet Use Agreement;
- 13 2. General rules and ethics of internet/intranet access;
- 14 3. Guidelines regarding appropriate instruction and oversight of student internet/intranet use;
- 15 4. A uniform signature block for use by all district employees; and
- 16 5. ~~An FSSD Employee Use of Electronic Access Agreement, which prohibits inappropriate or~~
17 ~~Prohibited and~~ illegal activities, including but not limited to the following:¹
 - 18 • Taking, sending or displaying offensive messages or pictures;
 - 19 • Using obscene language;
 - 20 • Harassing, insulting, defaming or attacking others;
 - 21 • Damaging computers, computer systems or computer networks;
 - 22 • Hacking or attempting unauthorized access to any computer;
 - 23 • Violating copyright laws;
 - 24 • Trespassing in another's folders, work or files;
 - 25 • Intentional misuse of resources;
 - 26 • Using another's password or other identifier (impersonation);
 - 27 • Using the network for commercial purposes;
 - 28 • Buying or selling on the internet ~~for personal gain~~.

29 **STUDENTS**

30 The Director of Schools/designee shall develop and implement procedures for appropriate
31 internet/intranet use by students. Procedures shall address the following:

- 32 1. General rules and ethics of internet/intranet use.

- 1 2. Prohibited or illegal activities, including, but not limited to the following:¹
- 2 • Taking, sending or displaying offensive messages or pictures;
 - 3 • Using obscene language;
 - 4 • Harassing, insulting, defaming or attacking others;
 - 5 • Damaging computers, computer systems or computer networks;
 - 6 • Hacking or attempting unauthorized access to any computer;
 - 7 • Violating copyright laws;
 - 8 • Trespassing in another's folders, work or files;
 - 9 • Intentional misuse of resources;
 - 10 • Using another's password or other identifier (impersonation);
 - 11 • Revealing the personal address or phone number of yourself or any other person;
 - 12 • Using the network for commercial purposes;
 - 13 • Buying or selling on the Internet.

14 INTERNET SAFETY MEASURES²

15 Internet safety measures shall be implemented that effectively address the following:

- 16 1. Controlling access by students to inappropriate or harmful matter on the Internet;
- 17 2. **Maintaining** Safety and security of students when they are using electronic mail and other forms
- 18 of direct electronic communications;
- 19 3. Preventing unauthorized access, including "hacking" and other unlawful activities by students
- 20 online;
- 21 4. **Preventing** Unauthorized disclosure, use, and dissemination of personal information regarding
- 22 students; and
- 23 5. Restricting students' access to materials harmful to them.

24 The Director of Schools/designee shall establish a process to ensure the district's education technology

25 is not used for purposes prohibited by law or for accessing sexually explicit materials. The process shall

26 include, but not be limited to:

- 27 1. Utilizing technology that filters, blocks, or otherwise prevents internet access (for both students
- 28 and adults) to material that is obscene, ~~illegal or harmful to students;~~ or pornographic;³
- 29 ~~2. Investigating suspicious activity;~~
- 30 ~~3. Monitoring online activities of students.²~~
- 31 2. Prohibiting and preventing a use from sending, receiving, viewing, or downloading materials that
- 32 are deemed to be harmful to minors;⁴
- 33 3. Maintaining and securing a usage log; and
- 34 4. Monitoring online activities of students.²

35 The Board shall provide reasonable public notice of, and at least one (1) public hearing or meeting, to

36 address and to communicate, its Internet safety measures.²

37 A written parental consent shall be required prior to the student being granted access to electronic media

38 involving district technological resources. The required permission/agreement form, which shall specify

39 acceptable use, rules of online behavior, access privileges, and penalties for policy/procedural violations,

40 must be signed by the parent/legal guardian of minor students (those under 18 years of age) and also by

1 the student. This document shall be executed each year and shall be valid only in the school year in
2 which it was signed unless parent(s)/guardian(s) provide written notice that consent is withdrawn. In
3 order to rescind the agreement, the student's parent/guardian must provide the Director of Schools with
4 a written request.

5 Complaints alleging a violation of the internet safety measures shall be submitted to the Associate
6 Director of Teaching and Learning. All complaints shall be reviewed to determine how to appropriately
7 respond.

8 E-MAIL

9 Users with network access shall not utilize district resources to establish electronic mail accounts through
10 third-party providers or any other nonstandard electronic mail system. All data including e-mail
11 communications stored or transmitted on school system computers shall be monitored.
12 Employees/students have no expectation of privacy with regard to such data. E-mail correspondence
13 may be a public record under the public records law and may be subject to public inspection.⁵

14 INTERNET SAFETY INSTRUCTION⁶

15 Students will be given appropriate instruction on Internet Safety/Digital Citizenship as a part of any
16 instruction utilizing computer resources. The Director of Schools shall ~~ensure that~~ provide adequate in-
17 service instruction on Internet Safety/Digital Citizenship is provided. Parent(s)/guardian(s) and students
18 will be provided with material to raise awareness of the dangers posed by the internet and ways in which
19 the internet may be used safely.

20 SOCIAL NETWORKING

- 21 1. FSSD employees who have a presence on social networking websites (personal or professional)
22 are prohibited from posting data, documents, photographs or inappropriate information that is
23 likely to create a material and substantial disruption of classroom activity or district operation.
- 24 2. FSSD employees are prohibited from accessing personal social networking sites on school
25 computers during school hours except for legitimate instructional purposes, as authorized by the
26 director of schools/designee.
- 27 3. The Board ~~prohibits~~ discourages FSSD employees from socializing with students on ~~personal~~
28 social net-working websites. The same relationship, exchange, interaction, information, or
29 behavior that would be unacceptable in a non-technological medium is unacceptable when done
30 through the use of technology.

31 VIOLATIONS

32 Violations of this policy or a ~~procedure promulgated under its authority~~ corresponding administrative
33 procedure shall be handled in accordance with the existing disciplinary procedures of this district.

34 ~~VENDOR CONTRACTS³~~

- 1 Prior to entering into any contract for the provision of digital or online materials created or marketed
- 2 for kindergarten through grade twelve (K-12), the district shall obtain an assurance that the vendor
- 3 shall adhere to state law. This determination includes ensuring that the vendor filters, blocks, or
- 4 otherwise prevents access to pornography or obscenity and verifying that the technology prevents a
- 5 user from sending, receiving, viewing, or downloading materials that are harmful to minors.

Legal References

1. TCA 39-14-602
2. 47 USCA § 254 (h)(5)(A) – (C), 254(1); 47 CFR § 54.520(c)(1)(i); 20 USCA § 7131
3. Public Acts of 2022, Chapter No. 1002
4. TCA 39-17-901; Public Acts of 2022, Chapter No. 1002
5. TCA 10-7-512
6. TCA 49-1-221

Cross References

Use of Electronic Mail (e-mail) 1.805
School and System Websites 4.407
Controversial Materials 4.801

Franklin Special Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Use of the Internet/Intranet	Descriptor Code: 4.406	Issued Date: 05/08/17
		Rescinds: 4.406	Issued: 04/14/14

1 The Board supports the right of staff and students to have reasonable access to various information
 2 formats and believes that it is incumbent upon staff and students to use this privilege in an appropriate
 3 and responsible manner.

4 **Employees**

5 Before any employee is allowed use of the district's Internet or Intranet access, the employee shall sign
 6 the FSSD Employee Use of Electronic Access Agreement developed by the director/designee that sets
 7 out the terms and conditions of such use. Any employee who accesses the district's computer system for
 8 any purpose agrees to be bound by the terms of that agreement, even if no signed written agreement is
 9 on file.

10 The director of schools shall develop and implement procedures for appropriate Internet/Intranet use
 11 which shall address the following:

- 12 1. Routine review and update of the FSSD Network and Internet Use Agreement.
- 13 2. General rules and ethics of Internet/Intranet access.
- 14 3. Guidelines regarding appropriate instruction and oversight of student Internet/Intranet use.
- 15 4. An FSSD Employee Use of Electronic Access Agreement, which prohibits inappropriate or
 16 illegal activities, including but not limited to the following:¹
 - 17 • Taking, sending or displaying offensive messages or pictures;
 - 18 • Using obscene language;
 - 19 • Harassing, insulting, defaming or attacking others;
 - 20 • Damaging computers, computer systems or computer networks;
 - 21 • Hacking or attempting unauthorized access to any computer;
 - 22 • Violating copyright laws;
 - 23 • Trespassing in another's folders, work or files;
 - 24 • Intentionally misusing resources;
 - 25 • Using another's password or other identifier (impersonation);
 - 26 • Using the network for commercial purposes;
 - 27 • Buying or selling on the Internet for personal gain.

28 **Students**

29 The director of schools shall develop and implement procedures for appropriate Internet/Intranet use by
 30 students. Procedures shall address the following:

- 31 1. General rules and ethics of Internet/Intranet use.
- 32 2. Prohibited or illegal activities, including, but not limited to the following:¹

- 1 • Taking, sending or displaying offensive messages or pictures;
- 2 • Using obscene language;
- 3 • Harassing, insulting, defaming or attacking others;
- 4 • Damaging computers, computer systems or computer networks;
- 5 • Hacking or attempting unauthorized access to any computer;
- 6 • Violating copyright laws;
- 7 • Trespassing in another's folders, work or files;
- 8 • Intentionally misusing resources;
- 9 • Using another's password or other identifier (impersonation);
- 10 • Revealing the personal address or phone number of yourself or any other person;
- 11 • Using the network for commercial purposes;
- 12 • Buying or selling on the Internet.

13 **INTERNET SAFETY MEASURES²**

14 Internet safety measures shall be implemented that effectively address the following:

- 15 • Controlling access by students to inappropriate or harmful matter on the Internet;
- 16 • Maintaining safety and security of students when they are using electronic mail and other
- 17 forms of direct electronic communications;
- 18 • Preventing unauthorized access, including "hacking" and other unlawful activities by
- 19 students online;
- 20 • Preventing unauthorized disclosure, use and dissemination of personal information
- 21 regarding students.

22 The director of schools/designee shall establish a process to ensure the district's education technology is
23 not used for purposes prohibited by law or for accessing sexually explicit materials. The process shall
24 include, but not be limited to:

- 25 • Utilizing technology that blocks or filters Internet access (for both students and adults) to
- 26 material that is obscene, illegal or harmful to students;
- 27 • Investigating suspicious activity;
- 28 • Monitoring online activities of students.²

29 The Board shall provide reasonable public notice of, and at least one (1) public hearing or meeting, to
30 address and to communicate, its Internet safety measures.²

31 A written parental consent shall be required prior to the student being granted access to electronic media
32 involving district technological resources. The required permission/agreement form, which shall specify
33 acceptable use, rules of online behavior, access privileges and penalties for policy/procedural violations,
34 must be signed by the parent/legal guardian of minor students (those under 18 years of age) and also by
35 the student. This document shall be executed each year and shall be valid only in the school year in
36 which it was signed unless parent(s) provide written notice that consent is withdrawn. In order to rescind
37 the agreement, the student's parent/guardian must provide the director of schools with a written request.

1 **E-MAIL**

2 Users with network access shall not utilize district resources to establish electronic mail accounts through
3 third-party providers or any other nonstandard electronic mail system. All data including e-mail
4 communications stored or transmitted on school system computers shall be monitored.
5 Employees/students have no expectation of privacy with regard to such data. E-mail correspondence
6 may be a public record under the public records law and may be subject to public inspection.³

7 **INTERNET SAFETY INSTRUCTION⁴**

8 Students will be given appropriate instruction on Internet Safety/Digital Citizenship as a part of any
9 instruction utilizing computer resources. The director of schools shall ensure that adequate in-service
10 instruction on Internet Safety/Digital Citizenship is provided. Parents and students will be provided with
11 material to raise awareness of the dangers posed by the Internet and ways in which the Internet may be
12 used safely.

13 **SOCIAL NETWORKING**

- 14 1. FSSD employees who have a presence on social networking websites (personal or professional)
15 are prohibited from posting data, documents, photographs or inappropriate information that is
16 likely to create a material and substantial disruption of classroom activity or district operation.
- 17 2. FSSD employees are prohibited from accessing personal social networking sites on school
18 computers during school hours except for legitimate instructional purposes, as authorized by the
19 director of schools/designee.
- 20 3. The Board prohibits FSSD employees from socializing with students on personal social net-
21 working websites. The same relationship, exchange, interaction, information, or behavior that
22 would be unacceptable in a non-technological medium is unacceptable when done through the
23 use of technology.

24 **VIOLATIONS**

25 Violations of this policy or a procedure promulgated under its authority shall be handled in accordance
26 with the existing disciplinary procedures of this district.

Legal References

1. TCA 39-14-602
2. Children's Internet Protection Act (Public Law 106-554)
3. TCA 10-7-512
4. TCA 49-1-221

Cross References

Use of Electronic Mail (e-mail) 1.805
School and System Websites 4.407

5.119 EMPLOYMENT OF RETIREES – *New Policy – 2nd Reading*

Due to the increased vacancies across the state, the General Assembly passed Public Chapter 821 – allowing an additional option for employment of retirees to fill these roles. To clarify the options for employing retirees, TSBA has created model policy 5.119.

Additionally, information on retirees has been removed from 5.200, 5.201, and 5.701 to help provide clarity.

There were no changes requested by the Board upon 1st Reading.

Franklin Special Board of Education			
Monitoring: Review: Annually, in January	Descriptor Term: Employment of Retirees	Descriptor Code: 5.119	Issued Date: Proposed
		Rescinds:	Issued:

1 *General*

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

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

5 Teachers who retire under the Tennessee Consolidated Retirement System (TCRS) may be employed
6 for up to one hundred twenty (120) days per year without loss of retirement benefits. Retired teachers
7 may substitute teach for additional days if the Director of Schools certifies in writing to the Division of
8 Retirement that no other qualified personnel are available to substitute teach.¹ Retirees substitute
9 teaching through a third party employer will not require certification to the Division of Retirement.

10 **EMPLOYMENT CONTRACTS FOR ONE YEAR**

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

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

1 **ADDITIONAL EMPLOYMENT OPTION FOR RETIREES³**

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

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

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

19 Once the retired member is hired by the district, the district shall pay TCRS as prescribed by state law.
20 The school district shall pay to TCRS during the period of reemployment the greater of (1) a payment
21 equal to the amount the school district would have contributed to TCRS; or (2) an amount equal to five
22 percent (5%) of the retired member’s pay rate.
23

Legal References

- 1. TCA 8-36-805
- 2. TCA 8-36-821
- 3. Public Acts of 2022, Chapter No. 821

Cross References

- Application and Employment 5.106
- Separation Practices for Tenured Teachers 5.200
- Separation Practices for Non-Tenured Teachers 5.201
- Substitute Teachers 5.701

5.200 SEPARATION PRACTICES FOR TENURED TEACHERS – 2nd Reading

As in the description for new policy 5.119, information on retirees has been removed from **5.200**, 5.201, and 5.701 to help provide clarity and placed in 5.119 for clarification on the options for employing retirees.

TSBA has provided this guidance due to the increased vacancies across the state with passage of Public Chapter 821 by the General Assembly.

There were no changes requested by the Board upon 1st reading.

Franklin Special Board of Education			
Monitoring: Review: Annually, in January	Descriptor Term: Separation Practices for Tenured Teachers	Descriptor Code: 5.200	Issued Date: Proposed
		Rescinds: 5.200	Issued: 08/09/21

1 **SUSPENSION PENDING AN INVESTIGATION**¹

2 The Director of Schools may suspend a teacher at any time that may seem necessary, pending
3 investigation, or final disposition of a case before the Board or an appeal. If the matter under
4 investigation is not the subject of an ongoing criminal investigation or a Department of Children's
5 Services investigation, and if no charges for dismissal have been made, a suspension pending
6 investigation shall not exceed ninety (90) days in duration. Under no circumstances shall the Director of
7 Schools suspend a teacher with pay. If vindicated or reinstated, the teacher shall be paid full salary for
8 the period of suspension.

9 **SUSPENSION OF THREE DAYS OR LESS**^{2,3}

10 The Director of Schools/designee may suspend a teacher for incompetence, inefficiency, neglect of duty,
11 unprofessional conduct, and insubordination. Before a teacher is suspended, he/she shall be: (1) provided
12 with written notice, including the reasons for the suspension along with an explanation of the evidence;
13 (2) given an opportunity to respond to the Director of Schools at a conference, if requested within five
14 (5) days; and (3) given a written decision of the suspension within ten (10) days. Both parties may be
15 represented by counsel at the conference, which shall be recorded.

16 Under no circumstances shall a Director of Schools suspend a tenured teacher with pay. If reinstated,
17 the tenured teacher shall be paid full salary for the period of suspension, unless suspension without pay
18 is deemed to be an appropriate penalty.

19 **DISMISSAL OR SUSPENSIONS GREATER THAN THREE DAYS**⁴

20 When a tenured teacher is charged with offenses that may justify dismissal or a suspension greater than
21 three (3) days, the charges shall be made in writing, specifically stating the offenses which are charged,
22 and shall be signed by the party or parties making the charges.

23 If, in the opinion of the Board, the charges are of such nature as to warrant the dismissal or a suspension
24 greater than three (3) days of the teacher, the Director of Schools shall give the teacher a written notice
25 of this decision, a copy of the charges against the teacher, and a copy of a form provided by the
26 Commissioner of Education advising the teacher of his/her legal duties, rights, and recourse.

27 A tenured teacher who has been given notice of charges against him/her may within thirty (30) days after
28 receipt of notice give written notice to the Director of Schools of his/her request for a hearing.

29 The Director of Schools shall, within five (5) days after receipt of request, assign a hearing officer from
30 the list maintained by the Board.

1 The Board shall maintain a list of qualified individuals who have indicated a willingness to act as
2 impartial hearing officers as defined under Tennessee law.

3 The hearing officer shall notify the parties, or their attorney, of the officer's assignment and direct the
4 parties or the attorneys for the parties, or both, to appear before the hearing officer for simplification of
5 issues and the scheduling of the hearing. That hearing shall be set no later than thirty (30) days following
6 receipt of the initial request for a hearing. In the discretion of the hearing officer, all or part of any
7 prehearing conference may be conducted by telephone if each participant has an opportunity to
8 participate, be heard, and to address proof and evidentiary concerns. The hearing officer is empowered
9 to issue appropriate orders and to regulate the conduct of the proceedings.

10 Either party may appeal to the Board an adverse ruling by giving written notice of appeal within ten (10)
11 working days of the hearing officer's delivery of the hearing officer's written findings and conclusions.
12 The Director of Schools shall prepare a copy of the proceedings, including all transcripts and evidence,
13 documentary or otherwise, and transmit the same to the Board within twenty (20) days of the receipt of
14 the notice of appeal.

15 The Board shall hear the appeal on the record, and no new evidence may be submitted by either party.
16 The appealing party may appear before the Board to argue why the adverse ruling should be overturned.
17 In no event should such argument last more than fifteen (15) minutes, unless the Board votes to extend
18 additional time. At the conclusion of the hearing, any member of the Board may vote to sustain the
19 decision of the hearing officer, send the record back for additional evidence, revise the penalty, or reverse
20 the decision. The Board shall render its decision within ten (10) working days after the conclusion of the
21 hearing. In the event that the decision of the Board is appealed to the chancery court, the Board shall
22 transmit the entire record prepared by the Director of Schools and reviewed by the Board to the chancery
23 court for its review.

24 RESIGNATION

25 A teacher shall give the Director of Schools notice of resignation at least thirty (30) days before the
26 effective date of the resignation. A teacher who fails to give such notice, in the absence of justifiable
27 extenuating circumstances, shall forfeit all tenure status. The Board may waive the thirty (30) days'
28 notice requirement and permit a teacher to resign in good standing.⁵

29 The conditions under which it is permissible to break a contract with the Board are as follows: ⁶

30 1. The incapacity on the part of the teacher to perform the contract as evidenced by the certified
31 statement of a physician approved by the Board; or

32 2. The release by the Board of the teacher from the contract which the teacher has entered into with
33 the Board.⁶

34 Any teacher on leave shall notify the Director of Schools in writing at least thirty (30) days prior to the
35 date of return if the teacher does not intend to return to the position from which he/she has taken leave.
36 Failure to render such notice may be considered a breach of contract.⁷

37 Upon a breach of contract, the Board, upon a motion recorded in its minutes, may file a complaint with
38 the State Board of Education and request the suspension of a teacher's license. After the State Board of

1 Education has provided the teacher an opportunity for defense during a hearing, the State Board of
2 Education may suspend the license for no less than thirty (30) and no more than three hundred sixty-five
3 (365) days.⁸

4 **RETIREMENT**

5 Retirement is a termination of services under conditions which will allow the teacher to draw benefits
6 from retirement plans and/or Social Security benefits. Teachers eligible for retirement benefits may elect
7 to retire at any age according to the provisions of the retirement system.

8 Central office personnel shall assist employees in securing retirement benefits; however, it shall be the
9 responsibility of the retiring employee to provide verification of eligibility in writing from the Tennessee
10 Consolidated Retirement System (TCRS) to the central office. It shall be the responsibility of the retiring
11 teacher to file for benefits.

12 **(Policy language below has been moved to 5.119)**

13 ~~Teachers who retire under TCRS may be employed up to one hundred twenty (120) days per year without~~
14 ~~loss of retirement benefits. Retired teachers may substitute teach for additional days if the Director of~~
15 ~~Schools certifies in writing to the Division of Retirement that no other qualified personnel are available~~
16 ~~to substitute teach.⁹~~

17 ~~The Director of Schools may employ teachers retired for at least one (1) year for full-time employment~~
18 ~~as a kindergarten through eighth (K-8) grade teacher on a year-to-year basis. Retirement benefits will~~
19 ~~not be lost or suspended under certain conditions which include, but are not limited to, the following:¹⁰~~

20 ~~1. The Director of Schools of the employing district shall certify in writing that no other qualified~~
21 ~~individuals are available to fill the position;~~

22 ~~2. The Commissioner of Education must certify that the employing school system serves an area~~
23 ~~that lacks qualified teachers to serve in the position to be filled;~~

24 ~~3. The retired teacher must hold a valid license and shall not be entitled to tenure status;~~

25 ~~4. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or~~
26 ~~receive medical insurance coverage; and~~

27 ~~5. The salary paid to the retired teacher shall not be less than the rate of compensation set by the~~
28 ~~Board for teachers with no experience filling similar positions, nor more than eighty-five~~
29 ~~percent (85%) of the rate of compensation set by the Board for teachers with comparable~~
30 ~~training and years of experience filling similar positions.~~

Legal References

1. TCA 49-5-511(a)(3)
2. TCA 49-2-301(b)(1)(EE), TCA 49-5-512(d)
3. TCA 49-5-511(a)(2)
4. TCA 49-5-511—513
5. TCA 49-5-508(a)
6. TCA 49-5-508(c)
7. TCA 49-5-706
8. TCA 49-5-411(b); ~~Public Acts of 2021, Chapter No. 493~~
9. TCA 8-36-805
10. TCA 8-36-821

Cross References

Public Hearings 1.401
Teacher Tenure 5.117
Non-Renewal 5.203
Resignation 5.204
Retirement 5.205
Employment of Retirees 5.119
Recommendations and File Transfers 5.206

Franklin Special Board of Education			
Monitoring: Review: Annually, in January	Descriptor Term: Separation Practices for Tenured Teachers	Descriptor Code: 5.200	Issued Date: 08/09/21
		Rescinds: 5.200	Issued: 09/16/19

1 **SUSPENSION PENDING AN INVESTIGATION ¹**

2 The Director of Schools may suspend a teacher at any time that may seem necessary, pending
3 investigation, or final disposition of a case before the Board or an appeal. If the matter under
4 investigation is not the subject of an ongoing criminal investigation or a Department of Children's
5 Services investigation, and if no charges for dismissal have been made, a suspension pending
6 investigation shall not exceed ninety (90) days in duration. Under no circumstances shall the Director of
7 Schools suspend a teacher with pay. If vindicated or reinstated, the teacher shall be paid full salary for
8 the period of suspension.

9 **SUSPENSION OF THREE DAYS OR LESS^{2,3}**

10 The Director of Schools/designee may suspend a teacher for incompetence, inefficiency, neglect of duty,
11 unprofessional conduct, and insubordination. Before a teacher is suspended, he/she shall be: (1) provided
12 with written notice, including the reasons for the suspension along with an explanation of the evidence;
13 (2) given an opportunity to respond to the Director of Schools at a conference, if requested within five
14 (5) days; and (3) given a written decision of the suspension within ten (10) days. Both parties may be
15 represented by counsel at the conference, which shall be recorded.

16 Under no circumstances shall a Director of Schools suspend a tenured teacher with pay. If reinstated,
17 the tenured teacher shall be paid full salary for the period of suspension, unless suspension without pay
18 is deemed to be an appropriate penalty.

19 **DISMISSAL OR SUSPENSIONS GREATER THAN THREE DAYS⁴**

20 When a tenured teacher is charged with offenses that may justify dismissal or a suspension greater than
21 three (3) days, the charges shall be made in writing, specifically stating the offenses which are charged,
22 and shall be signed by the party or parties making the charges.

23 If, in the opinion of the Board, the charges are of such nature as to warrant the dismissal or a suspension
24 greater than three (3) days of the teacher, the Director of Schools shall give the teacher a written notice
25 of this decision, a copy of the charges against the teacher, and a copy of a form provided by the
26 Commissioner of Education advising the teacher of his/her legal duties, rights, and recourse.

27 A tenured teacher who has been given notice of charges against him/her may within thirty (30) days after
28 receipt of notice give written notice to the Director of Schools of his/her request for a hearing.

29 The Director of Schools shall, within five (5) days after receipt of request, assign a hearing officer from
30 the list maintained by the Board.

1 The Board shall maintain a list of qualified individuals who have indicated a willingness to act as
2 impartial hearing officers as defined under Tennessee law.

3 The hearing officer shall notify the parties, or their attorney, of the officer's assignment and direct the
4 parties or the attorneys for the parties, or both, to appear before the hearing officer for simplification of
5 issues and the scheduling of the hearing. That hearing shall be set no later than thirty (30) days following
6 receipt of the initial request for a hearing. In the discretion of the hearing officer, all or part of any
7 prehearing conference may be conducted by telephone if each participant has an opportunity to
8 participate, be heard, and to address proof and evidentiary concerns. The hearing officer is empowered
9 to issue appropriate orders and to regulate the conduct of the proceedings.

10 Either party may appeal to the Board an adverse ruling by giving written notice of appeal within ten (10)
11 working days of the hearing officer's delivery of the hearing officer's written findings and conclusions.
12 The Director of Schools shall prepare a copy of the proceedings, including all transcripts and evidence,
13 documentary or otherwise, and transmit the same to the Board within twenty (20) days of the receipt of
14 the notice of appeal.

15 The Board shall hear the appeal on the record, and no new evidence may be submitted by either party.
16 The appealing party may appear before the Board to argue why the adverse ruling should be overturned.
17 In no event should such argument last more than fifteen (15) minutes, unless the Board votes to extend
18 additional time. At the conclusion of the hearing, any member of the Board may vote to sustain the
19 decision of the hearing officer, send the record back for additional evidence, revise the penalty, or reverse
20 the decision. The Board shall render its decision within ten (10) working days after the conclusion of the
21 hearing. In the event that the decision of the Board is appealed to the chancery court, the Board shall
22 transmit the entire record prepared by the Director of Schools and reviewed by the Board to the chancery
23 court for its review.

24 RESIGNATION

25 A teacher shall give the Director of Schools notice of resignation at least thirty (30) days before the
26 effective date of the resignation. A teacher who fails to give such notice, in the absence of justifiable
27 extenuating circumstances, shall forfeit all tenure status. The Board may waive the thirty (30) days'
28 notice requirement and permit a teacher to resign in good standing.⁵

29 The conditions under which it is permissible to break a contract with the Board are as follows: ⁶

30 1. The incapacity on the part of the teacher to perform the contract as evidenced by the certified
31 statement of a physician approved by the Board; or

32 2. The release by the Board of the teacher from the contract which the teacher has entered into with
33 the Board.⁶

34 Any teacher on leave shall notify the Director of Schools in writing at least thirty (30) days prior to the
35 date of return if the teacher does not intend to return to the position from which he/she has taken leave.
36 Failure to render such notice may be considered a breach of contract.⁷

37 Upon a breach of contract, the Board, upon a motion recorded in its minutes, may file a complaint with
38 the State Board of Education and request the suspension of a teacher's license. After the State Board of

1 Education has provided the teacher an opportunity for defense during a hearing, the State Board of
2 Education may suspend the license for no less than thirty (30) and no more than three hundred sixty-five
3 (365) days.⁸

4 **RETIREMENT**

5 Retirement is a termination of services under conditions which will allow the teacher to draw benefits
6 from retirement plans and/or Social Security benefits. Teachers eligible for retirement benefits may elect
7 to retire at any age according to the provisions of the retirement system.

8 Central office personnel shall assist employees in securing retirement benefits; however, it shall be the
9 responsibility of the retiring employee to provide verification of eligibility in writing from the Tennessee
10 Consolidated Retirement System (TCRS) to the central office. It shall be the responsibility of the retiring
11 teacher to file for benefits.

12 Teachers who retire under TCRS may be employed up to one hundred twenty (120) days per year without
13 loss of retirement benefits. Retired teachers may substitute teach for additional days if the Director of
14 Schools certifies in writing to the Division of Retirement that no other qualified personnel are available
15 to substitute teach.⁹

16 The Director of Schools may employ teachers retired for at least one (1) year for full-time employment
17 as a kindergarten through eighth (K-8) grade teacher on a year-to-year basis. Retirement benefits will
18 not be lost or suspended under certain conditions which include, but are not limited to, the following:¹⁰

- 19 1. The Director of Schools of the employing district shall certify in writing that no other qualified
20 individuals are available to fill the position;
- 21 2. The Commissioner of Education must certify that the employing school system serves an area
22 that lacks qualified teachers to serve in the position to be filled;
- 23 3. The retired teacher must hold a valid license and shall not be entitled to tenure status;
- 24 4. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or
25 receive medical insurance coverage; and
- 26 5. The salary paid to the retired teacher shall not be less than the rate of compensation set by the
27 Board for teachers with no experience filling similar positions, nor more than eighty-five
28 percent (85%) of the rate of compensation set by the Board for teachers with comparable
29 training and years of experience filling similar positions.

Legal References

1. TCA 49-5-511(a)(3)
2. TCA 49-2-301(b)(1)(EE), TCA 49-5-512(d)
3. TCA 49-5-511(a)(2)
4. TCA 49-5-511—513
5. TCA 49-5-508(a)
6. TCA 49-5-508(c)
7. TCA 49-5-706
8. TCA 49-5-411(b); Public Acts of 2021, Chapter No. 493
9. TCA 8-36-805
10. TCA 8-36-821

Cross References

Public Hearings 1.401
Teacher Tenure 5.117
Non-Renewal 5.203
Resignation 5.204
Retirement 5.205
Recommendations and File Transfers 5.206

5.201 SEPARATION PRACTICES FOR NON-TENURED TEACHERS
– **2nd Reading**

As in the description for new policy 5.119, information on retirees has been removed from 5.200, **5.201**, and 5.701 to help provide clarity and placed in 5.119 for clarification on the options for employing retirees.

TSBA has provided this guidance due to the increased vacancies across the state with passage of Public Chapter 821 by the General Assembly.

In addition, Public Chapter 678 requires districts to include additional information when providing notices of non-renewal in certain instances. If a teacher is non-renewed due to the lack of funding for the position, the non-renewal notice must include that information as the reason for the non-renewal. Model policy 5.201 has been updated to include that requirement.

There were no changes requested by the Board upon 1st Reading.

Franklin Special Board of Education			
Monitoring: Review: Annually, in January	Descriptor Term: Separation Practices for Non- Tenured Teachers	Descriptor Code: 5.201	Issued Date: Proposed
		Rescinds: 5.201	Issued: 08/09/21

1 **SUSPENSION PENDING AN INVESTIGATION¹**

2 The Director of Schools may suspend a teacher at any time that may seem necessary, pending
3 investigation, or final disposition of a case before the Board or an appeal. If the matter under investigation
4 is not the subject of an ongoing criminal investigation or a Department of Children's Services
5 investigation, and if no charges for dismissal have been made, a suspension pending investigation shall
6 not exceed ninety (90) days in duration. Under no circumstances shall the Director of Schools suspend
7 a non-tenured teacher with pay. If vindicated or reinstated, the non-tenured teacher shall be paid full
8 salary for the period of suspension.

9 **SUSPENSION OF THREE DAYS OR LESS²**

10 The Director of Schools/designee may suspend a teacher for incompetence, inefficiency, neglect of duty,
11 unprofessional conduct, and insubordination. Before the teacher is suspended, he/she shall be: (1)
12 provided with written notice, including the reasons for the suspension along with an explanation of the
13 evidence; (2) given an opportunity to respond to the Director of Schools at a recorded conference, if
14 requested within five (5) days; and (3) given a written decision of the suspension within ten (10) days.
15 Both parties may be represented by counsel at the conference, which shall be recorded.

16 Under no circumstances shall the Director of Schools suspend a non-tenured teacher with pay. If
17 reinstated, the non-tenured teacher shall be paid full salary for the period of suspension unless suspension
18 without pay is deemed to be an appropriate penalty.

19 **DISMISSAL OR SUSPENSION GREATER THAN THREE DAYS²**

20 The Director of Schools may dismiss or suspend for more than three (3) days any non-tenured teacher
21 during the contract year for incompetence, inefficiency, insubordination, improper conduct, or neglect
22 of duty after giving the non-tenured teacher, in writing, due notice of the charges.

23 The Director of Schools shall give the non-tenured teacher an opportunity for a full and complete hearing
24 before an impartial hearing officer.

25 The Board will appoint an impartial hearing officer to conduct such hearings. The hearing officer will
26 hear the case and the employee shall have the right to:

- 27 1. Be represented by counsel;
- 28
- 29 2. Call and subpoena witnesses;
- 30
- 31 3. Examine all witnesses; and

1 4. Require that all testimony be given under oath.

2 Factual findings and decisions in all dismissal cases shall be reduced to written form and delivered to the
3 affected teacher within ten (10) working days following the close of the hearing. The teacher may appeal
4 the decision to the Board within ten (10) working days of the hearing officer rendering the written
5 decision to the employee. Written notice of appeal to the Board shall be given to the Director of Schools.
6 Within twenty (20) working days of receipt of notice, the Director of Schools shall prepare a copy of the
7 proceedings, including all transcripts and evidence, documentary or otherwise, and provide the Board a
8 copy of the same.

9 The Director of Schools shall also have the right to appeal any adverse ruling by the hearing officer in
10 same manner as the non-tenured teacher.

11 The Board shall hear the appeal. No new evidence shall be introduced. The non-tenured teacher may
12 appear in person or be represented by counsel and argue why the decision should be modified or reversed.
13 The Board shall take one of the following actions:

- 14 1. Sustain the decision;
- 15
- 16 2. Send the record back if additional evidence is necessary; or
- 17
- 18 3. Revise the penalty or reverse the decision.

19 Before any decision to dismiss is made, a majority of the membership of the Board shall concur in
20 sustaining the charges. The Board shall render a decision on the appeal within ten (10) working days
21 after the conclusion of the hearing.

22 Within twenty (20) working days after receipt of notice of the decision of the Board, either party may
23 appeal to the chancery court in the county where the school district is located. The Board shall provide
24 the entire record of the hearing to the court.

25 **NONRENEWAL**

26 Non-tenured teachers are subject to the same rules and regulations and are entitled to the privileges of
27 employment enjoyed by tenured teachers except that they have no claim upon continuing employment
28 or tenure protections.

29 The principal is responsible for discussing deficiencies as part of the evaluation process with the non-
30 tenured teacher and providing assistance for overcoming these deficiencies.

31 The Director of Schools is under no obligation to re-employ non-tenured teachers at the end of their
32 contract period. If the Director of Schools determines not to renew the contract of a non-tenured teacher,
33 the following action shall be taken:

- 34 1. The Board shall be notified at the next regular Board meeting; and
- 35
- 36 2. Written notice of non-renewal shall be sent to the teacher by certified mail or overnight carrier,
37 or by email within five (5) business days following the last instructional day for the school year.³

1 If the reason for nonrenewal is due only to a loss of funding for the position, then the notice shall
2 include a statement listing it as the cause for nonrenewal.⁴

3 RESIGNATION

4 A teacher shall give the Director of Schools notice of resignation at least thirty (30) days before the
5 effective date of the resignation.⁵ The Board may waive the thirty (30) days notice requirement and
6 permit a teacher to resign in good standing.

7 The conditions under which it is permissible to break a contract with the Board are as follows⁶:

- 8 1. The incapacity on the part of the teacher to perform the contract as evidenced by the certified
9 statement of a physician approved by the Board; or
- 10 2. The release by the Board of the teacher from the contract which the teacher has entered into with
11 the Board.

12 Any teacher on leave shall notify the Director of Schools in writing at least thirty (30) days prior to the
13 date of return if the teacher does not intend to return to the position from which he/she has taken leave.
14 Failure to render such notice may be considered a breach of contract.⁷

15 Upon a breach of contract, the Board, upon a motion recorded in its minutes, may file a complaint with
16 the State Board of Education and request the suspension of a teacher's license. After the State Board of
17 Education has provided the teacher an opportunity for defense during a hearing, the State Board of
18 Education may suspend the license for no less than thirty (30) and no more than three hundred sixty-five
19 (365) days.⁸

20 RETIREMENT

21 Retirement is a termination of services under conditions which will allow the teacher to draw benefits
22 from retirement plans and/or Social Security benefits.

23 Teachers eligible for retirement benefits may elect to retire at any age according to the provisions of the
24 retirement system. Central office personnel shall assist teachers in securing retirement benefits; however,
25 it shall be the responsibility of the retiring teacher to provide verification of eligibility in writing from
26 the Tennessee Consolidated Retirement System (TCRS) to the central office. It shall be the responsibility
27 of the retiring teacher to file for benefits.

28 ~~Teachers who retire under TCRS may be employed up to one hundred twenty (120) days per year without
29 loss of retirement benefits. Retired teachers may substitute teach for additional days if the Director of
30 Schools certifies in writing to the Division of Retirement that no other qualified personnel are available
31 to substitute teach.⁸~~

32 ~~The Director of Schools may employ teachers retired for at least one (1) year for full-time employment
33 as a Kindergarten through eighth (K-8) grade teacher on a year-to-year basis. Retirement benefits will
34 not be lost or suspended under certain conditions which include, but are not limited to, the following:⁹~~

- 35 ~~1. The Director of Schools of the employing system must certify in writing that no other qualified
36 individuals are available to fill the position;~~

- 1 ~~2. The Commissioner of Education shall certify that the employing school district serves an area~~
- 2 ~~that lacks qualified teachers to serve in the position to be filled;~~
- 3 ~~3. The retired teacher shall hold a valid license and shall not be entitled to tenure status;~~
- 4 ~~4. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave or~~
- 5 ~~receive medical insurance coverage; and~~
- 6 ~~5. The salary paid to the retired teacher shall not be less than the rate of compensation set by the~~
- 7 ~~Board for teachers with no experience filling similar positions, nor more than eighty-five percent~~
- 8 ~~(85%) of the rate of compensation set by Board for teachers with comparable training and years~~
- 9 ~~of experience filling similar positions.~~

10 *(Note: Nonrenewal of non-tenured teachers after the contract year is not suspension or dismissal and*
 11 *does NOT follow the suspension/dismissal guidelines outlined in this policy. Rather, nonrenewal of non-*
 12 *tenured teachers after the contract year follows the nonrenewal guidelines outlined in this policy.)*

Legal References

- 1. TCA 49-5-511(a)(3)
- 2. TCA 49-2-301(b)(1)(EE); TCA 49-5-512
- 3. TCA 49-5-409
- 4. Public Acts of 2022, Chapter No, 678
- 5. TCA 49-5-508
- 6. TCA 49-5-411(a)
- 7. TCA 49-5-706
- 8. TCA 49-5-411(b)
- 9. TCA 8-36-805

Cross References

- Public Hearings 1.401
- Teacher Tenure 5.117
- Non-Renewal 5.203
- Resignation 5.204
- Retirement 5.205
- Employment of Retirees 5.119
- Recommendations and File Transfers 5.206

Franklin Special Board of Education			
Monitoring: Review: Annually, in January	Descriptor Term: Separation Practices for Non-Tenured Teachers	Descriptor Code: 5.201	Issued Date: 08/09/21
		Rescinds: 5.201	Issued: 09/16/19

1 SUSPENSION PENDING AN INVESTIGATION¹

2 The Director of Schools may suspend a teacher at any time that may seem necessary, pending
 3 investigation, or final disposition of a case before the Board or an appeal. If the matter under investigation
 4 is not the subject of an ongoing criminal investigation or a Department of Children's Services
 5 investigation, and if no charges for dismissal have been made, a suspension pending investigation shall
 6 not exceed ninety (90) days in duration. Under no circumstances shall the Director of Schools suspend
 7 a non-tenured teacher with pay. If vindicated or reinstated, the non-tenured teacher shall be paid full
 8 salary for the period of suspension.

9 SUSPENSION OF THREE DAYS OR LESS²

10 The Director of Schools/designee may suspend a teacher for incompetence, inefficiency, neglect of duty,
 11 unprofessional conduct, and insubordination. Before the teacher is suspended, he/she shall be: (1)
 12 provided with written notice, including the reasons for the suspension along with an explanation of the
 13 evidence; (2) given an opportunity to respond to the Director of Schools at a recorded conference, if
 14 requested within five (5) days; and (3) given a written decision of the suspension within ten (10) days.
 15 Both parties may be represented by counsel at the conference, which shall be recorded.

16 Under no circumstances shall the Director of Schools suspend a non-tenured teacher with pay. If
 17 reinstated, the non-tenured teacher shall be paid full salary for the period of suspension unless suspension
 18 without pay is deemed to be an appropriate penalty.

19 DISMISSAL OR SUSPENSION GREATER THAN THREE DAYS²

20 The Director of Schools may dismiss or suspend for more than three (3) days any non-tenured teacher
 21 during the contract year for incompetence, inefficiency, insubordination, improper conduct, or neglect
 22 of duty after giving the non-tenured teacher, in writing, due notice of the charges.

23 The Director of Schools shall give the non-tenured teacher an opportunity for a full and complete hearing
 24 before an impartial hearing officer.

25 The Board will appoint an impartial hearing officer to conduct such hearings. The hearing officer will
 26 hear the case and the employee shall have the right to:

- 27 1. Be represented by counsel;
- 28 2. Call and subpoena witnesses;
- 29 3. Examine all witnesses; and
- 30 4. Require that all testimony be given under oath.

1 Factual findings and decisions in all dismissal cases shall be reduced to written form and delivered to the
2 affected teacher within ten (10) working days following the close of the hearing. The teacher may appeal
3 the decision to the Board within ten (10) working days of the hearing officer rendering the written
4 decision to the employee. Written notice of appeal to the Board shall be given to the Director of Schools.
5 Within twenty (20) working days of receipt of notice, the Director of Schools shall prepare a copy of the
6 proceedings, including all transcripts and evidence, documentary or otherwise, and provide the Board a
7 copy of the same.

8 The Director of Schools shall also have the right to appeal any adverse ruling by the hearing officer in
9 same manner as the non-tenured teacher.

10 The Board shall hear the appeal. No new evidence shall be introduced. The non-tenured teacher may
11 appear in person or be represented by counsel and argue why the decision should be modified or reversed.
12 The Board shall take one of the following actions:

- 13 1. Sustain the decision;
- 14 2. Send the record back if additional evidence is necessary; or
- 15 3. Revise the penalty or reverse the decision.

16 Before any decision to dismiss is made, a majority of the membership of the Board shall concur in
17 sustaining the charges. The Board shall render a decision on the appeal within ten (10) working days
18 after the conclusion of the hearing.

19 Within twenty (20) working days after receipt of notice of the decision of the Board, either party may
20 appeal to the chancery court in the county where the school district is located. The Board shall provide
21 the entire record of the hearing to the court.

22 **NONRENEWAL**

23 Non-tenured teachers are subject to the same rules and regulations and are entitled to the privileges of
24 employment enjoyed by tenured teachers except that they have no claim upon continuing employment
25 or tenure protections.

26 The principal is responsible for discussing deficiencies as part of the evaluation process with the non-
27 tenured teacher and providing assistance for overcoming these deficiencies.

28 The Director of Schools is under no obligation to re-employ non-tenured teachers at the end of their
29 contract period. If the Director of Schools determines not to renew the contract of a non-tenured teacher,
30 the following action shall be taken:

- 31 1. The Board shall be notified at the next regular Board meeting; and
- 32
- 33 2. Written notice of non-renewal shall be sent to the teacher by certified mail or overnight carrier,
34 or by email within five (5) business days following the last instructional day for the school year.³

35 **RESIGNATION**

1 A teacher shall give the Director of Schools notice of resignation at least thirty (30) days before the
2 effective date of the resignation.⁴ The Board may waive the thirty (30) days notice requirement and
3 permit a teacher to resign in good standing.

4 The conditions under which it is permissible to break a contract with the Board are as follows⁵:

- 5 1. The incapacity on the part of the teacher to perform the contract as evidenced by the certified
6 statement of a physician approved by the Board; or
- 7 2. The release by the Board of the teacher from the contract which the teacher has entered into with
8 the Board.

9 Any teacher on leave shall notify the Director of Schools in writing at least thirty (30) days prior to the
10 date of return if the teacher does not intend to return to the position from which he/she has taken leave.
11 Failure to render such notice may be considered a breach of contract.⁶

12 Upon a breach of contract, the Board, upon a motion recorded in its minutes, may file a complaint with
13 the State Board of Education and request the suspension of a teacher's license. After the State Board of
14 Education has provided the teacher an opportunity for defense during a hearing, the State Board of
15 Education may suspend the license for no less than thirty (30) and no more than three hundred sixty-five
16 (365) days.⁷

17 **RETIREMENT**

18 Retirement is a termination of services under conditions which will allow the teacher to draw benefits
19 from retirement plans and/or Social Security benefits.

20 Teachers eligible for retirement benefits may elect to retire at any age according to the provisions of the
21 retirement system. Central office personnel shall assist teachers in securing retirement benefits; however,
22 it shall be the responsibility of the retiring teacher to provide verification of eligibility in writing from
23 the Tennessee Consolidated Retirement System (TCRS) to the central office. It shall be the responsibility
24 of the retiring teacher to file for benefits.

25 Teachers who retire under TCRS may be employed up to one hundred twenty (120) days per year without
26 loss of retirement benefits. Retired teachers may substitute teach for additional days if the Director of
27 Schools certifies in writing to the Division of Retirement that no other qualified personnel are available
28 to substitute teach.⁸

29 The Director of Schools may employ teachers retired for at least one (1) year for full-time employment
30 as a Kindergarten through eighth (K-8) grade teacher on a year-to-year basis. Retirement benefits will
31 not be lost or suspended under certain conditions which include, but are not limited to, the following:⁹

- 32 1. The Director of Schools of the employing system must certify in writing that no other qualified
33 individuals are available to fill the position;
- 34 2. The Commissioner of Education shall certify that the employing school district serves an area
35 that lacks qualified teachers to serve in the position to be filled;
- 36 3. The retired teacher shall hold a valid license and shall not be entitled to tenure status;
- 37 4. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave or
38 receive medical insurance coverage; and

- 1 5. The salary paid to the retired teacher shall not be less than the rate of compensation set by the
2 Board for teachers with no experience filling similar positions, nor more than eighty-five percent
3 (85%) of the rate of compensation set by Board for teachers with comparable training and years
4 of experience filling similar positions.

5 *(Note: Nonrenewal of non-tenured teachers after the contract year is not suspension or dismissal and*
6 *does NOT follow the suspension/dismissal guidelines outlined in this policy. Rather, nonrenewal of non-*
7 *tenured teachers after the contract year follows the nonrenewal guidelines outlined in this policy.)*

Legal References

1. TCA 49-5-511(a)(3)
2. TCA 49-2-301(b)(1)(EE); TCA 49-5-512
3. TCA 49-5-409; Public Acts of 2021, Chapter No. 378
4. TCA 49-5-508
5. TCA 49-5-411(a)
6. TCA 49-5-706
7. TCA 49-5-411(b); Public Acts of 2021, Chapter No. 493
8. TCA 8-36-805
9. TCA 8-36-821

Cross References

Public Hearings 1.401
Teacher Tenure 5.117
Non-Renewal 5.203
Resignation 5.204
Retirement 5.205
Recommendations and File Transfers 5.206

5.701 **SUBSTITUTE PERSONNEL – 2nd Reading**

As in the description for new policy 5.119, information on retirees has been removed from 5.200, 5.201, and **5.701** to help provide clarity and placed in 5.119 for clarification on the options for employing retirees.

TSBA has provided this guidance due to the increased vacancies across the state with passage of Public Chapter 821 by the General Assembly.

There were no changes requested by the Board upon 1st Reading.

Franklin Special Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Substitute Personnel	Descriptor Code: 5.701	Issued Date: Proposed
		Rescinds: 5.701	Issued: 11/08/21

1 Substitutes are those personnel used to replace teachers and other employees on leave or to fill temporary
2 vacancies.^{1,2} References to substitutes, substitute personnel and substitute teachers may be used
3 interchangeably within this policy.

4 Substitute personnel may be employed and paid directly by the Board of Education or by a third party
5 public or private employer through an agreement between such third party employer and the Board of
6 Education. Substitute personnel employed by third party entities shall be subject to the same
7 unemployment benefit eligibility conditions as substitute personnel employed directly by the Board of
8 Education.²

9 When a teacher or other personnel is unable to meet job duties for any reason, the following procedures
10 shall be observed:

- 11 1. The employee shall notify the principal/supervisor/designee as soon as possible;
- 12 2. The employee shall report the absence online and request a substitute in the substitute
13 management system if the position is required to be filled;
- 14 3. The principal/designee shall have the option to move substitutes within the building as needed to
15 provide for best educational practices.

16 APPLICATION/QUALIFICATIONS

17 All substitute applicants must be interviewed. Qualifications shall be follow the same policies, state
18 laws and regulations as outlined for regular personnel.^{3,4} All applicants must be at least 18 years of age
19 and have a high school diploma or GED equivalent. Applicants are required to complete an online
20 application. Criminal history record checks, fingerprinting and drug screening of applicants for
21 substitutes are required.³ Applicants with revoked licenses or certificates according to the Department
22 of Education shall not be hired.⁴

23 A list of substitutes will be prepared by the Director of Schools/designee, who will maintain file(s) which
24 may include transcripts, credentials, recommendations and other pertinent information.

25 COMPENSATION

26 If employed directly by the Board of Education, the compensation of substitute teachers shall be
27 determined annually by the Board.

28 Retired teachers serving as substitutes who do not have an active teaching license shall be paid the same
29 as a retired substitute teacher with an active teaching license. This only applies to teachers who retired
30 after July 1, 2011 through July 1, 2016.⁵

1 CERTIFICATION

2 When substituting for a regular teacher who has been absent for twenty (20) consecutive days, a
3 substitute teacher must possess a teaching certificate with endorsement in the discipline(s) to be taught.⁶
4 When substituting for a teacher without sick leave, the substitute shall be certified and paid according to
5 the state salary schedule.¹

6 ~~Retired teachers may substitute one hundred twenty (120) days per year without loss of retirement~~
7 ~~benefits,¹ and may substitute for additional days if the Director of Schools certifies in writing to the~~
8 ~~Division of Retirement that no other qualified personnel are available to substitute teach.⁷~~

9 EMERGENCY NEEDS

10 All teacher aides, secretaries and clerks are approved substitute teachers for use in emergency situations.
11 Emergency use shall be defined as less than a full day due to the regular or substitute teacher being
12 unable to arrive on time or remain for the full day.

13 Such substitutes shall receive the proportionate equivalent salary regular substitute teachers would
14 receive under similar circumstances or their regular salary, if higher; however, they shall not receive pay
15 for both positions at the same time.

16 TRAINING AND ORIENTATION

17 The Director of Schools/designee shall be responsible for ensuring that there are appropriate training and
18 development programs for substitute personnel.

19 All substitute teachers are required to attend training to receive information regarding FSSD guidelines
20 and procedures, best practices for substitute teaching, and a Substitute Teacher Handbook.

21 In order to make the work of the substitute teacher as satisfactory as possible, the regular teacher shall
22 make available:

- 23 1. Daily schedule (academic and supervisory);
- 24 2. Class rolls;
- 25 3. Lesson plans and other information for the day's activities. In case of emergency when plans are
26 not provided, the principal/designee shall provide the substitute with directions for the day; and
- 27 4. Classroom rules/discipline procedures.

28 All substitute teachers will be given a copy of the local school's guidelines on the first day they substitute
29 in the school. These guidelines shall contain, but shall not be limited to:

- 30 1. Attendance procedures;
- 31 2. Lunchroom schedule and procedures;
- 32 3. Procedures for supervising student behavior;
- 33 4. Names and assignments of regular staff members;
- 34 5. Emergency evacuation procedures; and
- 35 6. Other helpful information particular to the local school.

1 RESPONSIBILITIES

2 Substitute teachers shall:

- 3 1. Assume the same responsibilities and have the same authority as the regular teacher, including
4 bus duty and playground supervision;
- 5 2. Report fifteen (15) minutes before the official school opening and review all plans and schedules
6 to be followed during the teaching day;
- 7 3. Write a note about work completed at the end of each teaching day and leave it for the regular
8 classroom teacher; and
- 9 4. Report to the principal/designee at the conclusion of the day and/or as requested.

10 RE-EMPLOYMENT/TERMINATION

11 On an annual basis, the Director of Schools, with input from the principals/supervisors, shall determine
12 which substitute personnel performed at an acceptable level. Substitutes who performed below an
13 acceptable level shall not be re-employed.

14 All substitutes shall be responsible for providing correct addresses and phone numbers and for notifying
15 the principal and/or third party employer if they wish to terminate their service as substitutes.

Legal References:

1. TRR/MS 0520-01-02-.04(5)
2. TCA 49-5-709
3. TCA 49-5-413(a)(2)
4. TCA 49-2-203(a)(14)
5. TCA 49-3-312(b)
6. TCA 49-3-312(a); TRR/MS 0520-01-02-.04(5)(b)

Cross References:

- Background Investigations 5.118
Employment of Retirees 5.119
Separation Practices of Tenured Teachers 5.200
Separation Practices of Non-Tenured Teachers 5.201

Franklin Special Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Substitute Personnel	Descriptor Code: 5.701	Issued Date: 11/08/21
		Rescinds: 5.701	Issued: 10/23/17

1 Substitutes are those personnel used to replace teachers and other employees on leave or to fill temporary
2 vacancies.^{1,2} References to substitutes, substitute personnel and substitute teachers may be used
3 interchangeably within this policy.

4 Substitute personnel may be employed and paid directly by the Board of Education or by a third party
5 public or private employer through an agreement between such third party employer and the Board of
6 Education. Substitute personnel employed by third party entities shall be subject to the same
7 unemployment benefit eligibility conditions as substitute personnel employed directly by the Board of
8 Education.²

9 When a teacher or other personnel is unable to meet job duties for any reason, the following procedures
10 shall be observed:

- 11 1. The employee shall notify the principal/supervisor/designee as soon as possible;
- 12 2. The employee shall report the absence online and request a substitute in the substitute
13 management system if the position is required to be filled;
- 14 3. The principal/designee shall have the option to move substitutes within the building as needed to
15 provide for best educational practices.

16 APPLICATION/QUALIFICATIONS

17 All substitute applicants must be interviewed. Qualifications shall be follow the same policies, state
18 laws and regulations as outlined for regular personnel.^{3,4} All applicants must be at least 18 years of age
19 and have a high school diploma or GED equivalent. Applicants are required to complete an online
20 application. Criminal history record checks, fingerprinting and drug screening of applicants for
21 substitutes are required.³ Applicants with revoked licenses or certificates according to the Department
22 of Education shall not be hired.⁴

23 A list of substitutes will be prepared by the Director of Schools/designee, who will maintain file(s) which
24 may include transcripts, credentials, recommendations and other pertinent information.

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26 If employed directly by the Board of Education, the compensation of substitute teachers shall be
27 determined annually by the Board.

28 Retired teachers serving as substitutes who do not have an active teaching license shall be paid the same
29 as a retired substitute teacher with an active teaching license. This only applies to teachers who retired
30 after July 1, 2011 through July 1, 2016.⁵

1 CERTIFICATION

2 When substituting for a regular teacher who has been absent for twenty (20) consecutive days, a
3 substitute teacher must possess a teaching certificate with endorsement in the discipline(s) to be taught.⁶

4 When substituting for a teacher without sick leave, the substitute shall be certified and paid according to
5 the state salary schedule.¹

6 Retired teachers may substitute one hundred twenty (120) days per year without loss of retirement
7 benefits,¹ and may substitute for additional days if the Director of Schools certifies in writing to the
8 Division of Retirement that no other qualified personnel are available to substitute teach.⁷

9 EMERGENCY NEEDS

10 All teacher aides, secretaries and clerks are approved substitute teachers for use in emergency situations.
11 Emergency use shall be defined as less than a full day due to the regular or substitute teacher being
12 unable to arrive on time or remain for the full day.

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14 receive under similar circumstances or their regular salary, if higher; however, they shall not receive pay
15 for both positions at the same time.

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18 development programs for substitute personnel.

19 All substitute teachers are required to attend training to receive information regarding FSSD guidelines
20 and procedures, best practices for substitute teaching, and a Substitute Teacher Handbook.

21 In order to make the work of the substitute teacher as satisfactory as possible, the regular teacher shall
22 make available:

- 23 1. Daily schedule (academic and supervisory);
- 24 2. Class rolls;
- 25 3. Lesson plans and other information for the day's activities. In case of emergency when plans are
26 not provided, the principal/designee shall provide the substitute with directions for the day; and
- 27 4. Classroom rules/discipline procedures.

28 All substitute teachers will be given a copy of the local school's guidelines on the first day they substitute
29 in the school. These guidelines shall contain, but shall not be limited to:

- 30 1. Attendance procedures;
- 31 2. Lunchroom schedule and procedures;
- 32 3. Procedures for supervising student behavior;
- 33 4. Names and assignments of regular staff members;
- 34 5. Emergency evacuation procedures; and
- 35 6. Other helpful information particular to the local school.

1 RESPONSIBILITIES

2 Substitute teachers shall:

- 3 1. Assume the same responsibilities and have the same authority as the regular teacher, including
4 bus duty and playground supervision;
- 5 2. Report fifteen (15) minutes before the official school opening and review all plans and schedules
6 to be followed during the teaching day;
- 7 3. Write a note about work completed at the end of each teaching day and leave it for the regular
8 classroom teacher; and
- 9 4. Report to the principal/designee at the conclusion of the day and/or as requested.

10 RE-EMPLOYMENT/TERMINATION

11 On an annual basis, the Director of Schools, with input from the principals/supervisors, shall determine
12 which substitute personnel performed at an acceptable level. Substitutes who performed below an
13 acceptable level shall not be re-employed.

14 All substitutes shall be responsible for providing correct addresses and phone numbers and for notifying
15 the principal and/or third party employer if they wish to terminate their service as substitutes.

Legal References:

1. TRR/MS 0520-1-2-.04(5)
2. TCA 49-5-709
3. TCA 49-5-413(a)(2)
4. TCA 49-2-203(a)(15)
5. TCA 49-3-312(b)
6. TCA 49-3-312(a); TRR/MS 0520-01-02-.04(5)(b)
7. TCA 8-36-805

Cross References:

Background Investigations 5.118
Separation Practices of Tenured Teachers 5.200
Separation Practices of Non-Tenured Teachers 5.201

6.409 REPORTING CHILD ABUSE – 2nd Reading

With the June policy updates, revisions have been provided for this policy. Public Chapter 841 narrows the category of individuals who must receive training on child abuse. In the past, state law required all school personnel to receive this training, but moving forward, this training will only be required for employees working directly with students. We have updated model policy 6.409 to align with this revised standard.

Additionally, Public Chapter 781 allows employees to first report to the Department of Children's Services and law enforcement if an alleged instance of child abuse involves someone employed by, previously employed by, or otherwise affiliated with the school district. The district's Child Abuse Coordinator must still be notified; however, in those particular instances, they are not required to be notified until the other entities are contacted.

There were no changes requested by the Board upon 1st Reading.

Franklin Special Board of Education			
Monitoring: Review: Annually, in April	Descriptor Term: Reporting Child Abuse	Descriptor Code: 6.409	Issued Date: Proposed
		Rescinds: 6.409	Issued: 08/10/20

1 *General*2 The Director of Schools shall:¹

- 3 1. Designate one employee as the Child Abuse Coordinator (the Coordinator) and an additional
4 employee to serve as the Alternate Child Abuse Coordinator (the Alternate) for each school;
5
- 6 2. Require that the Coordinator and the Alternate receive appropriate training;
7
- 8 3. Supply the Coordinator with all necessary resources;
9
- 10 4. Ensure that ~~all school personnel~~ all employees working directly with students annually
11 complete the child abuse training program required by state law.²

12 The Coordinator shall assist any employee with appropriately reporting and responding to instances of
13 child abuse or child sexual abuse.

14 **REPORTING**

15 All personnel shall be alert for any evidence of child abuse or neglect.³ If personnel know or have
16 reasonable cause to suspect child abuse, sexual abuse, or neglect, a report shall be filed immediately with
17 the Coordinator, the Department of Children's Services (DCS), and law enforcement.⁴ When alleged
18 abuse involves someone employed by, previously employed by, or otherwise affiliated with the school,
19 the report may be made directly to the DCS and law enforcement prior to notifying the Coordinator.⁵

20 The report shall include, to the extent known by the reporter:^{5 6}

- 21 1. The name, address, telephone number, and age of the child;
- 22 2. The name, address, and telephone number of the parents or persons having custody of the child;
- 23 3. The nature and extent of the abuse or neglect; and
- 24 4. Any evidence to the cause or any other information that may relate to the cause or extent of the
25 abuse or neglect.

26 The director of schools/designee shall develop reporting procedures, including sample indicators of
27 abuse and neglect, and shall disseminate the procedures to all school personnel.

28 **CONFIDENTIALITY**

29 District employees shall keep all information regarding any child abuse confidential in accordance
30 with state law.

1 INVESTIGATIONS

2 School administrators and employees have a duty to cooperate, provide assistance and information in
3 child abuse investigations⁶⁻⁷ including permitting DCS teams to conduct interviews while the child is
4 at school. The principal may control the time, place and circumstances of the interview but may not
5 insist that a school employee be present even if the suspected abuser is a school employee or another
6 student. The principal is not in violation of any laws by failing to inform parent(s)/guardian(s) that the
7 child is to be interviewed even if the suspected abuser is not a member of the child's household.⁷

Legal References

1. TCA 49-6-1601
2. TCA 37-1-408; Public Acts of 2022, Chapter No. 841
3. TCA 37-1-403(a)(1); TCA 37-1-412; TCA 37-1-602; TCA 37-1-605(a)(4)
4. TCA 37-1-403(a)(2); TCA 49-6-1601
5. Public Acts of 2022, Chapter No. 781
6. TCA 37-1-403(b)
7. TCA 37-1-611(b)
8. Tenn. Op. Atty. Gen. No. 87-101 (June 9, 1987)

Cross References

Recommendations and File Transfers 5.206
Staff-Student Relations 5.610
Interrogations and Searches 6.303
Student Discrimination, Harassment, Bullying,
Cyber-bullying, and Intimidation 6.304
Title IX & Sexual Harassment 6.3041
Promoting Student Welfare 6.400

Reporting of Child Abuse and Neglect 6.409.1
Suspected Child Abuse Form 6.409.2

Franklin Special Board of Education			
Monitoring: Review: Annually, in April	Descriptor Term: Reporting Child Abuse	Descriptor Code: 6.409	Issued Date: 08/10/20
		Rescinds: 6.409	Issued: 10/08/18

1 *General*

2 The Director of Schools shall:¹

- 3 1. Designate one employee as the Child Abuse Coordinator (the Coordinator) and an additional
- 4 employee to serve as the Alternate Child Abuse Coordinator (the Alternate) for each school;
- 5
- 6 2. Require that the Coordinator and the Alternate receive appropriate training;
- 7
- 8 3. Supply the Coordinator with all necessary resources;
- 9
- 10 4. Ensure that all school personnel annually complete the child abuse training program required
- 11 by state law.²

12 The Coordinator shall assist any employee with appropriately reporting and responding to instances of

13 child abuse or child sexual abuse.

14 **REPORTING**

15 All personnel shall be alert for any evidence of child abuse or neglect.³ If personnel know or have

16 reasonable cause to suspect child abuse, sexual abuse, or neglect, a report shall be filed immediately with

17 the Coordinator, the Department of Children's Services (DCS), and law enforcement.⁴

18 The report shall include, to the extent known by the reporter:⁵

- 19 1. The name, address, telephone number, and age of the child;
- 20 2. The name, address, and telephone number of the parents or persons having custody of the child;
- 21 3. The nature and extent of the abuse or neglect; and
- 22 4. Any evidence to the cause or any other information that may relate to the cause or extent of the
- 23 abuse or neglect.

24 The director of schools/designee shall develop reporting procedures, including sample indicators of

25 abuse and neglect, and shall disseminate the procedures to all school personnel.

26 **CONFIDENTIALITY**

27 District employees shall keep all information regarding any child abuse confidential in accordance

28 with state law.

1 INVESTIGATIONS

2 School administrators and employees have a duty to cooperate, provide assistance and information in
3 child abuse investigations⁶ including permitting DCS teams to conduct interviews while the child is at
4 school. The principal may control the time, place and circumstances of the interview but may not
5 insist that a school employee be present even if the suspected abuser is a school employee or another
6 student. The principal is not in violation of any laws by failing to inform parent(s)/guardian(s) that the
7 child is to be interviewed even if the suspected abuser is not a member of the child's household.⁷

Legal References

1. Public Acts of 2020, Chapter No. 708
2. TCA 37-1-408
3. TCA 37-1-403(a)(1); TCA 37-1-412; TCA 37-1-602; TCA 37-1-605(a)(4)
4. TCA 37-1-403(a)(2); Public Acts of 2020, Chapter No. 708
5. TCA 37-1-403(b)
6. TCA 37-1-611(b)
7. Tenn. Op. Atty. Gen. No. 87-101 (June 9, 1987)

Cross References

Recommendations and File Transfers 5.206
Staff-Student Relations 5.610
Interrogations and Searches 6.303
Student Discrimination, Harassment, Bullying,
Cyber-bullying, and Intimidation 6.304
Title IX & Sexual Harassment 6.3041
Promoting Student Welfare 6.400

Reporting of Child Abuse and Neglect 6.409.1
Suspected Child Abuse Form 6.409.2

6.200 ATTENDANCE – *1st Reading*

Tennessee Code Annotated 49-6-3007 changes the tiers of the progressive truancy plan. Under this new law, Tier I applies to all students to provide school-wide prevention-oriented supports. TSBA has provided updates to this policy to align with these changes.

Along with these revisions, per Public Chapter 878, state law no longer permits the denial of a driver's license due to poor student academic performance. Accordingly, TSBA has updated their model policy to reflect this change.

Franklin Special Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: <h1 style="text-align: center;">Attendance</h1>	Descriptor Code: 6.200	Issued Date: Proposed
		Rescinds: 6.200	Issued: 07/15/19

1 **General**

2 Attendance is a key factor in student achievement; **and** therefore, students are expected to be present
3 each day school is in session. ~~The director of schools/designee shall develop appropriate administrative~~
4 ~~procedures to implement this policy.~~

5 The Director of Schools/designee shall ensure that this policy is posted in each school building and
6 disseminated to all students, parent(s)/guardian(s), teachers, and administrative staff.

7 The Attendance Supervisor shall oversee the entire attendance program which shall include:¹

- 8
- 9 1. All accounting and reporting procedures and their dissemination;
- 10
- 11 2. Alternative program options for students who severely fail to meet minimum attendance
- 12 requirements; and
- 13
- 14 3. Ensuring that all school age children attend school;
- 15
- 16 4. Providing documentation of enrollment status upon request for students applying for new or
- 17 reinstatement of driver's permit or license; and
- 18
- 19 5. Notifying the Department of Safety whenever a student with a driver's permit or license
- 20 withdraws from school or fails to maintain satisfactory academic progress.²

21 Student attendance records shall be given the same level of confidentiality as other student records. Only
22 authorized school officials with legitimate educational purposes may have access to student information
23 without the consent of the student or parent(s)/guardian(s).³

24 Absences shall be classified as either excused or unexcused as determined by the principal/designee.
25 Excused absences shall include, but not be limited to, the following:⁴

- 26
- 27 1. Personal illness/injury ~~or illness of immediate family member~~;
- 28 2. ~~Personal injury~~ Illness of immediate family member;
- 29 3. Homebound;
- 30 4. Hospitalization;
- 31 5. Death in the family;
- 32 6. Extreme weather conditions;
- 33 7. Religious observances;⁵

- 1 8. Military service of parent or guardian;
- 2 9. School endorsed activities;⁶
- 3 10. **Pregnancy**;
- 4 11. Summons, subpoena, or court order; or
- 5 12. **Extenuating** Circumstances which in the judgment of the principal create emergencies over
- 6 which the student has no control, determined on a case-by-case basis.

7 The principal shall be responsible for ensuring that:⁶

- 8 1. Attendance is checked and reported daily for each class;
- 9 2. Daily absentee sheets contain sign in/sign out sheets and indicate students present or absent for
- 10 the majority of the day;
- 11 3. All student absences are verified;
- 12 4. Written excuses are submitted for absences and tardiness; and if necessary, verification may be
- 13 required from an official or other source to justify absences; and
- 14 5. System-wide procedures for accounting and reporting are followed.

15 **TRUANCY**

16 *General*

17 Annually, the Director of Schools/designee will provide written notice to parent(s)/guardian(s) that
 18 attendance at school is required. Students shall be present at least fifty percent (50%) of the scheduled
 19 school day in order to be counted present. Students may attend part-time days, alternating days, or for a
 20 specific amount of time as indicated in their Individualized Education Plan (IEP) or 504 Plan and shall
 21 be considered present for school attendance purposes.⁸ If a student is required to participate in a remedial
 22 instruction program outside of the regular school day where there is no cost to the parent(s)/guardian(s)
 23 and the school system provides transportation, unexcused absences from these programs shall be
 24 reported in the same manner.⁷

25 ~~Students~~ **A student** who ~~are~~ **is** absent five (5) days without adequate excuse shall be reported to the
 26 Director of Schools/designee who will, in turn, provide written notice to the parent(s)/guardian(s) of the
 27 student's absences. The Director of Schools/designee shall comply with state law regarding the reporting
 28 of truant students to the proper authorities. The principal/designee shall initiate meaningful
 29 communications with the student and parent(s)/guardian(s) in order to determine the underlying cause(s)
 30 for the unexcused absences. The principal/designee shall then develop an attendance plan and coordinate
 31 additional services designed to improve the student's attendance.¹³ If a parent/**guardian** does not provide
 32 documentation within adequate time excusing those absences or request an attendance hearing, then the
 33 Director of Schools/designee shall implement **tier two of** the progressive truancy intervention plan
 34 described below prior to referral to juvenile court.

35 *Progressive Truancy Intervention Plan*⁸

36 ~~Prior to referral to juvenile court, the following progressive truancy intervention plan will be~~
 37 ~~implemented.~~ (in line 22 above)

38 **Tier I**

39 ~~Tier I of the progressive truancy intervention plan shall include the following:~~ (moves to Tier II)

- ~~1. A conference with the student and the student's parent(s)/guardian(s);~~
- ~~2. An attendance contract, based on the conference, signed by the student, the parent(s)/guardian(s), and an attendance supervisor or designee. The contract shall include:

 - ~~a. A specific description of the school's attendance expectations for the student;~~
 - ~~b. The period for which the contract is effective; and~~
 - ~~c. Penalties for additional absences and alleged school offenses, including additional disciplinary action and potential referral to juvenile court; and~~~~
- ~~3. Regularly scheduled follow-up meetings to discuss the student's progress.~~

Tier I of the progressive truancy plan shall apply to all students within the district and include schoolwide prevention-oriented supports to assist with satisfactory attendance. These supports shall include, but are not limited to, parent engagement by teachers and administrators, school counselor support, and information provided in the school handbook.

Tier-II

~~If a student accumulates additional unexcused absences in violation of the attendance contract in Tier I, the student will be subject to Tier II.~~

~~Students who are absent eight (8) days without adequate excuse will be reported to the principal/designee who will provide written notice to the parent(s)/guardian(s) of the student's absences. Meaningful communication shall be initiated again with the student and parent(s)/guardian(s) to attempt to determine the reason for continued absences. If deemed necessary, the need for services will be assessed again and will be allocated if the services could potentially contribute to improved attendance.~~

Tier II of the progressive truancy plan shall be implemented after the student accumulates five (5) unexcused absences, but before referral to juvenile court, and includes the following:

1. A conference with the student and the student's parent(s)/guardian(s);
2. An attendance contract, based on the conference, signed by the student, the parent(s)/guardian(s), and the Attendance Supervisor/designee. The contract shall include:
 - a. A specific description of the school's attendance expectations for the student;
 - b. The period for which the contract is effective; and
 - c. Penalties for additional absences and alleged school offenses, including additional disciplinary action and potential referral to juvenile court.
3. Regularly scheduled follow-up meetings to discuss the student's progress; and
4. ~~Under this tier,~~ A school employee shall conduct an individualized assessment detailing the reasons a student has been absent from school. The employee may refer the student to counseling, community-based services, or other services to address the student's attendance problems.

Tier-III

~~Upon notification that a student has been absent ten (10) days without adequate excuse, the principal/designee shall attempt to meet in person with the student and parent(s)/guardian(s) and/or initiate meaningful communication to determine the appropriate services needed to improve the student's attendance. The principal/attendance supervisor shall document all communication attempts and refine the attendance plan as needed.¹³~~

1 Tier III shall be implemented if the truancy interventions under Tier II are unsuccessful. Tier III
2 may consist of the following interventions: sessions with the school counselor; school-based
3 mental health referral; community resource agency referrals, if needed, to address barriers to
4 regular attendance; before- or after-school extracurricular opportunities; Positive Behavior
5 Interventions and Supports (PBIS); check-in check-out with a school mentor; restorative justice
6 program; and/or after-school courses designed to improve attendance and behavior.

7 These interventions shall be determined by the Attendance Supervisor in conjunction with the
8 appropriate school personnel. The interventions shall address student needs in an age-appropriate
9 manner. Finalized plans shall be approved by the director of schools/designee.

10 **NON-SCHOOL SPONSORED EXTRACURRICULAR ACTIVITY**

11 A principal/designee may excuse a student to participate in non-school sponsored extracurricular
12 activities. The principal shall document the approval in writing and shall excuse no more than ten (10)
13 absences each school year. No later than seven (7) business days prior to the student's absence, the
14 student shall provide documentation to the school as proof of the student's participation along with a
15 written request for the excused absence from the student's parent/guardian. The request shall include
16 the following:

- 17 1. Student's name and personal identification number;
- 18 2. Student's grade;
- 19 3. The dates of the student's absence;
- 20 4. The reason for the student's absence; and
- 21 5. The signatures of the student and parent/guardian.

22 **MAKE-UP WORK/MISSED INSTRUCTIONAL DAYS**

23 The board shall determine annually and include in the school calendar a plan for using three (3)
24 abbreviated school days and the procedures for making up missed instructional days. In addition, the
25 board shall determine annually whether to use flexible scheduling for kindergarten students.

26 All missed class work or tests with the exception of End of Course (EOC) exams (whether from excused
27 or unexcused absence) may be made up provided the student makes the request immediately upon
28 returning to school and provided class time is not taken from other students.

29 **STATE-MANDATED ASSESSMENT**

30 Students who are absent the day of the scheduled end-of-course (EOC) exams **must shall** present a signed
31 doctor's excuse or **must shall** have been given an excused release by the principal prior to testing to
32 receive an excused absence. Students who have excused absences will be allowed to take a make-up
33 exam ~~developed by the teacher that will count as 15% of their grade [or]~~ Excused students will receive
34 an incomplete in the course until they have taken the EOC exam.

35 Students who have an unexcused absence shall receive a failing grade on the EOC exam which shall be
36 averaged into their final grade **at 15%**.

37 **CREDIT/PROMOTION DENIAL**

- 1 Credit/promotion denial determinations may include student attendance ~~for those students with excessive~~
 2 ~~(more than 5) unexcused absences~~; however, student attendance may not be the sole criterion.⁹ ~~However,~~
 3 ~~If~~ attendance is a factor, prior to credit/promotion denial, the following shall occur:
 4 1. The student and the parent(s)/guardian(s) shall be advised if the student is in danger of
 5 credit/promotion denial due to excessive absenteeism; and
 6 2. Procedures in due process are available to the student when credit or promotion is denied.

7 **DRIVER'S LICENSE REVOCATION²**

8 A student who has more than ten (10) consecutive or fifteen (15) unexcused absences during any
 9 semester shall be ineligible to retain a driver's permit or license.

10 **ATTENDANCE HEARING¹⁰**

11 Students with excessive (more than 5) unexcused absences or those in danger of credit/promotion denial
 12 shall have the opportunity to appeal to an attendance hearing committee appointed by the principal. If
 13 the student chooses to appeal, the student or ~~their~~ ~~his/her~~ parent(s)/guardian(s) shall be provided written
 14 or actual notice of the appeal hearing and shall be given the opportunity to address the committee. The
 15 committee will conduct a hearing to determine if any extenuating circumstances exist or to verify that
 16 the student has met attendance requirements that will allow him/her to pass the course or be promoted.
 17 Upon notification of the attendance committee decision, the principal shall send written notification to
 18 the Director of Schools/designee and the parent(s)/guardian(s) of the student of any action taken
 19 regarding the excessive unexcused absences. The notification shall advise parent(s)/guardian(s) of their
 20 right to appeal such action within two (2) school days to the Director of Schools/designee.

21 The appeal shall be heard no later than ten (10) school days after the request for appeal is received.

22 Within five (5) school days of the Director of Schools/designee rendering a decision, the student's
 23 parent(s)/guardian(s) may request a hearing by the Board, and the Board shall review the record.
 24 Following the review, the Board may affirm or overturn the decision of the Director of Schools/designee.
 25 The action of the Board shall be final.

Legal References

1. TCA 49-6-3006
2. TCA 49-6-3017(c); Public Acts of 2022, Chapter
No. 878
3. 20 USCA § 1232g
4. TRR/MS 0520-01-02-.17(5); State Board of
Education Policy 4.100
5. TCA 49-6-2904(b)(5)
6. TCA 49-6-3007
7. TCA 49-6-3021
8. TCA 49-6-3007; TCA 49-6-3009

Cross References

- School Calendar 1.800
- Extracurricular Activities 4.300
- Interscholastic Athletics 4.301
- Field Trips/Excursions/Competitions 4.302
- Reporting Student Progress 4.601
- Promotion and Retention 4.603
- Recognition of Religious Beliefs, Customs, & Holidays 4.803
- Voluntary Pre-K Attendance 6.2011
- Homeless Students 6.503
- Students in Foster Care 6.505

9. TCA 49-2-203(b)(7); TCA 49-6-3002(b)
TRR/MS 0520-01-02-.17(7)

Students from Military Families 6.506
Student Records 6.600

Attendance Procedure All Schools 6.200.1
Every Minutes Counts 6.200.2
Principal Attendance Letter 6.200.3
Attendance Contract Meeting and Plan 6.200.4
Tier 2 Attendance Intervention 6.200.5
District Attendance Letter 6.200.6

Franklin Special Board of Education			
Monitoring: Review: Annually, in April	Descriptor Term: Attendance	Descriptor Code: 6.200	Issued Date: 07/15/19
		Rescinds: 6.200	Issued: 10/08/18

1 Attendance is a key factor in student achievement, and therefore, students are expected to be present
 2 each day school is in session. The director of schools/designee shall develop appropriate administrative
 3 procedures to implement this policy.

- 4 The attendance supervisor shall oversee the entire attendance program which shall include:¹
- 5 1. All accounting and reporting procedures and their dissemination;
 - 6 2. Alternative program options for students who severely fail to meet minimum attendance
 7 requirements; and
 - 8 3. Ensuring that all school age children attend school.

9 Student attendance records shall be given the same level of confidentiality as other student records. Only
 10 authorized school officials with legitimate educational purposes may have access to student information
 11 without the consent of the student or parent(s)/guardian(s).³

12 Absences shall be classified as either excused or unexcused as determined by the principal/designee.
 13 Excused absences shall include, but not be limited to, the following:⁴

- 14 1. Personal illness or illness of immediate family member;
- 15 2. Personal injury;
- 16 3. Homebound;
- 17 4. Hospitalization;
- 18 5. Death in the family;
- 19 6. Extreme weather conditions;
- 20 7. Religious observances;⁵
- 21 8. Military service of parent or guardian;
- 22 9. School endorsed activities;⁶
- 23 10. Summons, subpoena, or court order; or
- 24 11. Extenuating circumstances which in the judgment of the principal create emergencies over
 25 which the student has no control, determined on a case-by-case basis.

26 The principal shall be responsible for ensuring that:⁶

- 27 1. Attendance is checked and reported daily for each class;
- 28 2. Daily absentee sheets contain sign in/sign out sheets and indicate students present or absent for
 29 the majority of the day;
- 30 3. All student absences are verified;
- 31 4. Written excuses are submitted for absences and tardiness; and if necessary, verification may be
 32 required from an official or other source to justify absences; and
- 33 5. System-wide procedures for accounting and reporting are followed.

34

1 TRUANCY

2 *General*

3 Annually, the director of schools/designee will provide written notice to parent(s)/guardian(s) that
4 attendance at school is required. Students shall be present at least fifty percent (50%) of the scheduled
5 school day in order to be counted present. Students may attend part-time days, alternating days, or for a
6 specific amount of time as indicated in their Individualized Education Plan (IEP) or 504 Plan and shall
7 be considered present for school attendance purposes.⁸ If a student is required to participate in a remedial
8 instruction program outside of the regular school day where there is no cost to the parent(s)/guardian(s)
9 and the school system provides transportation, unexcused absences from these programs shall be
10 reported in the same manner.⁷

11 Students who are absent five (5) days without adequate excuse shall be reported to the director of
12 schools/designee who will, in turn, provide written notice to the parent(s)/guardian(s) of the student's
13 absences. The director of schools/designee shall comply with state law regarding the reporting of truant
14 students to the proper authorities. The principal/designee shall initiate meaningful communications with
15 the student and parent(s)/guardian(s) in order to determine the underlying cause(s) for the unexcused
16 absences. The principal/designee shall then develop an attendance plan and coordinate additional
17 services designed to improve the student's attendance.¹³ If a parent does not provide documentation
18 within adequate time excusing those absences, or request an attendance hearing, then the director of
19 schools/designee shall implement the progressive truancy intervention plan described below prior to
20 referral to juvenile court.

21 *Progressive Truancy Intervention Plan*⁸

22 Prior to referral to juvenile court, the following progressive truancy intervention plan will be
23 implemented.

24 **Tier I**

25 Tier I of the progressive truancy intervention plan shall include the following:

- 26 1. A conference with the student and the student's parent(s)/guardian(s);
- 27 2. An attendance contract, based on the conference, signed by the student, the
28 parent(s)/guardian(s), and an attendance supervisor or designee. The contract shall include:
 - 29 a. A specific description of the school's attendance expectations for the student;
 - 30 b. The period for which the contract is effective; and
 - 31 c. Penalties for additional absences and alleged school offenses, including additional
32 disciplinary action and potential referral to juvenile court; and
- 33 3. Regularly scheduled follow-up meetings to discuss the student's progress.

34 **Tier II**

35 If a student accumulates additional unexcused absences in violation of the attendance contract in
36 Tier I, the student will be subject to Tier II.

37 Students who are absent eight (8) days without adequate excuse will be reported to the principal/
38 designee who will provide written notice to the parent(s)/guardian(s) of the student's absences.

1 Meaningful communication shall be initiated again with the student and parent(s)/guardian(s) to
2 attempt to determine the reason for continued absences. If deemed necessary, the need for
3 services will be assessed again and will be allocated if the services could potentially contribute
4 to improved attendance.

5 Under this tier, a school employee shall conduct an individualized assessment detailing the
6 reasons a student has been absent from school. The employee may refer the student to counseling,
7 community-based services, or other services to address the student's attendance problems.

8 **Tier III**

9 This tier shall be implemented if the truancy interventions under Tier II are unsuccessful.

10 Upon notification that a student has been absent ten (10) days without adequate excuse, the
11 principal/designee shall attempt to meet in person with the student and parent(s)/guardian(s)
12 and/or initiate meaningful communication to determine the appropriate services needed to
13 improve the student's attendance. The principal/attendance supervisor shall document all
14 communication attempts and refine the attendance plan as needed.¹³

15 These interventions shall be determined by the Attendance Supervisor in conjunction with the
16 appropriate school personnel. The interventions shall address student needs in an age-appropriate
17 manner. Finalized plans shall be approved by the director of schools/designee.

18 The board shall determine annually and include in the school calendar a plan for using three (3)
19 abbreviated school days and the procedures for making up missed instructional days. In addition, the
20 board shall determine annually whether to use flexible scheduling for kindergarten students.

21 **NON-SCHOOL SPONSORED EXTRACURRICULAR ACTIVITY⁹**

22 A principal/designee may excuse a student to participate in non-school sponsored extracurricular
23 activities. The principal shall document the approval in writing and shall excuse no more than ten (10)
24 absences each school year. No later than seven (7) business days prior to the student's absence, the
25 student shall provide documentation to the school as proof of the student's participation along with a
26 written request for the excused absence from the student's parent/guardian. The request shall include
27 the following:

- 28 1. Student's name and personal identification number;
- 29 2. Student's grade;
- 30 3. The dates of the student's absence;
- 31 4. The reason for the student's absence; and
- 32 5. The signatures of the student and parent/guardian.

33 **MAKE-UP WORK**

34 All missed class work or tests with the exception of End of Course (EOC) exams (whether from excused
35 or unexcused absence) may be made up provided the student makes the request immediately upon
36 returning to school and provided class time is not taken from other students.

37 **STATE-MANDATED ASSESSMENT**

1 Students who are absent the day of the scheduled EOC exams must present a signed doctor's excuse or
2 must have been given an excused release by the principal prior to testing to receive an excused absence.
3 Students who have excused absences will be allowed to take a make-up exam developed by the teacher
4 that will count as 15% of their grade [or] excused students will receive an incomplete in the course until
5 they have taken the EOC exam.

6 Students who have an unexcused absence shall receive a failing grade on the EOC exam which shall be
7 averaged into their final grade at 15%.

8 **CREDIT/PROMOTION DENIAL**

9 Credit/promotion denial determinations may include student attendance for those students with excessive
10 (more than 5) unexcused absences; however, student attendance may not be the sole criterion.¹¹
11 However, if attendance is a factor, prior to credit/promotion denial, the following shall occur:

- 12 1. The student and the parent(s)/guardian(s) shall be advised if the student is in danger of
13 credit/promotion denial due to excessive absenteeism; and
- 14 2. Procedures in due process are available to the student when credit or promotion is denied.

15 **ATTENDANCE HEARING¹²**

16 Students with excessive (more than 5) unexcused absences or those in danger of credit/promotion denial
17 shall have the opportunity to appeal to an attendance hearing committee appointed by the principal. If
18 the student chooses to appeal, the student or their parent(s)/guardian(s) shall be provided written or actual
19 notice of the appeal hearing and shall be given the opportunity to address the committee. The committee
20 will conduct a hearing to determine if any extenuating circumstances exist or to verify that the student
21 has met attendance requirements that will allow him/her to pass the course or be promoted.¹¹ Upon
22 notification of the attendance committee decision, the principal shall send written notification to the
23 director of schools/designee and the parent(s)/guardian(s) of the student of any action taken regarding
24 the excessive unexcused absences. The notification shall advise parents/guardian(s) of their right to
25 appeal such action within two (2) school days to the director of schools/designee.

26 The appeal shall be heard no later than ten (10) school days after the request for appeal is received.

27 Within five (5) school days of the director of schools/designee rendering a decision, the student's
28 parent(s)/guardian(s) may request a hearing by the board, and the board shall review the record.
29 Following the review, the board may affirm or overturn the decision of the director of schools/designee.
30 The action of the board shall be final.

31 The director of schools/designee shall ensure that this policy is posted in each school building and
32 disseminated to all students, parents, teachers, and administrative staff.

Legal References

1. TRR/MS 0520-01-03-.08(1)(a); TCA 49-6-3006
2. TCA 49-6-3017(c)
3. 20 USCA § 1232g
4. TRR/MS 0520-01-02-.17(1)(c)
5. TCA 49-6-2904(b)(5)
6. TCA 49-6-3007
7. TCA 49-6-3021
8. TCA 49-6-3007; TCA 49-6-3009
9. TCA 49-6-3022
10. TCA 49-2-130; Public Acts of 2019, Chapter No. 272
11. TCA 49-2-203(b)(7); TCA 49-6-3002(b)
12. TRR/MS 0520-01-02-.17

Cross References

School Calendar 1.800
Extracurricular Activities 4.300
Interscholastic Athletics 4.301
Field Trips/Excursions/Competitions 4.302
Reporting Student Progress 4.601
Promotion and Retention 4.603
Recognition of Religious Beliefs, Customs, & Holidays 4.803
Voluntary Pre-K Attendance 6.2011
Students in Foster Care 6.505
Students from Military Families 6.506
Student Records 6.600

Attendance Procedure All Schools 6.200.1
Every Minutes Counts 6.200.2
Principal Attendance Letter 6.200.3
Attendance Contract Meeting and Plan 6.200.4
Tier 2 Attendance Intervention 6.200.5
District Attendance Letter 6.200.6

	FES					JES					LES					MES					PGES			
	Female	Male	Teachers	Avg		Female	Male	Teachers	Avg		Female	Male	Teachers	Avg		Female	Male	Teachers	Avg		Female	Male	Teachers	Avg
Pre-Kindergarten (P3)	2	3	2	2.5		4	3	1	7.0		0	2	1	2.0		0	0	1	0.0		0	2	1	0
Pre-Kindergarten (P4)	12	9	1	21.0		8	3	1	11.0		3	2	1	5.0		9	6	1	15.0		1	2	1	3
Kindergarten	39	34	4	18.3		22	22	3	14.7		49	38	5	17.4		47	49	5	19.2		24	32	3	18.6666
Pre-First				0.0					0.0					0.0					0.0					0
Grade 1	26	41	3	22.3		28	26	3	18.0		43	47	5	18.0		40	51	5	18.2		27	32	4	14.75
Grade 2	29	25	4	13.5		22	32	3	18.0		60	49	5	21.8		47	47	5	18.8		30	31	5	12.2
Grade 3	41	31	4	18.0		20	22	3	14.0		38	44	4	20.5		41	55	5	19.2		20	35	3	18.3333
Grade 4	25	22	3	15.7		26	23	3	16.3		27	47	4	18.5		44	49	5	18.6		30	48	4	19.5
Total Students	174	165		339		130	131		261		220	229		449		228	257		485		132	182		314
American Indian	0		0%			0		0%			1		0%			0		0%			2		1%	
Asian	7		2%			27		11%			21		5%			41		9%			11		4%	
Black or African American	38		12%			67		28%			30		7%			52		11%			24		8%	
Hispanic or Latino	38		12%			66		27%			130		29%			75		16%			126		41%	
Native Hawaiian-Pacific Islander	2		1%			0		0%			3		1%			2		0%			0		0%	
White	228		73%			83		34%			257		58%			300		64%			146		47%	
TOTAL WITHOUT PRE-K	313					243					442					470					309			
	FIS					FMS					Grade					PGMS								
	Female	Male	Teachers	Avg		Female	Male	Teachers	Avg		Grade	Average Size		Female	Male	Teachers	Avg							
Grade 5	153	133	12	23.8							K-3	17.7		40	33	4	18.25							
Grade 6	121	151	12	22.7							4-6	19.2		37	40	4	19.25							
Grade 7						119	134	12	21.1		7-8	21.0		39	38	4	19.25							
Grade 8						125	132	12	21.4					34	55	4	22.25							
Total Students	274	284		558		244	266		510					150	166		316							
American Indian	5		1%			3		1%			FSSD Demographics - 08/03/2022				3		1%							
Asian	28		5%			26		5%		10						3%								
Black or African American	87		16%			84		16%		15						5%								
Hispanic or Latino	138		25%			126		25%		132						42%								
Native Hawaiian-Pacific Islander	2		0%			1		0%		1						0%								
White	298		53%			270		53%		155						49%								
TOTAL WITHOUT PRE-K	558					510				316														
TOTAL WITHOUT PRE-K	3161				TOTAL WITH PRE-K	3232			TOTAL PRE-K	71														

FRANKLIN SPECIAL SCHOOL DISTRICT
Investment Report
June 30, 2022

Local Government Investment Pool

Interest Rate for June .97%

General Investment Account

Beginning Balance	\$	16,116,432.21
Interest		10,767.07
Withdrawals		(4,948,000.00)
Deposits		
Total Invested	\$	11,179,199.28

Debt Service Investment Account

Beginning Balance	\$	1,203,389.26
Interest		959.42
Withdrawals		
Deposits		
Total Invested	\$	1,204,348.68

Capital Projects Investment Account

Beginning Balance	\$	2.69
Interest		-
Withdrawals		-
Deposits		-
Total Invested	\$	2.69

Construction Investment Account

Beginning Balance	\$	5,893,868.76
Interest		4,507.50
Withdrawals		(313,209.08)
Deposits		
Total Invested	\$	5,585,167.18

FRANKLIN SPECIAL SCHOOL DISTRICT
Investment Report
June 30, 2022

First Tennessee Bank

General Purpose Checking	
Beginning Balance	\$ 1,677,819.72
Receipts	2,362,470.60
Receipts - Loan from First Horizon (Tax Anticipation)	
Payment of Loan fr Debt Svc.	
Sale of Property	
Loan fr Capital	
Interest	2,456.08
Transfer from Investments	4,948,000.00
Transfer to Investments	
Pmt of Tax Anticipation Loan to First Horizon	
RePmt Loan to Debt Svc.	
RePmt of Loan to Capt Svc.	
Williamson Co Trustee's pmt.	(330,392.16)
Disbursements	<u>(5,203,087.42)</u>
Ending Balance	<u>\$ 3,457,266.82</u>

Debt Service Checking	
Beginning Balance	\$ 194,074.89
Receipts	42,616.72
Receipts - Loan Payment fr GP	
Loan fr GP	
Interest	194.08
Transfer from Investments	
Transfer to Investments	
Loan to GP	
Disbursements	<u>(1,100.00)</u>
Ending Balance	<u>\$ 235,785.69</u>

Capital Projects Checking	
Beginning Balance	\$ 513,890.47
Receipts	22,505.17
Interest	428.47
Payment fr GP of Loan	
Transfer to GP Loan	
Reimb fr GP-Exp	
Disbursements	<u>(117,378.87)</u>
Ending Balance	<u>\$ 419,445.24</u>

Construction Checking	
Beginning Balance	\$ 176,820.87
Receipts	
Interest	2.13
Transfer fr LGIP	313,209.08
Transfer to LGIP	
Transf fr GP Reimb Exp	
Disbursements	<u>(348,272.90)</u>
Ending Balance	<u>\$ 141,759.18</u>

Fnd T Acct	Obj	Pri	Loc	Prg	Acct	2022-23	2022-23	2022-23	July 2022-23	2022-23	Uncollected
						Original Budget	Budget Revisions	Revised Budget	Monthly Activity	FYTD Activity	Balance
141					General Purpose						
141 R	46981	---	---	---	Safe Schools	60,000.00	0.00	60,000.00	0.00	0.00	60,000.00
141 R	47143	---	---	---	Ed Of Handicap_IDEA	0.00	0.00	0.00	0.00	0.00	0.00
141 R	47145	---	---	---	IDEA Preschool	0.00	0.00	0.00	0.00	0.00	0.00
141 R	47304	---	---	---	Remote Technology Grant	0.00	0.00	0.00	0.00	0.00	0.00
141 R	47590	---	---	---	Other Federal Through State	0.00	0.00	0.00	0.00	0.00	0.00
141 R	48130	---	---	---	CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00
141 R	48990	---	---	---	Other-Citizens Group	10,000.00	0.00	10,000.00	0.00	0.00	10,000.00
141 R	49700	---	---	---	Insurance Recovery	0.00	0.00	0.00	0.00	0.00	0.00
141 R	49800	---	---	---	Transfers In	55,000.00	0.00	55,000.00	0.00	0.00	55,000.00
141 -	-----	---	---	---	General Purpose	55,820,782.00	0.00	55,820,782.00	10,245.16	10,245.16	55,810,536.84

Fnd T Acct	Obj Prj Loc	Prq Acct	2022-23	2022-23	July 2022-23	2022-23	Encumbered	Unencumbered
			Original Budget	Revised Budget	Monthly Activity	FYTD Activity	Amount	Balance
141	General Purpose							
141 E 11130	---	---	0.00	0.00	0.00	0.00	0.00	0.00
141 E 71100	---	---	27,574,075.00	27,574,075.00	354,773.50	354,773.50	460,268.19	26,759,033.31
141 E 71150	---	---	89,000.00	89,000.00	0.00	0.00	0.00	89,000.00
141 E 71200	---	---	6,099,860.00	6,099,860.00	61,901.59	61,901.59	20,298.13	6,017,660.28
141 E 72110	---	---	0.00	0.00	0.00	0.00	0.00	0.00
141 E 72120	---	---	813,647.00	813,647.00	8,205.14	8,205.14	0.00	805,441.86
141 E 72130	---	---	1,076,750.00	1,076,750.00	60,647.23	60,647.23	14,000.00	1,002,102.77
141 E 72210	---	---	3,002,681.00	3,002,681.00	145,730.94	145,730.94	17,913.88	2,839,036.18
141 E 72220	---	---	1,490,733.00	1,490,733.00	36,945.30	36,945.30	9,741.80	1,444,045.90
141 E 72250	---	---	1,344,683.00	1,344,683.00	181,104.02	181,104.02	78,206.54	1,085,372.44
141 E 72310	---	---	1,528,522.00	1,528,522.00	249,900.75	249,900.75	347,362.29	931,258.96
141 E 72320	---	---	514,230.00	514,230.00	21,699.39	21,699.39	17,780.96	474,749.65
141 E 72410	---	---	3,796,801.00	3,796,801.00	149,960.91	149,960.91	58,817.41	3,588,022.68
141 E 72510	---	---	770,909.00	770,909.00	33,561.25	33,561.25	1,709.26	735,638.49
141 E 72520	---	---	409,181.00	409,181.00	14,861.00	14,861.00	11,518.80	382,801.20
141 E 72610	---	---	3,693,431.00	3,693,431.00	316,676.64	316,676.64	200,250.87	3,176,503.49
141 E 72620	---	---	856,944.00	856,944.00	37,974.30	37,974.30	84,017.86	734,951.84
141 E 72710	---	---	2,294,126.00	2,294,126.00	91,349.15	91,349.15	164,812.04	2,037,964.81
141 E 72810	---	---	264,847.00	264,847.00	12,203.51	12,203.51	13,141.86	239,501.63
141 E 73100	---	---	0.00	0.00	0.00	0.00	0.00	0.00
141 E 73300	---	---	358,335.00	358,335.00	0.00	0.00	0.00	358,335.00
141 E 73400	---	---	576,185.00	576,185.00	4,268.86	4,268.86	0.00	571,916.14
141 E 81300	---	---	0.00	0.00	0.00	0.00	0.00	0.00
141 E 82130	---	---	221,105.00	221,105.00	0.00	0.00	221,105.00	0.00
141 E 82230	---	---	31,619.00	31,619.00	0.00	0.00	5,817.00	25,802.00
141 E 82330	---	---	0.00	0.00	0.00	0.00	0.00	0.00
141 -	---	---	56,807,664.00	56,807,664.00	1,781,763.48	1,781,763.48	1,726,761.89	53,299,138.63

Fnd T Acct	Obj	Prj	Loc	Prg	Acct	2022-23	2022-23	2022-23	July 2022-23	2022-23	Uncollected
						Original Budget	Budget Revisions	Revised Budget	Monthly Activity	FYTD Activity	Balance
142					Federal Programs						
142 R	47141	---	---	---	Title I Part A	435,175.00	0.00	435,175.00	0.00	0.00	435,175.00
142 R	47143	---	---	---	Ed Of Handicap_IDEA	848,169.00	0.00	848,169.00	0.00	0.00	848,169.00
142 R	47145	---	---	---	IDEA Preschool	24,655.00	0.00	24,655.00	0.00	0.00	24,655.00
142 R	47146	---	---	---	Title III Part A	39,424.00	0.00	39,424.00	0.00	0.00	39,424.00
142 R	47147	---	---	---	Title IV Safe & Drug-Free Scho	29,606.00	0.00	29,606.00	0.00	0.00	29,606.00
142 R	47149	---	---	---	Title X McKinney-Vento	0.00	0.00	0.00	0.00	0.00	0.00
142 R	47189	---	---	---	Title II Part A	96,742.00	0.00	96,742.00	0.00	0.00	96,742.00
142 R	47301	---	---	---	ESSER Grant	0.00	0.00	0.00	0.00	0.00	0.00
142 R	47303	---	---	---	LEA Reopening Grant	0.00	0.00	0.00	0.00	0.00	0.00
142 R	47306	---	---	---	Emergency Loss of Income Grant	0.00	0.00	0.00	0.00	0.00	0.00
142 R	47307	---	---	---	ESSER 2.0	0.00	0.00	0.00	0.00	0.00	0.00
142 R	47309	---	---	---	Literacy Training Teacher Stip	0.00	0.00	0.00	0.00	0.00	0.00
142 R	47311	---	---	---	First To The Top	0.00	0.00	0.00	0.00	0.00	0.00
142 R	47401	---	---	---	ESSER 3.0	0.00	0.00	0.00	0.00	0.00	0.00
142 R	47402	---	---	---	ARP IDEA Part B	0.00	0.00	0.00	0.00	0.00	0.00
142 R	47403	---	---	---	ARP IDEA Preschool	0.00	0.00	0.00	0.00	0.00	0.00
142 R	47404	---	---	---	ARP Homeless 2.0	0.00	0.00	0.00	0.00	0.00	0.00
142 R	47590	---	---	---	Other Federal Through State	0.00	0.00	0.00	0.00	0.00	0.00
142 R	47990	---	---	---	Other Direct Federal Revenue	0.00	0.00	0.00	0.00	0.00	0.00
142 R	49800	---	---	---	Transfers In	0.00	0.00	0.00	0.00	0.00	0.00
142 -	-----	---	---	---	Federal Programs	1,473,771.00	0.00	1,473,771.00	0.00	0.00	1,473,771.00

Fnd T	Acct	Obj	Prj	Loc	Prg	Acct	2022-23	2022-23	July 2022-23	2022-23	Encumbered	Unencumbered
							Original Budget	Revised Budget	Monthly Activity	FYTD Activity	Amount	Balance
142							Federal Programs					
142	E	71100	---	---	---	---	256,218.00	256,218.00	9,136.21	9,136.21	19,106.51	227,975.28
142	E	71200	---	---	---	---	810,055.00	810,055.00	14,819.38	14,819.38	687.50	794,548.12
142	E	72110	---	---	---	---	0.00	0.00	0.00	0.00	0.00	0.00
142	E	72120	---	---	---	---	20,000.00	20,000.00	1,587.93	1,587.93	0.00	18,412.07
142	E	72130	---	---	---	---	100,399.00	100,399.00	-9,822.01	-9,822.01	20,000.00	90,221.01
142	E	72210	---	---	---	---	200,629.00	200,629.00	22,393.82	22,393.82	55,315.75	122,919.43
142	E	72220	---	---	---	---	4,667.00	4,667.00	871.28	871.28	0.00	3,795.72
142	E	72250	---	---	---	---	0.00	0.00	0.00	0.00	150,869.05	-150,869.05
142	E	72320	---	---	---	---	0.00	0.00	0.00	0.00	0.00	0.00
142	E	72410	---	---	---	---	0.00	0.00	24,467.00	24,467.00	0.00	-24,467.00
142	E	72510	---	---	---	---	0.00	0.00	0.00	0.00	0.00	0.00
142	E	72520	---	---	---	---	0.00	0.00	0.00	0.00	0.00	0.00
142	E	72610	---	---	---	---	0.00	0.00	0.00	0.00	45,540.82	-45,540.82
142	E	72620	---	---	---	---	0.00	0.00	0.00	0.00	0.00	0.00
142	E	72710	---	---	---	---	17,077.00	17,077.00	0.00	0.00	0.00	17,077.00
142	E	73100	---	---	---	---	0.00	0.00	0.00	0.00	0.00	0.00
142	E	73300	---	---	---	---	0.00	0.00	0.00	0.00	0.00	0.00
142	E	73400	---	---	---	---	0.00	0.00	0.00	0.00	0.00	0.00
142	E	76100	---	---	---	---	0.00	0.00	0.00	0.00	0.00	0.00
142	E	99100	---	---	---	---	64,726.00	64,726.00	0.00	0.00	0.00	64,726.00
142	-	-----	---	---	---	---	1,473,771.00	1,473,771.00	63,453.61	63,453.61	291,519.63	1,118,797.76

Fnd T Acct	Obj	Prj	Loc	Prg	Acct	2022-23	2022-23	2022-23	July 2022-23	2022-23	Uncollected
						Original Budget	Budget Revisions	Revised Budget	Monthly Activity	FYTD Activity	Balance
143					Food Service						
143 R	43521	---	---	---	Lunch Payments-Children	330,000.00	0.00	330,000.00	0.00	0.00	330,000.00
143 R	43522	---	---	---	Lunch Payments-Adults	40,000.00	0.00	40,000.00	0.00	0.00	40,000.00
143 R	43523	---	---	---	Income From Breakfast	87,000.00	0.00	87,000.00	0.00	0.00	87,000.00
143 R	43525	---	---	---	Ala Carte Sales	115,000.00	0.00	115,000.00	0.00	0.00	115,000.00
143 R	43990	---	---	---	Other Charges For Services	135,000.00	0.00	135,000.00	2,113.75	2,113.75	132,886.25
143 R	44530	---	---	---	Sale of Equipment	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
143 R	44560	---	---	---	Damage Recovered from Individu	0.00	0.00	0.00	0.00	0.00	0.00
143 R	44570	---	---	---	Contributions & Gifts	0.00	0.00	0.00	0.00	0.00	0.00
143 R	44990	---	---	---	Other Local Revenue	35,000.00	0.00	35,000.00	0.00	0.00	35,000.00
143 R	46520	---	---	---	School Food Service	17,000.00	0.00	17,000.00	0.00	0.00	17,000.00
143 R	46980	---	---	---	Other State Grants	0.00	0.00	0.00	0.00	0.00	0.00
143 R	47111	---	---	---	USDA School Lunch Program	1,343,750.00	0.00	1,343,750.00	0.00	0.00	1,343,750.00
143 R	47112	---	---	---	USDA Commodities	157,760.00	0.00	157,760.00	0.00	0.00	157,760.00
143 R	47113	---	---	---	Breakfast	115,950.00	0.00	115,950.00	0.00	0.00	115,950.00
143 R	47114	---	---	---	USDA Other	16,000.00	0.00	16,000.00	21.25	21.25	15,978.75
143 R	47115	---	---	---	USDA Food Service Equipment Gr	0.00	0.00	0.00	0.00	0.00	0.00
143 R	47590	---	---	---	Other Federal Through State	140,000.00	0.00	140,000.00	0.00	0.00	140,000.00
143 -	-----	---	---	---	Food Service	2,533,460.00	0.00	2,533,460.00	2,135.00	2,135.00	2,531,325.00

Fnd T Acct	Obj	Prj	Loc	Prg	Acct	2022-23	2022-23	July 2022-23	2022-23	Encumbered	Unencumbered
						Original Budget	Revised Budget	Monthly Activity	FYTD Activity	Amount	Balance
143					Food Service						
143 E	73100	---	---	---	Food Supplies	2,539,784.00	2,539,784.00	48,662.43	48,662.43	1,097,365.41	1,393,756.16
143 E	73300	---	---	---	Community Service	0.00	0.00	0.00	0.00	0.00	0.00
143 -	-----	---	---	---	Food Service	2,539,784.00	2,539,784.00	48,662.43	48,662.43	1,097,365.41	1,393,756.16

Fnd T Acct	Obj	Pri	Loc	Prg	Acct	2022-23	2022-23	2022-23	July 2022-23	2022-23	Uncollected
						Original Budget	Budget Revisions	Revised Budget	Monthly Activity	FYTD Activity	Balance
146					Community Service (MAC)						
146 R 43581	---	---	---	---	Community Services Fees	1,497,358.00	0.00	1,497,358.00	45,607.44	45,607.44	1,451,750.56
146 R 43584	---	---	---	---	Registration Fees-School Year	25,550.00	0.00	25,550.00	0.00	0.00	25,550.00
146 R 43585	---	---	---	---	Registration Fees-Summer	7,500.00	0.00	7,500.00	0.00	0.00	7,500.00
146 R 43990	---	---	---	---	Other Charges For Services	0.00	0.00	0.00	0.00	0.00	0.00
146 R 44120	---	---	---	---	Lease/Rentals	0.00	0.00	0.00	0.00	0.00	0.00
146 R 44170	---	---	---	---	Miscellaneous Refunds	36,000.00	0.00	36,000.00	0.00	0.00	36,000.00
146 R 44570	---	---	---	---	Contributions & Gifts	4,500.00	0.00	4,500.00	0.00	0.00	4,500.00
146 R 44990	---	---	---	---	Other Local Revenue	0.00	0.00	0.00	0.00	0.00	0.00
146 R 46590	---	---	---	---	Other State Education Funds	80,231.00	0.00	80,231.00	0.00	0.00	80,231.00
146 R 47590	---	---	---	---	Other Federal Through State	0.00	0.00	0.00	0.00	0.00	0.00
146 -	---	---	---	---	Community Service (MAC)	1,651,139.00	0.00	1,651,139.00	45,607.44	45,607.44	1,605,531.56

Fnd	T	Acct	Obj	Prj	Loc	Prg	Acct	2022-23	2022-23	July 2022-23	2022-23	Encumbered	Unencumbered
								Original Budget	Revised Budget	Monthly Activity	FYTD Activity	Amount	Balance
146							Community Service (MAC)						
146	E	73300	---	---	---	---	Community Service	1,647,595.00	1,647,595.00	106,954.09	106,954.09	30,991.99	1,509,648.92
146	E	99100	---	---	---	---	Operating Transfer	0.00	0.00	0.00	0.00	0.00	0.00
146	-	-----	---	---	---	---	Community Service (MAC)	1,647,595.00	1,647,595.00	106,954.09	106,954.09	30,991.99	1,509,648.92

Fnd T Acct	Obj	Pri	Loc	Prq	Acct	2022-23	2022-23	2022-23	July 2022-23	2022-23	Uncollected
						Original Budget	Budget Revisions	Revised Budget	Monthly Activity	FYTD Activity	Balance
156					Debt Service						
156 R 40610	---	---	-----	---	Current Year Property Tax	6,369,823.00	0.00	6,369,823.00	0.00	0.00	6,369,823.00
156 R 40620	---	---	-----	---	Prior Year Property Tax	50,000.00	0.00	50,000.00	0.00	0.00	50,000.00
156 R 40630	---	---	-----	---	Interest & Penalty	10,500.00	0.00	10,500.00	0.00	0.00	10,500.00
156 R 40640	---	---	-----	---	Pick-Up Taxes	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00
156 R 44110	---	---	-----	---	Interest Earned	2,000.00	0.00	2,000.00	401.67	401.67	1,598.33
156 R 44990	---	---	-----	---	Other Local Revenue	0.00	0.00	0.00	0.00	0.00	0.00
156 R 49800	---	---	-----	---	Transfers In	0.00	0.00	0.00	0.00	0.00	0.00
156 -	-----	---	-----	---	Debt Service	6,452,323.00	0.00	6,452,323.00	401.67	401.67	6,451,921.33

Fnd T Acct	Obj	Prj	Loc	Prg	Acct	2022-23	2022-23	July 2022-23	2022-23	Encumbered	Unencumbered
						Original Budget	Revised Budget	Monthly Activity	FYTD Activity	Amount	Balance
156					Debt Service						
156 E	72310	---	---	---	Board Of Education Services	128,701.00	128,701.00	0.00	0.00	0.00	128,701.00
156 E	82130	---	---	---	Principal	3,140,000.00	3,140,000.00	0.00	0.00	0.00	3,140,000.00
156 E	82230	---	---	---	Interest	3,141,567.00	3,141,567.00	0.00	0.00	0.00	3,141,567.00
156 E	82330	---	---	---	Other Debt Service	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00
156 -	-----	---	---	---	Debt Service	6,411,768.00	6,411,768.00	0.00	0.00	0.00	6,411,768.00

Fnd T Acct	Obj	Prj	Loc	Prg	Acct	2022-23	2022-23	2022-23	July 2022-23	2022-23	Uncollected
						Original Budget	Budget Revisions	Revised Budget	Monthly Activity	FYTD Activity	Balance
177					Capital Projects						
177 R 40210	---	---	-----	---	Local Option Sales Tax	0.00	0.00	0.00	0.00	0.00	0.00
177 R 40390	---	---	-----	---	Other Statutory Local Tax	825,000.00	0.00	825,000.00	0.00	0.00	825,000.00
177 R 44110	---	---	-----	---	Interest Earned	10,400.00	0.00	10,400.00	689.05	689.05	9,710.95
177 R 44530	---	---	-----	---	Sale of Equipment	0.00	0.00	0.00	0.00	0.00	0.00
177 R 44570	---	---	-----	---	Contributions & Gifts	0.00	0.00	0.00	0.00	0.00	0.00
177 R 44990	---	---	-----	---	Other Local Revenue	0.00	0.00	0.00	0.00	0.00	0.00
177 R 46530	---	---	-----	---	Energy Efficient Schools Grant	0.00	0.00	0.00	0.00	0.00	0.00
177 R 48130	---	---	-----	---	CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00
177 R 49100	---	---	-----	---	Bonds Issued	26,494,987.00	0.00	26,494,987.00	0.00	0.00	26,494,987.00
177 -	-----	---	-----	---	Capital Projects	27,330,387.00	0.00	27,330,387.00	689.05	689.05	27,329,697.95

Fnd T Acct	Obj	Prj	Loc	Prg	Acct	2022-23	2022-23	July 2022-23	2022-23	Encumbered	Unencumbered
						Original Budget	Revised Budget	Monthly Activity	FYTD Activity	Amount	Balance
177					Capital Projects						
177 E 81300	---	---	-----	---	Education Debt Service	0.00	0.00	0.00	0.00	0.00	0.00
177 E 82130	---	---	-----	---	Principal	0.00	0.00	0.00	0.00	0.00	0.00
177 E 82230	---	---	-----	---	Interest	0.00	0.00	0.00	0.00	0.00	0.00
177 E 82330	---	---	-----	---	Other Debt Service	220,890.00	220,890.00	0.00	0.00	0.00	220,890.00
177 E 91300	---	---	-----	---	Education Capital Projects	20,732,963.00	20,732,963.00	454,858.32	454,858.32	5,545,673.26	14,732,431.42
177 E 99100	---	---	-----	---	Operating Transfer	0.00	0.00	0.00	0.00	0.00	0.00
177 -	-----	---	-----	---	Capital Projects	20,953,853.00	20,953,853.00	454,858.32	454,858.32	5,545,673.26	14,953,321.42

Fnd T Acct	Obj	Pri	Loc	Prq	Acct	2022-23	2022-23	2022-23	July 2022-23	2022-23	Uncollected
						Original Budget	Budget Revisions	Revised Budget	Monthly Activity	FYTD Activity	Balance
Grand Revenue Totals						95,261,862.00	0.00	95,261,862.00	59,078.32	59,078.32	95,202,783.68

Number of Accounts: 338

***** End of report *****

<u>Fnd T Acct</u>	<u>Obj</u>	<u>Prj</u>	<u>Loc</u>	<u>Prg</u>	<u>Acct</u>	<u>2022-23</u> <u>Original Budget</u>	<u>2022-23</u> <u>Revised Budget</u>	<u>July 2022-23</u> <u>Monthly Activity</u>	<u>2022-23</u> <u>FYTD Activity</u>	<u>Encumbered</u> <u>Amount</u>	<u>Unencumbered</u> <u>Balance</u>
Grand Expense Totals						89,834,435.00	89,834,435.00	2,455,691.93	2,455,691.93	8,692,312.18	78,686,430.89

Number of Accounts: 4729

***** End of report *****

FRANKLIN SPECIAL SCHOOL DISTRICT
Comparison of Sales Tax Revenue
FY 2021-2022 to FY 2022-2023

Received	For the	Actual Sales Tax Revenue				Increase (Decrease) FY22-23 from FY21-22		% Chg FY20-21 compared to FY19-20	% Chg FY21-22 compared to FY20-21	% Chg FY22-23 compared to FY21-22	% Chg FY22-23 compared to FY21-22
		Month of	FY19-20	FY20-21	FY21-22	FY22-23	Month-to- Month	Year-to- Date	Month-to- Month	Month-to- Month	Month-to- Month
Aug	May	\$ 493,498	\$ 486,669	\$ 596,966	\$ 630,152	\$ 33,186	\$ 33,186	-1.4%	22.7%	5.6%	5.6%
Sep	June	507,478	533,432	620,365							
Oct	July	493,500	523,021	619,147							
Nov	Aug	505,911	532,701	606,729							
Dec	Sept	492,597	544,613	637,185							
Jan	Oct	514,543	555,813	634,248							
Feb	Nov	542,968	562,186	674,124							
Mar	Dec	744,403	816,850	829,679							
Apr	Jan	479,353	555,149	581,999							
ADA Adjustment		(67,495)	(306,074)	(763,167)							
May	Feb	439,802	462,905	580,125							
June	March	479,700	561,919	598,238							
July	April	426,422	593,537	603,419							
Total YTD		\$ 6,052,681	\$ 6,422,720	\$ 6,819,057	\$ 630,152	\$ 33,186					
FY 2022-2023 Budgeted Total					\$ 7,100,000						
Actual Over (Under) Budget					\$ (6,469,848)						
% of Budget Received YTD					8.9%						
ADA Adjustment (Sales Tax)											
19-20	-67,495										
20-21	-306,074										
21-22	-763,167										