

# CHEATHAM COUNTY BOARD OF EDUCATION BOARD MEETING AGENDA

## Cheatham County Board of Education

May 2, 2024

Place: Educational Annex/Board Room

Time: 6:00 PM

1. Call to Order
2. Moment of Silence
3. Pledge of Allegiance
4. Roll Call
5. Approval of Agenda
6. Presentations, Awards Recognitions

### **Jobs for America's Graduates (JAG)**

Cheatham County Central High School, 2024 Outstanding Chapter  
CCCHS student Gavin Bender, second place in financial literacy competition at the JAG Conference

### **Health Occupations Students of America (HOSA)**

Cheatham County Central High School student Analee Lewis, first place in Home Health Aid, advanced to the international competition  
Cheatham County Central High School student Amelia Waldron, Barbara James Service Award winner

### **Future Farmers of America (FFA)**

Cheatham County Central High School, Superior Chapter, Gold PLOW Award, 10% Increase in Membership Award

### **Candy Turner - 50 years!!!**

### **Employees of the Month**

#### **ACESA**

Lakin Jackson, Office Assistant

#### **ECES**

Rachel Moon, Teacher

#### **KSES**

Candy Turner, Teacher

#### **PEFAMS**

Emily Travis, Teacher

#### **PVES**

Lydia Postlewait, Guidance Counselor

#### **WCES**

Rhonda Baker, Teacher

#### **CMS**

Miraya McLaughlin, Teacher

#### **HMS**

Priscilla Schussler, Front Desk Secretary

**SMS**

Sherry Bagwell, Teacher

**CCCHS**

Vicki Presson, Bookkeeper

**HHS**

Terri Fisher, Guidance Secretary

**SHS**

Sherrie Redfield, Special Ed Teacher

**RA**

Tanya Tyler, Front Desk "Specialist"

**Daycare**

Regina Hollingsworth, ACES Daycare

**Nutrition**

Deanna Heine, WCES Nutrition

**Transportation**

Marcus Woolcott, Mechanic

**Central Office**

Pam Day, Nutrition Bookkeeper

7. Public Forum
8. School Improvement Plan (SIP) Goal Update  
Jason Pierschbacher, PVES
9. Executive Committee
10. Five Year Plan  
Tim Adkins/Claudette Fizer
11. Elected Officials - Opportunity for Elected Officials to Address Board
12. Consent Agenda
  - A. Minutes: 4/11/2024
  - B. Disposal of surplus equipment/materials
    1. RA Principal Bringard requests disposal the following broken/unusable items: one teacher desk, two broken rolling chairs, and a broken student desk.
    2. KSES Principal Bledsoe requests the disposal of the following broken/unusable items: 6 old, broken teacher's desks, 4 chairs with rips, 35 broken student desks, 24 broken student desks, 5 broken trapezoid desks.
    3. SHS Principal Wenning requests the following broken/unusable items: 50 reference books, Ellison Die-Cut machine, 3 office chairs, 12 folding chairs, a wooden bookcase topper, 4 cassette players, xerox toner cartridges, a picnic table, a refrigerator, and 13 art tables.
13. Budget and Finance
  - A. Summary
  - B. Quarterly Report
  - C. Adult Lunch Price Increase from \$4.00 to \$4.75
  - D. Budget 143 - Food Services

- E. Budget 146 - Extended School
- F. Budget 177 - Capital Projects
- G. Budget 141 - General Fund
- 14. Old Business
  - A. Revision of Policy 5.403 Drug and Alcohol Testing for Employees - second reading
  - B. Revision of Policy 1.900 Charter School Authorizing Principles - second reading
  - C. Revision of Policy 1.901 Charter School Applications - second reading
  - D. Revision of Policy 1.902 Charter School Agreements - second reading
  - E. Revision of Policy 1.903 Charter School Oversight - second reading
  - F. Revision of Policy 1.904 Charter School Intervention - second reading
  - G. Revision of Policy 1.905 Charter School Renewal - second reading
  - H. Revision of Policy 1.906 Charter School Revocation - second reading
- 15. New Business
- 16. Brief comments from Board Members
- 17. Announcements
- 18. Adjourn

INFORMATION:

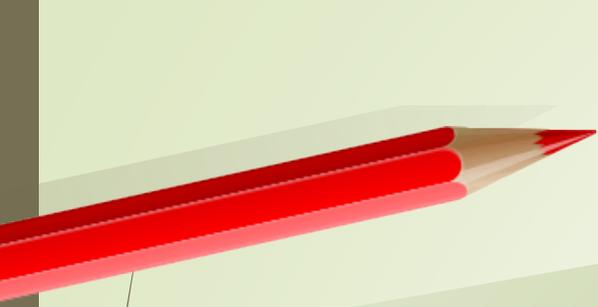
- 1. Personnel Changes:
  - A. Retirements approved
  - B. Administrative Positions approved
  - C. Resignations approved
    - Brandi Moran, PVES Faculty 5/24/2024
    - Jennifer Judkins, KSES SPED Assistant 5/23/2024
    - Tammy Stewart, PES Faculty 4/11/2024
    - Leora Coleman, SMS Faculty 4/18/2024
    - Stacie Boden, ACESA Faculty 5/24/2024
    - Natalie Bass, HMS Assistant 5/24/2024
  - D. Transfers approved
    - Linda Owen from CMS Principal to ACESA Principal replacing Dr. Melinda Broyles 7/1/2024
    - Ashley Aaron from WCES Teacher to District EL Teacher replacing LeNaye Pearson 7/1/2024
    - Lori Johnson from HMS 6th Grade ELA to HMS Life Skills Assistant replacing Natalie Bass 8/1/2024

- Lathan Turner from HMS 7th Grade Science to HMS 5th Grade Science/Math replacing Amanda Howell 8/1/2024
- Michael Wallace from HMS PE to HMS 7th Grade Science replacing Lathan Turner 8/1/2024
- Lauren Lloyd from HMS 7th Grade ELA to HMS 6th Grade ELA replacing Lori Johnson 8/1/2024
- Mary Melton from HMS 8th Grade Math/SS to HMS 7th Grade ELA replacing Lauren Lloyd 8/1/2024
- Emily Adair from RA General Assistant to PVES SPED Assistant replacing Ashley Toombs 4/16/2024
- Amy Ritchie from ACESA CDC Assistant to ACESA Inclusive PK Assistant new position 8/1/2024
- Jennifer Napier from CMS Assistant to ACESA CDC Assistant replacing Phillip Pate 8/1/2024
- Rachel Stuart from CCCHS Math Teacher to CCCHS Academic Specialist replacing Ryan Phillip 8/1/2024
- Melissa Jones from ECES 4th Grade Teacher to ECES RTI/Focus Teacher replacing Misty Stehle 8/1/2024
- Misty Stehle from ECES RTI/Focus Teacher to ECES SPED Teacher new position 8/1/2024
- Jessica Winberly from CMS Teacher to CCCHS ELA Teacher replacing Mary Kate Brewer 8/1/2024
- Ryan Phillip from CCCHS Academic Specialist to BOE Secondary Academic Coordinator replacing Kristen Dennison 7/1/2024

E. Elections/Placements approved

- Rebecca Jackman, SHS Librarian replacing self (half-time) 8/1/2024
- Diana Wunderlich, Transportation/Bus Driver replacing Linette Cabrera 4/15/2024
- Frank Trunko, Transportation/Mechanic replacing Shane Brewer 4/15/2024
- Anne-Marie Diaz, RA Assistant replacing Emily Adair 4/16/2024
- Mary Kathleen Head, SMS Teacher replacing Sherry Bagwell 8/1/2024
- Savanna Turley, SHS Teacher replacing Daniel Waltman 8/1/2024
- Amy Couture, SHS Teacher replacing Joe Crossan 8/1/2024
- Samantha Lyons, ACESA SPED Assistant replacing self (interim to full) 8/1/2024
- Lakin Jackson, ACESA General Assistant replacing self (interim to full) 8/1/2024
- Ariel DeZellem, ACESA SPED Teacher replacing self (interim to full) 8/1/2024
- Tracy Pierce, SHS Librarian replacing Rebecca Jackman (half time) 8/1/2024

- James Malvin Allgood, Transportation/Bus Drive replacing Dave Parks 4/16/2024
- Rodney Burford, ACESA Teacher replacing self (interim) 8/1/2024
- Allison Mueller, HMS Gate Keeper 4/23/2024
- Lori Johnson, HMS Gate Keeper 4/23/2024
- Brittney Burgess, HMs Gate Keeper 4/23/2024
- Aimee White, HMS Gate Keeper 4/23/2024
- Lindsey Greece, HMS Gate Keeper 4/23/2024
- Barbara Warren-Bobo, HMS Gate Keeper 4/23/2024
- Karen Albritton, HMS Gate Keeper 4/23/2024
- Chris Vaughn, Middle School Band Director 4/29/2024
- Preston Carter, CMS 5th Grade SPED replacing self (interim) 8/1/2024
- Imani Sewell, ACESA Teacher replacing Lanita McClain 8/1/2024
- Camryn Larsen, SMS Teacher replacing Kyle Quillen 8/1/2024
- Keaton Adams, ACESA Teacher replacing Ayla Dejong 8/1/2024
- Georgia Craig, PVES Assistant replacing Kristen Drake 5/1/2024
- Christopher Fox, SHS Teacher replacing Wyatt Page 8/1/2024
- Emily Looney, County Wide COTA, new position 8/1/2024
- Aiden Williams, HHS Assistant Boys Basketball 5/1/2024
- Imani Sewell, HMS Assistant Cheer Coach 5/1/2024

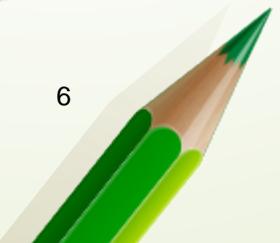


# Employee of the Month

#levelup

Cheatham County  
School District

2023-2024 School Year



# Ashland City

Lakin Jackson welcomes everyone to our office with a friendly smile. Not only has she learned her new position this year, but she has also taken care of our students when our nurse was on leave and even covered attendance and registration while that position was vacant. She is a go-getter that is eager to learn.



# East Cheatham

Rachel Moon is only in her second year and has truly blossomed as an educator! She always has a warm smile, along with a gentle and calm demeanor that constantly embraces and empowers her students.



# Kingston Springs

Candy Turner has been at KSES for 50 years. We are filled with deep admiration and gratitude for your unwavering dedication to education and the countless lives you have touched throughout your remarkable career.



# Pegram

Emily Travis has a contagious energy and love for making learning fun. She brings a spark to the classroom every day. Whether it's dressing up for themed days, organizing exciting activities, or simply spreading cheer with her infectious positivity, Ms. Travis makes a difference in her students' lives.



# Pleasant View

Lydia Postlewait has made a large impact at our school. She makes time to meet and talk about issues in our students' lives. She is a caring and amazing person.



# West Cheatham

Rhonda Baker has been an assistant at the school for over 30 years, first serving in the Title I program and then in the Special Education department. This year she took on the role of SPED Resource teacher – a long-term sub - and has done an outstanding job!



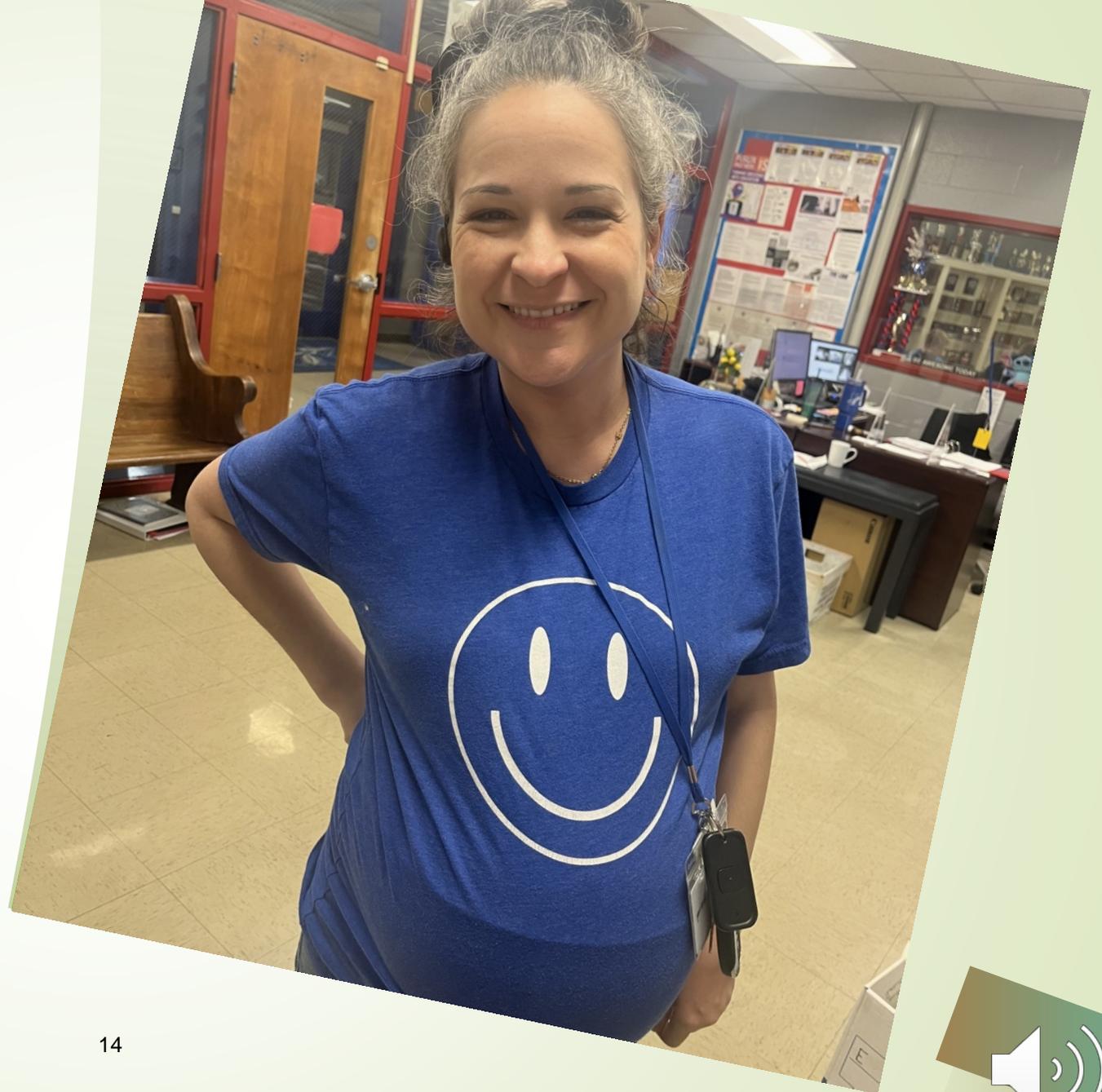
# Cheatham Middle

Miraya McLaughlin is a phenomenal 6th grade ELA teacher. She comes to many after school events to support her students and builds great relationships with her students. She is reliable and even has perfect attendance for this school year.



# Harpeth Middle

Priscilla Schussler is our super front desk secretary! She is kind, calm, collected, and helps us keep everyone safe and organized! She always has a smile on her face and is full of positivity!



# Sycamore Middle

Sherry Bagwell has been a part of the Knight family for most of her teaching career. She has consistently helped her students grow in their knowledge and understanding of mathematics. Her dedication to providing rich learning experiences is to be recognized and applauded.



# Cheatham High

Vicki Presson has been a dedicated and valuable member of the CCCHS family for a long time. She always pitches in to do whatever is needed and to make our school a wonderful place to be. Without her, our school would not function as well as it should.



# Harpeth High

Terri Fisher is always willing to help, very dependable, and so easy-going! In her time at HHS, she has worked with numerous students and staff in our counseling office while also filling in for teachers and in the office as needed.



# Sycamore High

Sherrie Redfield has maintained testing our 41 inclusion students bi-weekly all year long. She is invaluable! Ms. Sherrie has connected with so many of students, becoming their school mom, and holding them accountable to getting their work completed.



# Riverside Academy

Tanya Tyler joined our team a few months ago and jumped right in and has made herself an integral part of Riverside Academy. She is calm, patient and so great with our students, parents, and staff. Her smile and positive attitude make everyone's day better!



# Daycare

Regina Hollingsworth loves our daycare children, and she is happy coming in to see them every day. Not only is she fantastic with kids, she also truly cares for and loves the ladies she works with. She is always willing to help out when needed.



# Nutrition

Deanna Heine has done an excellent job at West Cheatham Elementary School over the last few months. Despite being short-staffed and often left with only two or three employees, Deanna has not complained and has continued to efficiently manage all her office work while ensuring that the children are well fed.



# Transportation

Marcus Woolcott has been the department's shop foreman and also drives routes for the department when we are short drivers. Marcus has been traveling "across the river" to drive a route for several months.



# Central Office

Pam Day has faithfully served the Cheatham County School District for 26 years. She has worn many hats over the years, including working as a school bookkeeper, bus driver and a Central Office administrative assistant. For the past four years, she has served as the School Nutrition bookkeeper. We can always count on her to get the job done promptly and accurately. We extend our heartfelt gratitude and appreciation to Pam and wish her the best on her upcoming retirement.





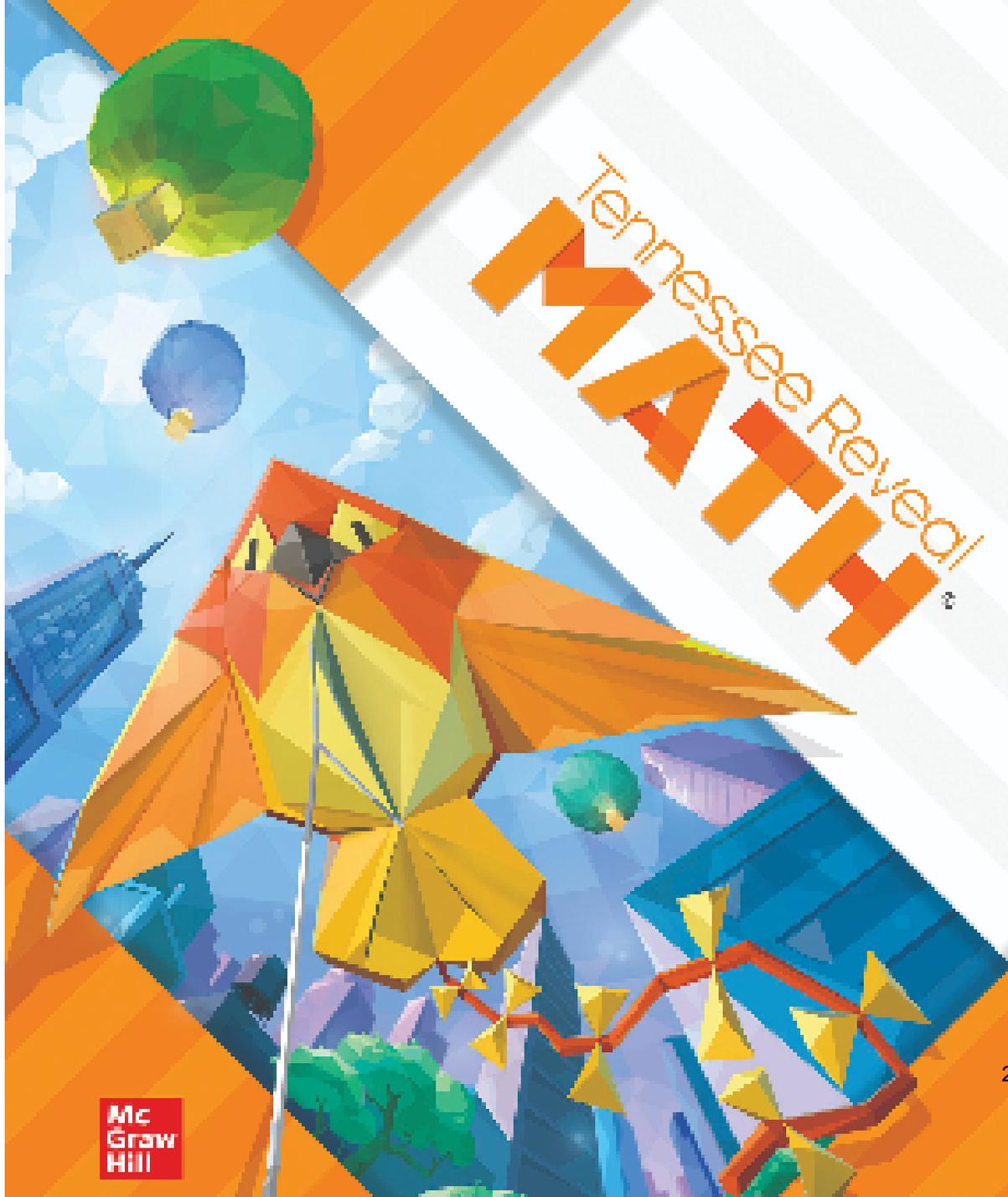
# Welcome to PVES

Principal Jason  
Pierschbacher



# Academic Excellence

Continue to provide access to high-quality instructional materials in math and ELA through 2027



# Reveal Math



# Number routine

## **Mystery Number**

Use the clues to find the mystery number.

1. It is a 2-digit number.
2. It is an even number.
3. It has a 5 in it.
4. It is a product of 6 and another number.

**Answer:** The mystery number is 54.



## Be Curious

How are they the same?  
How are they different?



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Math is... Mindset

What helps you stay focused?

# Notice and Wonder

# Learning Targets

- I can describe and classify polygons.
- I can explain how to classify polygons.



## CHOOSE YOUR OPTION

### Activity-Based Exploration

Students explore similarities and differences among shapes to identify and classify polygons.

**Materials:** *Polygons* Teaching Resource

**Directions:** Provide pairs with *Polygons* Teaching Resource and have them cut out the cards. Read the Pose the Problem aloud with students. Discuss the term *attributes* and how it relates to shapes. Ask students to explore various ways to sort the shapes.

- What attributes do some shapes have in common?
- How did you choose to group your shapes?

Have pairs share and explain how they sorted the shapes. Discuss how they might sort the shapes into two groups. Guide students to form a group of shapes that are 2-dimensional, closed shapes with straight sides that do not cross. Explain that these shapes are *polygons*. Have students explain why some of the other shapes are not polygons. Instruct students to think about ways they could sort the polygon group further. Allow students time to sort and investigate.

#### **ETP** Support Productive Struggle

- What attributes can you use to determine subgroups within the polygon group?

### Guided Exploration

Students examine a group of shapes to learn what classifies a shape as a polygon. Students identify the number of sides and angles of a polygon to further classify as a triangle, quadrilateral, pentagon, hexagon, or octagon.

#### **ETP** Facilitate Meaningful Discourse

- **Think About It:** What do you notice about the shapes grouped as polygons?
- **Think About It:** How are the shapes grouped as “Not Polygons” different from the shapes grouped as “Polygons”?
- What are some attributes you can use to classify different types of polygons?
- How can you describe what an angle is in your own words?

#### **Math is...** Structure

- Why is categorizing and naming shapes important?

Students consider the importance of precise mathematical language.

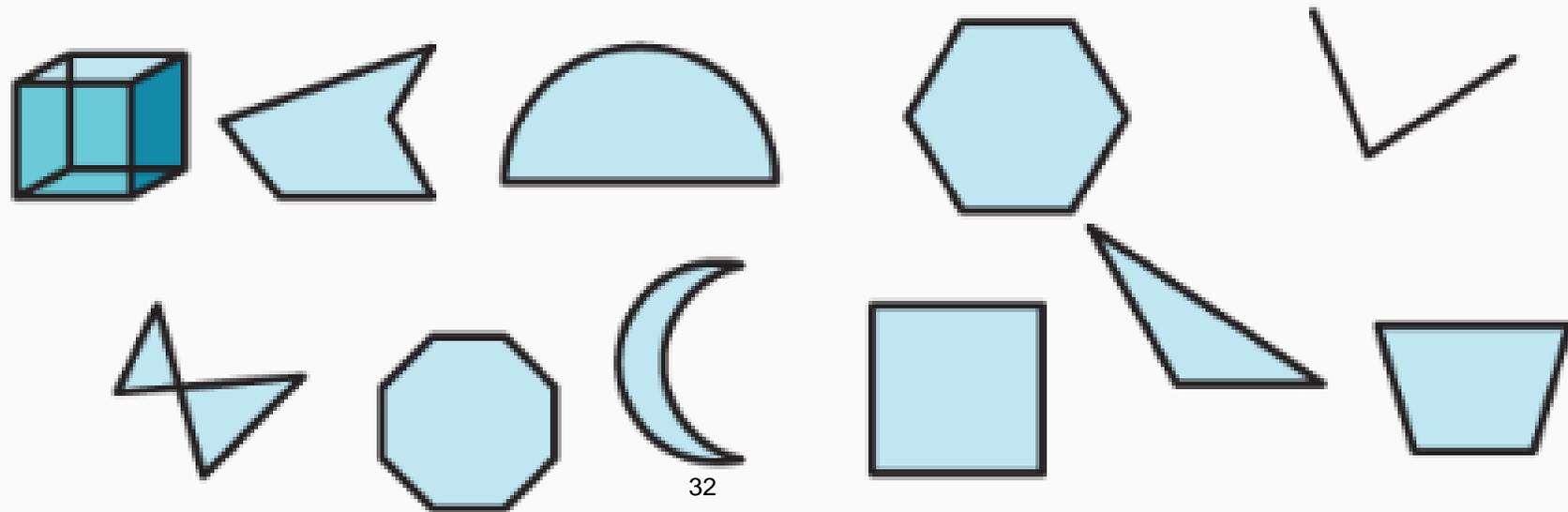
 Provide students with a small number of pattern blocks. Students can work with a partner to categorize the different polygons.

Challenge students to combine the pattern blocks to create new polygons that can be classified. Ask:

# 1. Pose the Problem

Sasha is sorting shapes.

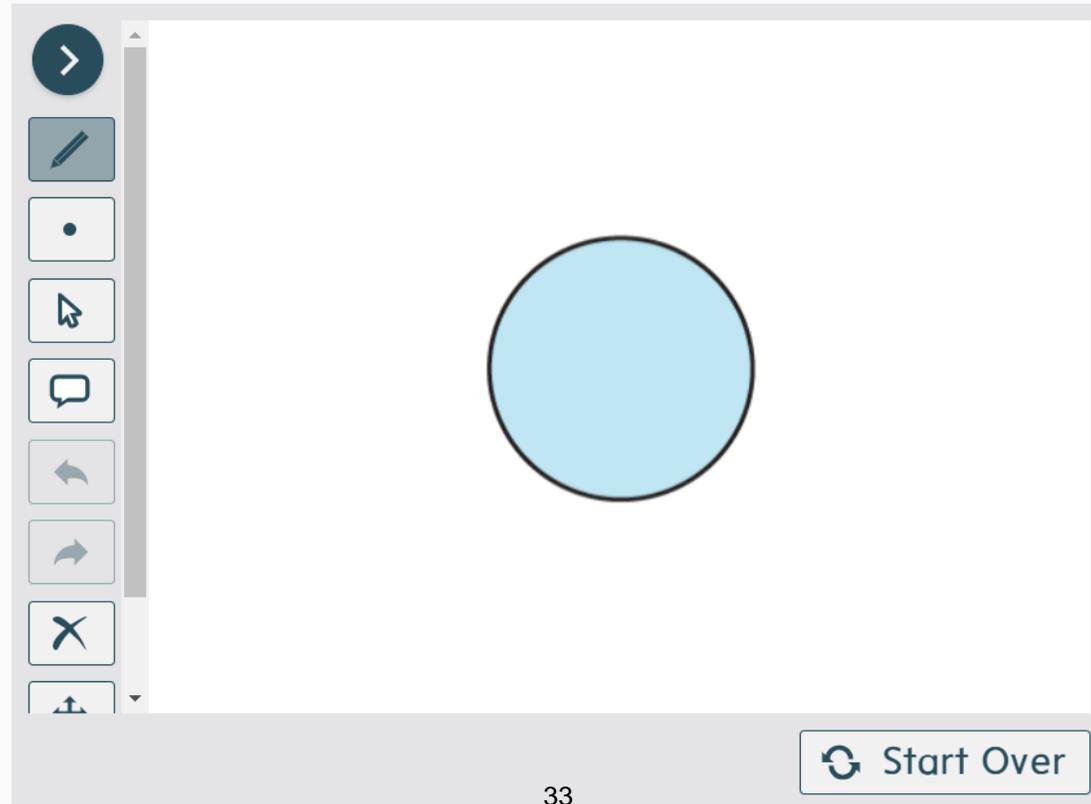
How can she group them based on their attributes?



## **Work Together**

Show your answer.

Is this shape a polygon? How do you know?



The workspace contains a light blue circle with a black outline. To the left of the workspace is a vertical toolbar with the following icons from top to bottom: a right-pointing arrow, a pencil, a dot, a cursor, a speech bubble, a left-pointing arrow, a right-pointing arrow, a close (X) icon, and a refresh icon. At the bottom right of the workspace is a button with a refresh icon and the text "Start Over".

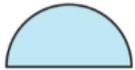
# Practice and Reflect

## On My Own



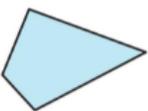
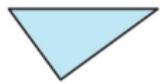
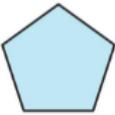
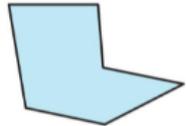
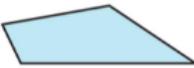
Name \_\_\_\_\_

Is the shape a polygon? If not, explain why.

1.  2.  3. 

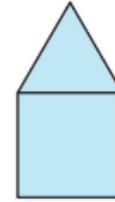
How can you name the polygon?

Write *triangle*, *quadrilateral*, *pentagon*, *hexagon*, or *octagon*.

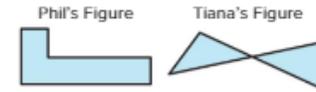
4.  5.  6.   
7.  8.  9. 

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10. Penny put a square pattern block and a triangle pattern block together as shown. What polygon did she create? Explain how you know.



11. **Error Analysis** Phil and Tiana both said they drew polygons. Do you agree? Explain why.



12. **Extend Your Thinking** Are all quadrilaterals polygons? Are all polygons quadrilaterals? Explain.

## Reflect

How can you describe and classify polygons?

**Math is... Mindset**

What helped you stay focused today?

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Assessment

Exit Ticket

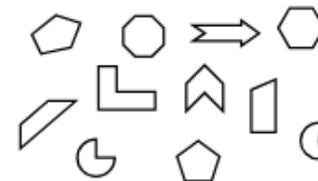
Lesson 13-1

**Exit Ticket**

Name \_\_\_\_\_

1. Use these shapes.

Which statements are true about the shapes?  
Choose all that apply.



- A. There are 2 octagons.
- B. There are 2 pentagons.
- C. There are 3 hexagons.
- D. Three are not polygons.

2. What is the name of each shape?

A.  octagon

B.  hexagon

C.  quadrilateral

D.  pentagon

**Reflect On Your Learning**



I'm confused.

I'm still learning.

I understand.

I can teach someone else.

## R Reinforce Understanding

SMALL GROUP

### Draw a Picture

Work with students in groups. Draw a figure on the board. Have students write the name of the figure secretly on their papers, and include whether the figure is a polygon, including the name of the polygon. Students reveal their answers and discuss. If students have difficulty naming a figure, ask them to describe what they know and think about what other figures with that characteristic are called.

## B Build Proficiency

WORKSTATIONS

### Practice It! Game Station

**Quadrilateral Sort** Students practice sorting different types of quadrilaterals.



### Own It! Digital Station

**Build Fluency Games**  
Assign the digital game to develop fluency with comparing fractions.



## E Extend Thinking

WORKSTATIONS

### Use It! Application Station

**Picture This!** Students create a picture by not lifting their pencil once they have started drawing, and then describe how they did it.



## Take Another Look Lessons

Assign the interactive lessons to reinforce targeted skills.

- Identify and Name Quadrilaterals
- Identify Pentagons and Hexagons
- Identify Shapes Based on Sides & Angles



GO ONLINE

## Interactive Additional Practice

Assign the digital version of the Student Practice Book.



## Spiral Review

Assign the digital Spiral Review Practice to students or download and print PDFs of the Spiral Review from the Digital Teacher Center.



GO ONLINE

## Websketch Exploration

Assign a websketch exploration to apply skills and extend thinking.



Differentiation Resource Book, p. 165

INDEPENDENT WORK

Lesson 13-1 • Reinforce Understanding  
**Describe and Classify Polygons**

Name \_\_\_\_\_

**Review**  
You can name and classify polygons based on their shared attributes.

**HINT:**  
A polygon is a closed 2-dimensional figure formed by 3 or more straight sides that do not cross.

| Triangle            | Quadrilateral       | Pentagon            | Hexagon             | Octagon             |
|---------------------|---------------------|---------------------|---------------------|---------------------|
| 3 sides<br>3 angles | 4 sides<br>4 angles | 5 sides<br>5 angles | 6 sides<br>6 angles | 8 sides<br>8 angles |

Write yes if the shape is a polygon. Write no if not and tell why.

1. **yes**

2. **No. The shape does not have straight sides.**

3. **No. The shape is not closed.**

Classify the polygon.

4. **quadrilateral**

5. **pentagon**

6. **triangle**

Differentiation Resource Book

INDEPENDENT WORK

Student Practice Book, pp. 165–166

Lesson 13-1  
**Additional Practice**

Name \_\_\_\_\_

**Review**  
A polygon is a closed 2-dimensional shape formed by three or more straight sides that do not cross. You can name a polygon based on how many sides it has.

| Triangle            | Quadrilateral       | Pentagon            | Hexagon             | Octagon             |
|---------------------|---------------------|---------------------|---------------------|---------------------|
| 3 sides<br>3 angles | 4 sides<br>4 angles | 5 sides<br>5 angles | 6 sides<br>6 angles | 8 sides<br>8 angles |

Is the shape a polygon? Explain why or why not.

1. **No; Sample answer: The shape has curved sides.**

2. **Yes; Sample answer: It is a closed shape. It has more than 3 straight sides and angles.**

3. **No; Sample answer: The shape has sides that cross.**

Student Practice Book

Student Practice Book, pp. 165–166

How can you classify the polygon?

4. **quadrilateral** 5. **hexagon** 6. **triangle**

7. **hexagon** 8. **pentagon** 9. **octagon**

10. Pat created a polygon by combining three polygons as shown. What polygon did he create? Explain.  
**octagon; Sample answer: The shape is closed and has 8 sides and angles. So, it is an octagon.**

11. Peter and Maria both said they drew polygons. Do you agree? Explain why.

**No; Peter drew a polygon. It is a closed figure with straight sides that do not cross. Maria's figure is not a polygon because the sides are curved.**

**Math @ Home Activity**  
Encourage ways to remember the names of polygons with your child. One strategy is to think of words with the same prefix as the polygon's name. For example, a triangle has three sides, and triangle has three sides and angles.

Student Practice Book

INDEPENDENT WORK

Differentiation Resource Book, p. 166

Lesson 13-1 • Extend Thinking  
**Describe and Classify Polygons**

Name \_\_\_\_\_

**Solve the riddle. Write and draw the shape. Check student's drawings.**

1. I have 4 sides. I have 4 angles. None of my sides are longer than any other side. Who am I?  
**square**

2. I have 6 sides. I have 6 angles. None of my sides are longer than any other side. Who am I?  
**hexagon**

3. I have 2 pairs of equal sides. I have 4 angles. Two of my sides are longer than my two other sides. Who am I?  
**rectangle**

4. I have 8 sides and 8 angles. All of my sides are straight but some of my sides are longer than my other sides. Who am I?  
**octagon**

Differentiation Resource Book

# HQIM



# Technology

The Cheatham County School District will adjust its approach to device availability for staff and students by adhering to device rotations/refresh cycles in a way to best maximize the functionality of the devices while ensuring proper utilization of CCSD provided resources.

- Create a model classroom to create equitable device access and learning resources across all grades and schools by spring 2025
  - Each teacher/classroom will be equipped with the following technology equipment:
    - Video projection display (projector or panel/TV) with wireless display/connectivity options.
    - Document camera to connect to video display device
    - Interactive display (board or panel); grades K-8

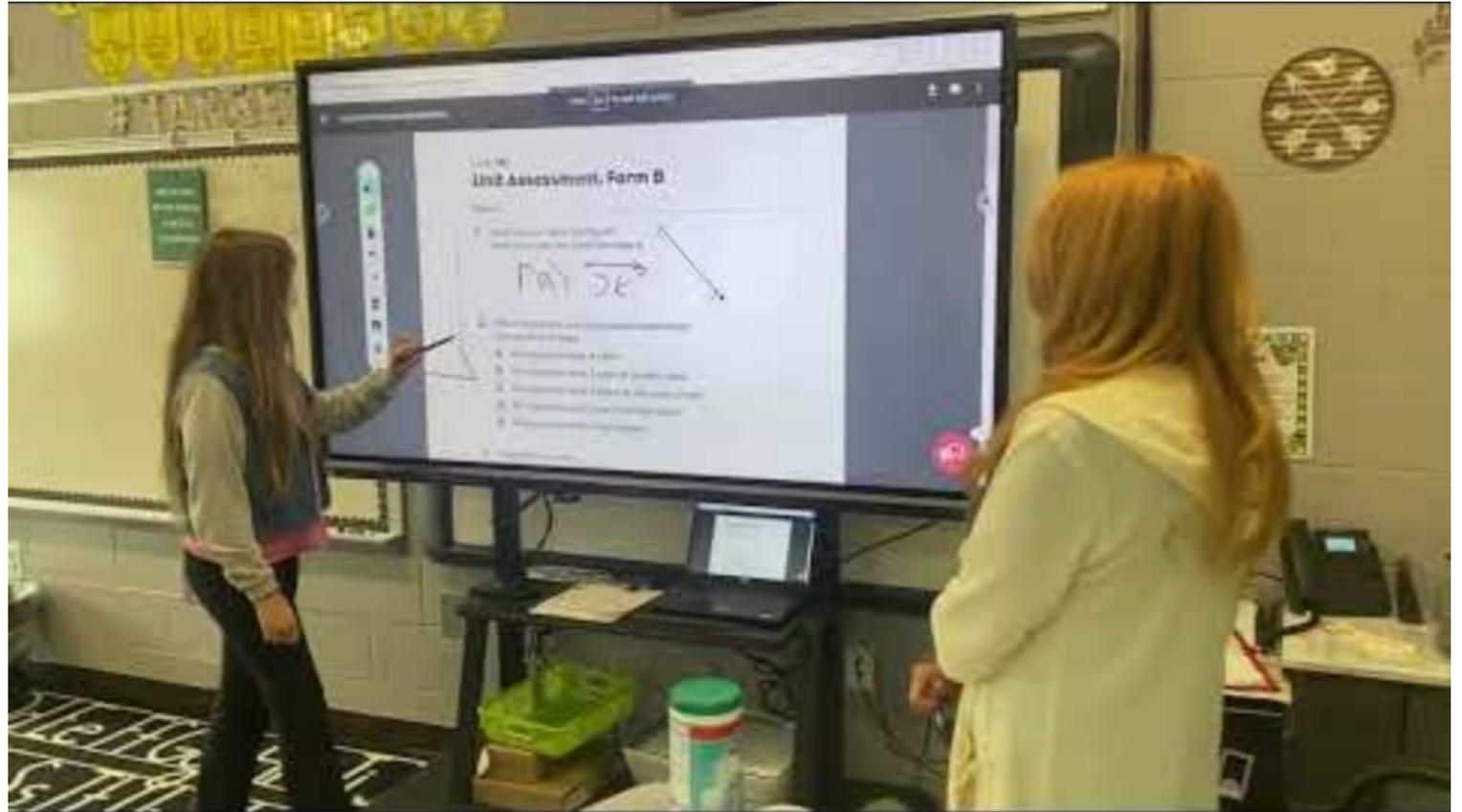


# Hovercams (document cameras)

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# Viewsonic Interactive TV's

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## Facilities

- The Cheatham County School District will meet the physical and mental health needs of students and staff.
  - Employ a school nurse in every building and develop a substitute nurse program by 2024

# Human Capital

- Increase participation/funding for Grow Your Own by 2023





**PLEASANT  
VIEW  
ELEMENTARY SCHOOL**

Thank You for allowing me to be  
Pleasant View's Principal for the  
last 5 years!



# FIVE-YEAR PLAN PARTNERSHIPS/ COMMUNITY ENGAGEMENT

# Cultivate Relationships

**GOAL ONE:** Cultivate relationships and improve communication between the district and all stakeholders



We piloted our Listen and Learn luncheons in three schools this year:

- East Cheatham Elementary School
- Ashland City Elementary STEM Academy
- Pegram Elementary Fine Arts Magnet School

We will continue this program in 2024-2025 (one school in each cluster).

# Cultivate Relationships

**GOAL ONE:** Cultivate relationships and improve communication between the district and all stakeholders



- Attending PTO meetings
- Attending community and government meetings
- Improving communication via social media, website, videos, newsletters and emails

# Increase Family Engagement Activities

**GOAL TWO:** Provide family engagement activities that will address academic, social and emotional growth of students



We established a Family Resource Center.

The Family Development Center of Cheatham County Schools moved into a new location in August 2023 at Ashland City Elementary STEM Academy and hosted an open house in January 2024.

# Increase Family Engagement Activities

**GOAL TWO:** Provide family engagement activities that will address academic, social and emotional growth of students



Through the United Way Family Collective initiative, family coaches Carol Henegar and Christine Stowers continue to work with Cheatham County families that are facing homelessness. The center also houses one of our two food banks, which are provided by the Second Harvest Food Bank.

# Increase Family Engagement Activities

**GOAL TWO:** Provide family engagement activities that will address academic, social and emotional growth of students



The Cheatham County School District, Family Development Center and other organizations formed a new Cheatham County Homeless Coalition. We hosted an informational meeting on April 12 with more than 20 people in attendance.

# Increase Family Engagement Activities

**GOAL TWO:** Provide family engagement activities that will address academic, social and emotional growth of students



The Cheatham County Homeless Coalition will host its second annual Cardboard City event on Saturday, September 7 on the front lawn of the Cheatham County Courthouse. We are looking for teams to participate this year.

# Increase Family Engagement Activities

**GOAL TWO:** Provide family engagement activities that will address academic, social and emotional growth of students



Identify, establish and continue effective community outreach programs

- Our book/STEAM bus will host a summer program in June
- GELF will provide rising 1-3 grade students with six free books this summer

# Increase Family Engagement Activities

**GOAL TWO:** Provide family engagement activities that will address academic, social and emotional growth of students



- GELF provides ParentPowered, a research-based text messaging program to help parents support their students in learning at home. Parents receive three weekly text messages with facts, easy tips, and activities on how to help each child learn and grow by building on existing family routines.

# Increase Family Engagement Activities

**GOAL TWO:** Provide family engagement activities that will address academic, social and emotional growth of students



- Our ongoing Strengthening Families program, which is a partnership with various organizations, including TN Voices, is going strong. We are looking to expand to South Cheatham County.

# Increase Student Learning Opportunities

**GOAL THREE:** Support student learning, engagement and service opportunities through partnerships and connections



Expand our annual Career Fair for high school seniors entering the workforce after graduation

Our 2024 Career Fair is scheduled for May 10 at CCCHS. More than 50 area businesses have signed up to participate this year.

# Increase Family Engagement Activities

**GOAL THREE:** Support student learning, engagement and service opportunities through partnerships and connections



Build upon and engage industry and business partnerships that support our students

We host CTE advisory committee meetings twice a year at our three high schools, giving our CTE teachers and students and industry partners time to collaborate.

# Increase Student Learning Opportunities

**GOAL THREE:** Support student learning, engagement and service opportunities through partnerships and connections



Continue growing our Kindness Grows Here program

Our schools are giving back to the community by partnering with various Cheatham County organizations and businesses.

# Looking Ahead

We have a busy May!



- Special Olympics, May 3
- Teacher Appreciation Week, May 6-10
- Civics Bee, May 7
- STEAM Expo, May 8
- Career Fair, May 10
- Employee Recognition Dinner, May 14
- HHS Graduation, May 23
- SHS and CCCHS Graduation, May 24
- Summer School Begins, May 30

# Cheatham County Board of Education

|                                                      |                                                                                                                                                                                                                                                                                  |                                  |                                 |
|------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|
| Monitoring:<br><b>Review: Annually,<br/>in March</b> | Descriptor Term:<br><b>Drug &amp; Alcohol Testing for Employees</b>                                                                                                                                                                                                              | Descriptor Code:<br><b>5.403</b> | Issued Date:<br><b>07/11/19</b> |
|                                                      | <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-right: 100px;"> <b>First Reading</b><br/>4/11/2024         </div> <div style="border: 1px solid black; padding: 2px; display: inline-block;"> <b>Second Reading</b><br/>5/2/2024         </div> | Rescinds:<br><b>5.403</b>        | Issued:<br><b>07/11/16</b>      |

1 **REASONABLE SUSPICION DRUG TESTING**

2 Trained supervisors have the responsibility to observe and document the cause for reasonable suspicion  
 3 and when appropriate, refer the matter to the director of schools/designee. It is not the supervisor's  
 4 responsibility to attempt diagnosis. All information, facts and circumstances leading to and supporting  
 5 this suspicion, should be included in a written report detailing the basis for the suspicion. After the report  
 6 is filed, the employee should be notified.

7 Any employee may be required to submit to substance screening if the following conditions exist: (list  
 8 is not inclusive)

- 9 1. Observed use, possession or sale of illegal drugs and/or use, possession, sale, or abuse of  
 10 alcohol, prescription drugs, **and/or any cannabinoid or sativa plant derivative that is not**  
 11 **legally available for sale in Tennessee to persons under the age of twenty-one (21).**
- 12 2. Apparent physical state of impairment of motor functions.
- 13 3. Marked changes in personal behavior not attributed to other factors.
- 14 4. Employee involvement in/or contribution to an accident where the use of alcohol or drugs is  
 15 reasonably suspected or employee involvement in a pattern of repetitive accidents whether  
 16 or not they involve actual or potential injury.
- 17 5. Violation of criminal statutes involving the use of illegal drugs, alcohol or prescription drugs  
 18 and/or violations of drug statutes.

23 Substance screening shall be conducted by a third party selected by the director of schools/designee. If  
 24 the screening results in a negative result, then no additional action shall be taken. If the screening results  
 25 in a positive result for illegal, illicit, or controlled substances, or if the employee refuses to submit to the  
 26 substance screening, then the director of schools shall notify the employee in writing within five (5) days  
 27 following the director's receipt of the screening results, or within five (5) days following the employee's  
 28 refusal to submit to the screening, setting forth the results of the screening and/or the discipline the  
 29 director of schools is taking against the employee. The discipline shall be a formal warning, suspension,  
 30 or dismissal.

31 If the employee disputes the result of the screening or the discipline enacted by the director of schools,  
 32 the employee shall notify the director in writing within five (5) days after receiving the written notice  
 33 from the director regarding the results of the screening and/or the discipline to be implemented. After  
 34 receiving written notice from the employee that he disputes the results of the screening and/or the

1 discipline enacted by the director, an appeal hearing will be set before the Board at the next regularly  
2 scheduled meeting of the Board. At least five (5) days prior to such hearing, both the director and the  
3 employee shall submit all evidence and written materials they want the Board to consider at the appeal  
4 hearing. Copies of all such documents will be provided to each Board member at the hearing.

5 At the hearing, the employee or the employee's duly licensed legal counsel will be given up to ten (10)  
6 minutes to present and summarize its argument why the screening results were inaccurate and/or why  
7 the discipline was inappropriate under the circumstances. The director will be represented by the school  
8 system's legal counsel who will then have up to ten (10) minutes to respond to the employee's arguments  
9 and present why the screening results were accurate and/or why the discipline was appropriate. The  
10 board shall then take one of the following actions by majority vote:

- 11 1. Sustain the decision of the director; or
- 12
- 13 2. Revise the penalty or reverse the decision.

#### 14 **TESTING FOR CDL EMPLOYEES**

15 All drivers and applicants for driver positions who are required to hold a Commercial Driver's License  
16 (CDL) to perform their job function must adhere to the requirements of this policy and all procedures  
17 relating to this policy.<sup>1</sup>

18 The use, possession, sale, purchase or transfer of any controlled substances except medically prescribed  
19 drugs on school property, while on school business or while operating school vehicles and equipment is  
20 prohibited. Drinking alcoholic beverages during working hours, four (4) hours before reporting to work  
21 or having any measurable amount of alcohol in their system during working hours is prohibited, whether  
22 on or off school property. Working hours include all breaks. Off-duty use of drugs and alcohol is  
23 prohibited to the extent that it affects driver's attendance or performance and their ability to pass required  
24 DOT alcohol and controlled substance tests. Any violation of this policy is grounds for termination as  
25 an employee of the Board and possible legal prosecution.

26 The use of any prescription drug that could affect the central nervous system or one that would impair  
27 reaction time shall be reported to the director of schools/director of transportation. Notice shall be given  
28 of non-prescription (over-the-counter) drugs being taken on a regular basis. The notice shall include the  
29 duration of ingestion and the possible side effects.

#### 30 **Procedures**

31 The execution and enforcement of this policy will follow set procedures to screen bodily fluids, conduct  
32 breath testing, and/or search all employee/applicants for alcohol and drug use, and those employees  
33 suspected of violating this policy who are involved in a reportable accident or who are periodically or  
34 randomly selected. The procedures are designed not only to detect violations of this policy, but also to  
35 ensure fairness to each employee. Disciplinary action will be taken as necessary.

#### 36 **Implementation**

37 The director of schools/director of transportation is authorized to implement this policy and procedures  
38 for the drug testing program, including a periodic review of the program to address any problems,

1 changes and/or revisions of it, maintenance of all records required by the federal regulations, and  
2 determination upon Board approval of how the program will be accomplished, whether in-house,  
3 contracted or by consortium.

#### 4 **Dissemination**

5 The director of schools/director of transportation shall be responsible for communicating this policy  
6 and the procedures to all employees affected by this policy and shall be accountable for its consistent  
7 enforcement.<sup>2</sup> The director of schools/director of transportation is designated to answer questions  
8 about this policy, procedures and all other matters involved in alcohol and controlled substance testing  
9 of CDL drivers and the reasonable suspicion testing of all other employees.

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#### Legal References

1. 49 USCS § 5331; Alcohol and Controlled Substances Testing (Omnibus Transportation Employee Testing Act of 1991)
2. 49 CFR 382.601

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#### Cross Reference

Employee Drug Screening 5.403.2  
Drug Testing of CDL Employees 5.403.3  
CDL Employee Registration 5.403.4

# Cheatham County Board of Education

|                                                   |                                                                                                                                                                        |                                                                                                                                                                        |                                 |         |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------|
| Monitoring:<br><b>Review: Annually, in August</b> | Descriptor Term:<br><h2 style="text-align: center;">Charter School Authorizing Principles</h2>                                                                         | Descriptor Code:<br><b>1.900</b>                                                                                                                                       | Issued Date:<br><b>10/01/18</b> |         |
|                                                   | <div style="border: 1px solid black; padding: 5px; display: inline-block; color: red;">                         First Reading<br/>4/11/2024                     </div> | <div style="border: 1px solid black; padding: 5px; display: inline-block; color: red;">                         Second Reading<br/>5/2/2024                     </div> | Rescinds:<br>                   | Issued: |

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

6 **MAINTAINING HIGH STANDARDS**

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

11 **UPHOLDING SCHOOL AUTONOMY**

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

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

18 **PROTECTING STUDENT AND PUBLIC INTERESTS**

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

22 Charter schools are part of the public education program<sup>3</sup> and shall adhere to non-selective,  
 23 nondiscriminatory practices and ensure the fair treatment of all students. They shall provide  
 24 appropriate services to all enrolled students in accordance with state and federal laws.<sup>4</sup> <sup>3</sup>Charter school  
 25 governing boards shall ensure fiscal responsibility and transparency.

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Legal References

1. TCA 49-13-108(f); State Board of Education Policy 6.111; TRR/MS 0520-14-01-.01
2. TCA 49-13-111, TCA 49-13-120, TCA 49-13-122
- ~~3. TCA 49-13-105(a)~~  
TCA 49-13-111

| <b>Cheatham County Board of Education</b>                |                                                        |                                  |                                 |
|----------------------------------------------------------|--------------------------------------------------------|----------------------------------|---------------------------------|
| Monitoring:<br><b>Review: Annually,<br/>in September</b> | Descriptor Term:<br><b>Charter School Applications</b> | Descriptor Code:<br><b>1.901</b> | Issued Date:<br><b>03/04/21</b> |
|                                                          | First Reading<br>4/11/2024                             | Second Reading<br>5/2/2024       | Rescinds:<br><b>1.901</b>       |
|                                                          |                                                        |                                  | Issued:<br><b>10/03/19</b>      |

1 *General*

2 This policy shall apply to sponsors and potential sponsors of charter schools. It shall not apply to  
 3 charter schools converting from existing public schools. Proposals from existing charter school  
 4 operators or replicators and applicants proposing to contract with educational service providers ~~shall~~  
 5 ~~include the additional information required by~~ shall be in accordance with state law.<sup>1</sup>

6 **APPLICATION PROCESS<sup>2</sup>**

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

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

18 ~~Electronic copies of~~ applications shall be submitted to the Board and ~~Tennessee~~ Department of  
 19 Education on or before ~~4:30 p.m. 11:59 p.m. Central Time~~ on February 1<sup>st</sup> of the year preceding the  
 20 year in which the proposed charter school plans to begin operation as a charter school. If the 1<sup>st</sup> of  
 21 February falls on a Saturday, Sunday, or holiday on which the school district offices are closed,  
 22 applications will be accepted on the next business day on or before ~~4:30 p.m. 11:59 p.m.~~ Late  
 23 applications will not be accepted, without exception. The sponsor shall pay an application fee of  
 24 \$2,500.00.<sup>2</sup>

25 ~~The Board shall determine whether an application is complete within ten (10) business days of~~  
 26 ~~receiving the application and shall notify the sponsor within five (5) business days of the determination~~  
 27 ~~if the application is determined to be incomplete.~~<sup>3</sup>

28 **REVIEW TEAM<sup>1</sup>**

29 If necessary, the ~~Board~~ Director of Schools/designee shall appoint a review team to assist in reviewing  
 30 and evaluating charter school applications. The team shall be composed of members of the

1 administrative staff for the district, community members, and a member of the Board with relevant  
2 educational, organizational, financial, and legal experience. At the board meeting in December of each  
3 year, the Director of Schools shall make a recommendation to the Board on which members of his/her  
4 administrative staff should be appointed to the team. The Board shall name the members of the team at  
5 its meeting in ~~December~~ January of each year. The Board shall designate a Chair of the review team as  
6 the contact person for answering questions about the application process and receiving applications.  
7 The Director of Schools/~~designee~~ shall develop an orientation for the team to ensure consistent  
8 evaluation standards and the elimination of real or perceived conflicts of interest.

9 The Board shall require the Director of Schools to develop a procedure for receiving, reviewing, and  
10 ruling on applications for the establishment of charter schools by the review team. The procedure shall  
11 include a timeline for the application and review process. A copy of the procedure, including the  
12 review criteria, shall be available ~~to any interested party upon request on the district's website.~~

13 The review team shall:

- 14 1) Evaluate all charter school applications based on the review criteria ~~adopted by the Board~~  
15 ~~established by state law; and~~
- 16 2) Recommend one of the following options to the Board for each application: approve, reject, or  
17 reject with stipulations for reconsideration; ~~and~~<sup>4</sup>
- 18 3) ~~Make recommendations for revocation, renewal, or non-renewal of charter contracts.~~  
19  
20

## 21 APPROVAL/DENIAL OF APPLICATION<sup>4</sup>

22 The Board shall rule by resolution on the approval or denial of a charter application within ninety (90)  
23 days of receipt of the completed application, or the application shall be deemed approved by law. The  
24 Director of Schools shall report the action taken by the Board to the Department of Education.

### 25 *Approval*

26 The sponsor of a charter school that is approved by the Board shall enter into a written agreement with  
27 the Board, which shall be binding on the charter school's governing body. This agreement, known as  
28 the charter agreement, shall be in writing and signed by the sponsor and the Board.

29 The Board will receive an annual authorizer fee of three percent (3%) of the annual per student state  
30 and local allocations or thirty-five thousand dollars (\$35,000), whichever is less.<sup>5-6</sup>

31 Charter schools approved by the Board are expected to implement the application as submitted and  
32 approved. Material variations in operations from the approved application require amendment pursuant  
33 to statute and the charter school agreement.<sup>6-7</sup>

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

1 New charter school agreements are approved for a ten (10) year period.<sup>7,8</sup> The Board may revoke or  
2 deny renewal of a charter school agreement for any of the reasons enumerated in state law.<sup>8,9</sup>

### 3 *Denial*

4 **If the initial charter school application is denied, the Board shall notify the sponsor in writing within**  
5 **ten (10) calendar days, specifying the objective reasons for the denial and the deadline by which the**  
6 **sponsor may submit an amended application.** Upon receipt of the grounds for denial, the sponsor shall  
7 have thirty (30) days within which to submit an amended application to correct the deficiencies. The  
8 Board shall have sixty (60) **calendar** days either to deny or to approve the amended application, or the  
9 application shall be deemed approved by law.<sup>4 5</sup>

10 **If the amended charter school application is denied, the Board shall notify the sponsor in writing**  
11 **within five (5) calendar days, specifying the objective reasons for denial and the sponsor's right to an**  
12 **appeal.** Within ten (10) days of final denial, an appeal may be filed with the Tennessee Charter School  
13 Commission.<sup>9 10</sup>

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#### Legal References

1. ~~TCA 49-13-106; State Board of Education Policy 6.111~~
2. ~~TCA 49-13-107; TCA 1-3-102; TCA 49-13-108; TRR/MS 0520-14-01~~
3. ~~TCA 49-13-110~~
4. ~~TCA 49-13-108; TRR/MSS 0520-14-01~~
5. ~~TCA 49-13-128~~
6. ~~TRR/MS 0520-14-01-06; TCA 49-13-110~~
7. ~~TCA 49-13-110~~
8. ~~TCA 49-13-122~~
9. ~~TCA 49-13-108(b)(5)~~

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

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#### Cross References

Review Team for Charter School Applications 1.901.1  
Charter School Applications 1.901.2

# Cheatham County Board of Education

|                                                   |                                                                                                                                                                                                                                                                                                                                                                       |                                  |                                 |
|---------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|
| Monitoring:<br><b>Review: Annually, in August</b> | Descriptor Term:<br><b>Charter School Agreements</b>                                                                                                                                                                                                                                                                                                                  | Descriptor Code:<br><b>1.902</b> | Issued Date:<br><b>10/01/18</b> |
|                                                   | <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 5px; text-align: center; color: red;"> <b>First Reading</b><br/>4/11/2024         </div> <div style="border: 1px solid black; padding: 5px; text-align: center; color: red;"> <b>Second Reading</b><br/>5/2/2024         </div> </div> | Rescinds:                        | Issued:                         |

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

5 All charter agreements shall:<sup>1</sup>

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

35 **PERFORMANCE STANDARDS**

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

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

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

## 16 **FEE-BASED SERVICES**

17 Any fee-based services shall be outlined in a separate agreement. The provision of any such fee-based  
18 services shall not be a condition of charter approval, continuation, or renewal.<sup>2</sup>

19

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### Legal References

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

# Cheatham County Board of Education

|                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                  |                                 |                            |                           |                            |
|---------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|----------------------------|---------------------------|----------------------------|
| Monitoring:<br><b>Review: Annually, in August</b> | Descriptor Term:<br><h2 style="margin: 0;">Charter School Oversight</h2>                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Descriptor Code:<br><b>1.903</b> | Issued Date:<br><b>10/03/19</b> |                            |                           |                            |
|                                                   | <table style="width: 100%; border: none;"> <tr> <td style="border: 1px solid black; padding: 5px; text-align: center; color: red;">                             First Reading<br/>                             4/11/2024                         </td> <td style="border: none; text-align: center;">—</td> <td style="border: 1px solid black; padding: 5px; text-align: center; color: red;">                             Second Reading<br/>                             5/2/2024                         </td> </tr> </table> | First Reading<br>4/11/2024       | —                               | Second Reading<br>5/2/2024 | Rescinds:<br><b>1.903</b> | Issued:<br><b>10/01/18</b> |
| First Reading<br>4/11/2024                        | —                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Second Reading<br>5/2/2024       |                                 |                            |                           |                            |

1 *General*

2 The Board shall oversee and annually evaluate charter schools to ensure they meet the performance  
 3 standards and targets set forth in the charter agreement.<sup>1</sup> The Board shall create a comprehensive  
 4 performance, accountability, and compliance monitoring system based on the charter agreement and  
 5 communicate the results to each charter school. At a minimum, the monitoring system shall address  
 6 academic, financial, and organizational performance standards as outlined in the charter agreement and  
 7 required by the State Board of Education.<sup>1</sup> The Board shall utilize the results when making renewal,  
 8 revocation, and intervention decisions. **Reports on charter school oversight shall be compiled by**  
 9 **Director of Schools/designee and published on the district’s webpage at least annually.**

10

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

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

16 **MONITORING SYSTEM**

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

22 **SITE VISITS**

23 A site visit to each charter school shall be conducted annually. The purpose shall be to collect data and  
 24 other qualitative information that cannot be obtained otherwise. The Director of Schools shall develop  
 25 a site visit procedure that outlines the expectations of charter schools prior to, during, and after the site  
 26 visit, including review of the documents and data, classroom observations, and interviews. These visits  
 27 shall minimize **administrative burdens and avoid** operational interference.

1 The Board shall provide the charter school with a report that summarizes the **school's performance**  
 2 **outcome of the visit**. The report shall provide an analysis of relevant data and include general  
 3 recommendations, if applicable.<sup>2</sup>

#### 4 **CHARTER SCHOOL REPORTING**

5 Charter schools shall provide the information required by the charter agreement and state law to the  
 6 Board. The Director of Schools shall develop a reporting calendar that defines and communicates the  
 7 process, methods, and timing of gathering and reporting data to the Board.<sup>2</sup>

8 By September 1, the governing body of an approved charter school shall make a written report to the  
 9 Board.<sup>3</sup> The annual report shall include:

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

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

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

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

#### 23 **AUTHORIZER REPORTING AND REVIEW**

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

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##### Legal References

1. TCA 49-13-111(d); State Board of Education Policy 6.111
2. ~~State Board of Education Policy 6.500~~
3. TCA 49-13-120
4. TCA 49-13-120(a), (b)
5. TCA 49-13-112(a), (f) ~~Public Acts of 2019, Chapter No. 219~~

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##### Cross References

Charter School Site Visits 1.903.1

6. TCA 49-13-127
7. TCA 49-13-128(e) (f)
8. TCA 49-13-120(d) ©

# Cheatham County Board of Education

|                                                   |                                                                                                                                                                                                                                                                                                                                                                       |                                  |                                 |
|---------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|
| Monitoring:<br><b>Review: Annually, in August</b> | Descriptor Term:<br><h2 style="text-align: center;">Charter School Intervention</h2>                                                                                                                                                                                                                                                                                  | Descriptor Code:<br><b>1.904</b> | Issued Date:<br><b>10/01/18</b> |
|                                                   | <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 5px; text-align: center; color: red;"> <b>First Reading</b><br/>4/11/2024         </div> <div style="border: 1px solid black; padding: 5px; text-align: center; color: red;"> <b>Second Reading</b><br/>5/2/2024         </div> </div> | Rescinds:                        | Issued:                         |

1 *General*<sup>1</sup>

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

8 **INTERVENTION**<sup>1</sup>

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

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

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

21 **PROGRESSIVE INTERVENTIONS**<sup>2</sup>

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

25 *Tier I – Notice of Deficiency*

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

28 **Possible Deficiency: failure to comply with the terms of the charter agreement and/or violation of state**  
 29 **law**

1 Possible Consequence: sending a letter to the charter’s governing board that includes sending terms of  
2 a corrective action plan

3 *Tier II – Notice of Probationary Status*

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

7 *Tier III – Review of Status*

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

10

11 **REMEDIES<sup>1</sup>**

12 Charter schools shall be responsible for notifying the Board:

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

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Legal References

1. State Board of Education Policy 6.111
2. TCA 49-13-122; Public Acts of 2023, Chapter No. 206

# Cheatham County Board of Education

|                                                      |                                                                                                                                                                                                                                                                                 |                                  |                                 |
|------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|
| Monitoring:<br><b>Review: Annually, in September</b> | Descriptor Term:<br><h2 style="text-align: center;">Charter School Renewal</h2>                                                                                                                                                                                                 | Descriptor Code:<br><b>1.905</b> | Issued Date:<br><b>10/03/19</b> |
|                                                      | <div style="border: 1px solid black; padding: 5px; display: inline-block; margin-right: 20px;"> <b>First Reading</b><br/>4/11/2024         </div> <div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>Second Reading</b><br/>5/2/2024         </div> | Rescinds:<br><b>1.905</b>        | Issued:<br><b>10/01/18</b>      |

1    **INTERIM REVIEW**

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

6    **CUMULATIVE PERFORMANCE REPORT**

7    Three (3) months prior to the date on which a charter school is required to submit a renewal  
 8    application, the Director of Schools/designee shall submit a performance report to the charter school<sup>1</sup>  
 9    that summarizes the school’s performance record over the charter term and states the summative  
 10    findings concerning the school’s performance and prospects for renewal.<sup>2</sup>

11    **APPLICATION AND EVALUATION**

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

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

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

18    **RENEWAL CRITERIA**

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

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

26

Legal References

1. ~~TCA 49-13-120; State Board of Education Policy 6.111; TCA 49-13-121; Public Acts of 2019, Chapter No. 219~~
2. TCA 49-13-121(k)
3. State Board of Education Policy 6.111
4. TCA 49-13-121(a)  
TCA 49-13-121; State Board of Education Policy 6.111

# Cheatham County Board of Education

|                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                 |                                  |                                 |
|---------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|---------------------------------|
| Monitoring:<br><b>Review: Annually, in August</b> | Descriptor Term:<br><h2 style="margin: 0;">Charter School Revocation</h2>                                                                                                                                                                                                                                                                                                                                       | Descriptor Code:<br><b>1.906</b> | Issued Date:<br><b>10/03/19</b> |
|                                                   | <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 5px; text-align: center; color: red;">                     First Reading<br/>4/11/2024                 </div> <div style="border: 1px solid black; padding: 5px; text-align: center; color: red;">                     Second Reading<br/>5/2/2024                 </div> </div> | Rescinds:<br><b>1.906</b>        | Issued:<br><b>10/01/18</b>      |

1 *General*

2 The Board shall also revoke a charter agreement if the charter school:<sup>1</sup>

- 3 1. Failed to meet the minimum performance requirements set forth in the charter agreement;
- 4
- 5 2. Committed a material violation of any of the conditions, standards, or procedures set forth in
- 6 the charter agreement;
- 7
- 8 3. Failed to meet generally accepted standards of fiscal management; or
- 9
- 10 4. Performed any of the acts that are conditions for non-approval of charter schools under state
- 11 law.

12 **NOTICE**

13 The Director of Schools/designee shall notify the charter school of the Board’s intent to revoke the  
 14 charter agreement in writing at least thirty (30) days prior to the revocation.<sup>2</sup>

15 Within ten (10) days of the Board voting to renew, not renew, or revoke a charter agreement, the  
 16 Director of Schools/designee shall report the Board’s decision to the Department of Education. The  
 17 Director of Schools/designee shall also provide a copy of the Board’s resolution setting forth the  
 18 decision and the reasons for the decisions, **and an explanation of the right to appeal.**<sup>3</sup>

19 **REVOCATION DUE TO PRIORITY STATUS**

20 The Board may revoke a charter school agreement if the charter school is identified as a priority school  
 21 under state law. Revocation shall take effect immediately following the close of the school year in  
 22 which the charter school is identified as a priority school.<sup>4</sup>

23 The Board shall revoke a charter school agreement if the charter school is identified as a priority  
 24 school for two consecutive cycles (beginning in 2017). Revocation shall occur immediately after the  
 25 close of the school year in which the charter school is identified as a priority school for the second  
 26 consecutive cycle.

27 **PROCEDURES FOR CLOSURE**

28 The Director of Schools shall develop administrative procedures regarding charter school closures  
 29 prior to the Board denying renewal or revoking a charter agreement.<sup>5</sup> **These procedures shall outline a**

1 detailed protocol that will ensure timely notification to parents, orderly transition of students and  
2 student records, and disposition of school funds, property, and assets in accordance with state law.

3

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Legal References

1. TCA 49-13-122(a)(b); State Board of Education Policy 6.111
2. ~~TCA 49-13-122(e)~~
3. TCA 49-13-122(e)
4. State Board of Education Policy 6.111
5. TCA 49-13-122(a) ~~Public Acts of 2019, Chapter No. 205; State Board of Education Policy 6.110~~
6. TCA 49-13-130

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Cross References

Charter School Closures 1.906.1