

CHEATHAM COUNTY BOARD OF EDUCATION WORK SESSION AGENDA

Cheatham County Board of Education

July 25, 2024

Place: Educational Annex/Board Room

Time: 6:00 PM

1. Budget
 - A. Budget Summary
 - B. Employee Insurance FY 25
2. Summer Programming - Lynn Seifert
3. Legal and Legislative Update
4. CCCHS Bleacher Project Update
5. Evidence Based Research in Education
6. Policy Revisions
 - A. NEW POLICY 4.214 Use of Artificial Intelligence Programs
 - B. 4.301 Interscholastic Athletics - first reading
 - C. 4.403 Library Materials - first reading
 - D. 4.603 Promotion and Retention - first reading
 - E. 5.307 Physical Assault Leave - first reading
 - F. 5.701 Substitute Teachers - first reading
 - G. 6.203 School Admissions - first reading
 - H. 6.309 Zero Tolerance Offenses - first reading
 - I. 6.316 Suspension - first reading
 - J. 6.318 Admission of Suspended or Expelled Students - first reading
 - K. 4.600 Grading System - first reading
7. Review August 8th Board Meeting Agenda
8. Comments from Board Members
9. Comments from Director

Cheatham County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Use of Artificial Intelligence Programs	Descriptor Code: 4.214	Issued Date:
		Rescinds:	Issued:

**First Reading
8 8 2024**

1 *General*

2 Artificial Intelligence (AI) programs as defined by state law may be used by staff and students in the
3 district.¹

4 Only approved AI programs may be utilized in student instruction or in completing student work. The
5 Director of Schools shall develop a procedure for staff to submit additional programs for approval.

6 Director of Schools or designee are tasked with overseeing the implementation of AI programs. These
7 staff members will review artificial intelligence programs to ensure compliance with district policies as
8 well as state and federal student data privacy laws and present recommendations to the Director of
9 Schools or designee for approval. Any approved programs shall be accessible to all students.

10 Employees shall not place personally identifiable information, financial information, intellectual
11 property, or other confidential information into an AI system.

12 The use of Artificial Intelligence (AI) by students or staff to generate false images, video, or audio is
13 strictly prohibited. This includes but is not limited to the creation, manipulation, distribution of
14 content that inaccurately represents the likeness or actions of any individual.

15 The Director of Schools or designee shall incorporate training programs on AI into professional
16 development for district staff. This training shall focus on responsible use of AI and best practices for
17 use in school settings and include instruction regarding personally identifiable information and the
18 need to comply with state and federal data privacy laws. Emphasis shall be placed on the importance of
19 securing and properly storing any data that is collected by the district in compliance with state and
20 federal law.

21 **STAFF USE**

22 Staff may use AI in the completion of their own work. This may include, but not be limited to, drafting
23 communications, notes, images, and the development of content for instructional or administrative
24 purposes, as well as analyzing data and information. The following requirements shall be adhered to
25 when using AI in the completion of work:

- 26 1. Employees shall disclose their use of a generative AI tool if failure to do so would:
27 a. Violate the terms of the use of the AI tool;
28 b. Would mislead a supervisor or others as to the nature of the work; or
29 c. Would be inconsistent with the teacher code of ethic;²
30

- 1 2. Employees shall take all reasonable precautions to ensure the security of private student data
- 2 when utilizing AI programs;
- 3
- 4 3. Outputs from AI programs shall be verified by reliable sources and reviewed prior to use in
- 5 order to reduce the risk of errors and inaccuracies;
- 6
- 7 4. Outputs shall not be incorporated into proprietary content or works; and
- 8

9 **STUDENT USE**

10 Teachers may allow students to use approved AI programs for instructional purposes. Any such use
11 shall align with approved instructional standards and curriculum. Prior to using AI, teachers shall
12 ensure students are provided with appropriate instruction on the responsible use of AI.

13 **ACADEMIC INTEGRITY**

14 Students shall be instructed on responsible use standards including but not limited to the following:

- 15 1. Effective use of generative AI;
- 16
- 17 2. When it is appropriate to use AI in assignments;
- 18
- 19 3. How to determine whether AI responses are accurate;
- 20
- 21 4. Users assume responsibility for incorporating AI content responsibly; and
- 22
- 23 5. The difference between cheating and seeking support.

24 **NOTICE TO PARENTS**

25 The Director of Schools or designee shall provide notice to parent(s)/guardian(s) about the use of AI
26 programs in the district. An approved list of AI programs will be provided by posting on the website.

27 **REPORTING**

28 The Director of Schools or designee shall submit a report to the Board of Education each June on how
29 this policy will be enforced in the upcoming school year. The Board shall approve the report and the
30 Director shall submit it to the Department of Education by July 1st.

Legal References

1. [Public Acts of 2024, Chapter No. 550](#)
2. [TCA 49-5-1001](#)

Cross References

Use of the Internet 4.406

Cheatham County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: <h2 style="text-align: center;">Interscholastic Athletics</h2> <div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: fit-content;"> First Reading 8 8 2024 </div>	Descriptor Code: 4.301	Issued Date: 10/07/21
		Rescinds: 4.301	Issued: 09/11/17

1 No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, be
 2 treated differently from another person, or otherwise be discriminated against in any athletic program of
 3 the school. Equal athletic opportunities shall be provided for members of both sexes.¹ Student athletes
 4 shall only be allowed to participate in athletic activities or events that align with the student’s sex
 5 indicated on his/her original birth certificate.² The Director of Schools/designee shall require the
 6 parent/guardian to provide the student’s original birth certificate prior to participation in any
 7 interscholastic athletics. If the original birth certificate is not available or does not indicate the student’s
 8 sex at the time of birth, the parent/guardian shall provide medical documentation showing evidence of
 9 the student’s sex at birth.

10 Interscholastic athletics shall be administered as a part of the regular school program and shall be the
 11 principal’s responsibility. Principals shall ensure that school regulations regarding participation in a sport
 12 are reasonable. Athletic schedules shall be filed in each school principal’s office. The principal or his/
 13 her designee must accompany an athletic team on trips. Transportation of teams to athletic games is
 14 approved by the board, provided the team’s school reimburses the board for mileage.

15 Bylaws of the Tennessee Secondary School Athletic Association shall regulate the operation and control
 16 of athletics.³ **The Director of Schools/designee shall develop a code of conduct for all coaches to follow**
 17 **in order to ensure the health and safety of athletes.**⁴

18 INSURANCE & PHYSICAL EXAMINATIONS

19 In the event that the school's insurance provider does not extend coverage to an athlete, that athlete must
 20 provide proof of independently secured catastrophic coverage and liability coverage, with the school
 21 system as a named insured, of not less than the limits set forth in **TCA § 29-20-403-state law.**^{4,5}

22 Prior to participation in interscholastic athletics, every student must complete an annual physical
 23 examination.⁵ ⁶The parents/guardians of each student shall be responsible for covering the cost of the
 24 examination, and these records shall be on file in the principal’s office. It shall be the responsibility of
 25 the parent(s) or guardian(s) to provide health and hospitalization insurance for all students participating
 26 in interscholastic athletics.

27 SCHEDULING CONFLICTS

28 No principal or teacher of any school under the control of the board shall dismiss his/her school or any
 29 group of students for the purpose of attending the practice of any interscholastic sport during the school
 30 day without written permission from the board.⁶ ⁷This does not prevent the inclusion of regular physical
 31 training lessons in the daily school program.

1 Students shall not be required to attend a school athletic event, or event related to participation on a
 2 school athletic team, if the event is on an official school holiday, observed day of worship, or religious
 3 holiday. The student's parent or legal guardian shall notify the coach in writing three (3) full school days
 4 prior to the event.⁷⁻⁸

5 **SEVERE WEATHER⁴**

6 Severe weather is any type of weather that could impede the safety of any athlete by compromising the
 7 playing conditions of the interscholastic sport. Severe weather includes, but is not limited to, thunder,
 8 lightning, and extreme temperatures. When severe weather is forecasted, suspension of play shall be
 9 discussed with all players, coaches, and officials, if applicable.

10 All coaches who oversee or participate in outdoor training, practice, or competition shall annually
 11 complete a heat illness prevention course approved by the Tennessee Department of Health as well as
 12 receive training on activity modifications based on environmental conditions.

13 **ATTENDANCE & CONDUCT**

14 Attendance and conduct records of athletic participants shall be deemed acceptable by their principal
 15 before these students may participate in athletics.

16 Participants on athletic teams shall maintain at least a C average.

17 **PROHIBITION AGAINST HAZING**

18 Coaches, employees, and volunteers of the school district shall not encourage, permit, condone, or
 19 tolerate hazing activities.⁸⁻⁹

20 **HOME SCHOOL STUDENT PARTICIPATION¹⁰**

21 Home school students shall be permitted to participate in accordance with TSSAA or TMSAA
 22 guidelines. If a school is not a member with these organizations, home school students that are zoned
 23 for the school shall be permitted to participate in interscholastic athletics to the same extent as other
 24 students.

Legal References

1. ~~34 CFR § 106.41; 20 USCA § 1681 et seq.~~
2. ~~Public Acts of 2021, Chapter No. 40~~
3. ~~TRR/MS 0520-01-02-.08(1)~~
4. ~~TCA 29-20-403~~
5. ~~20 USCA § 1232h(e); TRR/MS 0520-01-13-.01(1)(a)~~
6. ~~TCA 49-6-1002(a)~~
7. ~~TCA 49-6-1002(e)~~
8. ~~TCA 49-2-120~~

1. 34 CFR § 106.41; 20 USCA § 1681 et seq.
2. TCA 49-6-310(a)
3. TRR/MS 0520-01-02-.08(1)
4. TCA 49-6-3601

Cross References

- Special Use of School Vehicles 3.402
 Student Insurance Program 3.601
 Extracurricular Activities 4.300
 Attendance 6.200

5. TCA 29-20-403
6. 20 USCA § 1232h(c); TRR/MS 0520-01-13-.01(1)(a)
7. TCA 49-6-1002(a)
8. TCA 49-6-1002(c)
9. TCA 49-2-120
10. Public Acts of 2024, Chapter No. 639

Cheatham County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: <h2 style="margin: 0;">Library Materials</h2>	Descriptor Code: 4.403	Issued Date: 09/01/22
		Rescinds: 4.403	Issued: 05/02/16

First Reading
8 8 2024

1 *General*

2 The Director of Schools/designee shall be responsible for library collection development. **He/she shall**
 3 **post the list of library materials online.** Library materials shall be reviewed to ensure the content aligns
 4 with state law.¹ **Prior to the purchase of new materials, librarians shall review the age and maturity level**
 5 **along with the reading level of the of the selected items for suitability.¹ A list of the new materials shall**
 6 **be reviewed by the Director of Schools/designee.**

7 The Director of Schools/designee shall be responsible for periodically reviewing the district’s library
 8 collection in line with these established standards. **Any materials found to be out of alignment with the**
 9 **standards shall be removed, and this action shall be documented in writing and presented to the Director**
 10 **of Schools and the Board.**

11 **STANDARDS²**

12 The library collection shall adhere to the following criteria:

- 13 1. Materials shall be suitable for and consistent with the educational mission of the school;
- 14
- 15 2. Materials shall be appropriate for the age and maturity levels of the students who may access
- 16 them. The determining factor will be based on an assessment of any mature themes or content
- 17 (i.e., violence, sexual content, vulgar language, substance abuse);
- 18
- 19 3. Materials shall contain literary, historical, and/or artistic value and merit; and
- 20
- 21 4. The collection as a whole shall offer a variety of viewpoints.

22 **Any materials that meet the following criteria shall be removed and excluded from the district’s library**
 23 **collection:**

- 24 1. **Contains nudity, descriptions or depictions of sexual excitement, sexual conduct, excess**
 25 **violence, or sadomasochistic abuse as defined in state law³;**
- 26
- 27 2. **Are patently offensive as defined in state law; or**
- 28
- 29 3. **Appeal to the prurient interest as defined in state law.**
- 30

1 The Board shall be notified when any library materials are challenged or removed pursuant to
2 this policy.
3

4 COMPLAINTS

5 If a complaint is made by an employee, student, or parent/guardian, ~~this process is to be followed the~~
6 ~~person receiving the complaint shall:~~

- 7 1. Inform the complainant of the selection procedures and make no commitments.
- 8
- 9 2. Request the complainant to submit a Request for Reconsideration of Library Materials form.
- 10
- 11 3. Inform the principal (and other appropriate personnel).
- 12
- 13 4. Keep challenged materials available for use during the reconsideration process.
- 14
- 15 5. Upon receipt of the completed form, the principal shall notify the Director of Schools.
- 16
- 17 6. The principal shall request review of the challenged materials by an ad hoc materials review
18 committee within ~~sixty (60)~~ **thirty (30)** days. The review committee is appointed by the
19 principal and includes certified library media personnel, representatives from classroom
20 teachers, **and one or more parents.** , ~~and may include one or more students.~~ The principal will
21 inform the Director of Schools of the review committee's progress.
- 22
- 23 7. The review committee shall take the following steps after receiving the challenged materials:
 - 24 a. Read, view, or listen to the contested material in its entirety;
 - 25 b. Check general acceptance of the material by reading recognized and evaluative reviews;
 - 26 c. Determine the extent to which the material ~~supports~~ **is appropriate for the age and**
27 **maturity levels of the students who have access to the materials and whether the**
28 **material is suitable for, and consistent with,** the educational mission of the school;
 - 29 d. Complete the appropriate Checklist for Reconsideration of Library Materials, judging
30 the material for its strength and value; and
 - 31 e. ~~Present recommendation to principal for further action and to the Director of Schools~~
32 ~~for purposes of information.~~
 - 33 ~~8. If the complainant desires further action after receiving the recommendation of the committee~~
34 ~~and the decision of the principal, an appeal may be made to the Board.~~
- 35
- 36
- 37

38 The principal shall present a recommendation to the Director of Schools. The Director of
39 Schools shall assess the findings along with the recommendation of the principal and
40 present a recommendation to the Board.

41 The board shall evaluate the recommendations of the principal and the Director of Schools
42 along with the material to determine whether it is appropriate for the age and maturity

1 levels of the students who have access to the materials and whether the material is suitable
2 for, and consistent with, the educational mission of the school. The Board shall review the
3 findings and affirm, overturn, or modify the decision within sixty (60) days from which the
4 feedback was received.
5

6 **REMOVAL OF LIBRARY MATERIALS**

7 If it is determined that the material is not appropriate for the age and maturity levels of the
8 students who have access to them or is not suitable for, and consistent with, the educational
9 mission of the school, the material shall be removed from the library 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~~

- Board of Education, Island Trees Union Free School District No. 26 v. Pico*, 457 U.S. 853, 102 S. Ct. 2799 (1982); TCA 49-6-3803
2. Public Acts of 2024, Chapter No. 782
3. TCA 39-17-90
4. TCA 49-6-3803

Cross References

- Textbooks and Instructional Materials 4.400
- Checklist for Reconsideration of Library Materials 4.403.2
- Request for Reconsideration of Library Materials 4.403.3
- School and System Websites 4.407
- Controversial Materials 4.801

Cheatham County Board of Education

Monitoring: Review: Annually, in December	Descriptor Term: Promotion and Retention	Descriptor Code: 4.603	Issued Date: 02/01/24
		Rescinds: 4.603	Issued: 05/02/19

First Reading
8/8/2024

1 *General*

2 All promotion and retention decisions shall be made on a case-by-case basis and comply with state and
3 federal law. All decisions shall be made in consultation with a student’s IEP and/or 504 team, if
4 applicable.¹

5 **PROMOTION¹**

6 ~~The director of schools/designee shall promote students to the next grade level based on the successful~~
7 ~~completion of required academic work and on the satisfactory progress in each of the relevant~~
8 ~~academic areas. However, no student enrolled in the third grade shall be promoted unless the student~~
9 ~~has shown a basic understanding of curriculum and the ability to perform the skills required in the~~
10 ~~subject of reading as demonstrated by the student's grades or standardized test results. This~~
11 ~~requirement shall not apply to students who are participating in a board approved, research-based~~
12 ~~intervention prior to the beginning of the next school year or to students who have an individualized~~
13 ~~education program (IEP).²~~

14 Students who have difficulty in achieving the requirements for promotion may be considered for
15 retention. Schools shall identify these students by February 1st. Factors used to identify students for
16 retention shall include:¹

- 17 1. The student’s ability to perform at the current grade level;
- 18
- 19 2. The results of local assessments, screening, or monitoring tools;
- 20
- 21 3. State Assessments, as applicable;
- 22
- 23 4. The overall academic achievement of the student;
- 24
- 25 5. The student’s chance for success with more difficult material if promoted to the next grade;
- 26
- 27 6. Attendance record; and
- 28
- 29 7. Social and emotional maturity.
- 30
- 31 8. Home Literacy Reports.³

1 Students may be identified for retention after the February 1st deadline if the delay in identifying a
2 student is due to:

3 1. Date of enrollment; or

4 2. Additional information acquired after results of local assessment, screening, or monitoring are
5 released.

6 VOLUNTARY RETENTION

7 A parent/guardian of a student enrolled in kindergarten through second grade may choose
8 to retain his/her student in the current grade level if:

9 1. The student has a documented academic or behavioral delay; and

10 2. The parent/guardian believes that retention may benefit the student.⁵

11

12 PROMOTION PLANS⁵⁻⁶

13 When a student is considered for retention, the student's parent(s)/guardian(s) shall be notified within
14 fifteen (15) days, and an individualized promotion plan shall be developed to help the student avoid
15 retention. The plan shall be developed in coordination with the student's teachers, IEP or 504 team, if
16 applicable, and may also include input from the student's parent(s)/guardian(s), school counselor, or
17 other appropriate school personnel. ~~A copy of the plan will be provided to the student's~~
18 ~~parent(s)/guardian(s).~~

19 Promotion plans shall incorporate evidence-based strategies, including expectations and measurements
20 that will verify whether a student has made sufficient progress to be promoted to the next grade level,
21 and be tailored to the student's learning needs. Promotion plans for students in third and fourth grade
22 will include additional requirements for promoting students in these grades. A copy of the plan will be
23 provided to the student's parent(s)/guardian(s), and the school shall offer the opportunity for a parent-
24 teacher conference to discuss the plan. If a student is not making progress on the promotion plan, then
25 the strategies shall be modified. Parent(s)/guardian(s) shall be provided with any changes to the
26 promotion plan.

27 A student who demonstrates sufficient academic progress according to his/her promotion plan shall be
28 promoted to the next grade level unless retention is required per additional requirements for students in
29 third and fourth grade.⁶⁻⁷

30 If a student has not demonstrated sufficient academic progress according to his/her promotion plan by
31 the end of the school year, the student shall be eligible to enroll in a summer reading or learning
32 program, if available. Parent(s)/guardian(s) shall be notified of a decision for retention at least ten (10)
33 calendar days prior to the start of the next school year if the student was enrolled in a summer program.
34 However, if the student wasn't enrolled in a summer program, the parent(s)/guardian(s) shall be

1 notified of a decision for retention at least thirty (30) calendar days prior to the start of the next school
2 year.⁷⁻⁸

3 ~~The director shall develop procedures governing how decisions on retention will be made after the~~
4 ~~student begins work on his/her individualized promotion plan.~~

5 ~~K—3 Reading Notification~~

6 ~~If it is determined through a student’s overall performance or a state or local assessment that a student~~
7 ~~in grades kindergarten through three (K-3) is not meeting grade-level standards in reading, the~~
8 ~~student’s parent(s)/guardian(s) shall be notified within fifteen (15) calendar days of such~~
9 ~~determination.~~

10 **RETENTION¹⁻⁷**

11 A student may be retained when such retention is in the best interest of the student or when retention is
12 required per additional requirements for students in third and fourth grade.

13 *Decision of Retention – General⁸⁻⁹*

14 If a student is retained, the Director of Schools/designee shall develop an individualized academic
15 remediation plan within thirty (30) calendar days after the beginning of the next school year. A copy of
16 the plan shall be provided to the student’s parent(s)/guardian(s) within ten (10) days of its
17 development. This plan shall include at least one of the following strategies:

- 18 1. Adjustment to the current instructional strategies or materials;
- 19
- 20 2. Additional instructional time;
- 21
- 22 3. Individual tutoring ~~outside of school hours~~;
- 23
- 24 4. Modification to the student’s classroom assignment to ensure the student receives
25 instruction from a highly effective teacher; with a level of overall effectiveness of above
26 expectations (level 4) or significantly above expectations (level 5); or
- 27
- 28 5. Attendance or truancy interventions.

29 A student shall not be retained more than once in any grade. The progress of students who are retained
30 shall be closely monitored and reported to parent(s)/guardian(s) at least three (3) times during the
31 school year in which the student is retained. The Director of Schools shall develop procedures to
32 ensure appropriate recordkeeping of students who are retained.

33 *Decision of Retention – Third Grade⁹⁻¹⁰*

34 Third grade students shall not be promoted to the next grade unless they are determined to be
35 proficient (i.e., receive a performance level rating of “on track” or “mastered”) in English language arts
36 (ELA) based on the student’s most recent TCAP test.

- 1 Students who are not proficient in ELA may still be promoted if the following conditions are met:
- 2 1. A student in third grade receiving a performance level rating of “approaching” on the ELA
3 portion of the student’s most recent TCAP test may be promoted if:
4
- 5 a. The student is an English language learner and has received less than two (2) full years
6 of ELA instruction;
 - 7 b. The student was previously retained in grades K-3;
 - 8 c. The student is retested before the next school year and scores proficient in ELA;
 - 9 d. The student attends a learning loss bridge camp before the next school year, maintains a
10 ninety percent (90%) attendance rate, and demonstrates adequate growth on the post-
11 test at the end of the camp;
 - 12 e. The student receives tutoring for the entirety of the next school year in accordance with
13 state law; or
 - 14 f. Beginning with the 2023-2024 school year, the student demonstrates proficiency in
15 ELA standards by scoring within the fiftieth percentile on the most recently
16 administered state-provided benchmark assessment and the district provides tutoring
17 services to the student during the entire fourth grade school year and notifies the
18 student’s parent(s)/guardian(s), in writing, of the benefits of enrolling the student in
19 summer programming.
20
- 21 2. A student in third grade receiving a performance level rating of “below” on the ELA portion of
22 the student’s most recent TCAP test may be promoted if:
23
- 24 a. The student is an English language learner and has received less than two (2) full years
25 of ELA instruction;
 - 26 b. The student was previously retained in grades K-3;
 - 27 c. The student is retested before the next school year and scores proficient in ELA; or
 - 28 d. The student attends a learning loss bridge camp before the next school year, maintains a
29 ninety percent (90%) attendance rate, and receives tutoring for the entirety of the next
30 school year in accordance with state law.

31 *Decision of Retention – Fourth Grade*⁹⁻¹⁰

32 ~~Students in the following categories shall show adequate growth in the following ways before being~~
33 ~~promoted to the fifth grade:~~

- 34 ~~1.—A student who is promoted to the fourth grade due to receiving tutoring for the entirety of the~~
35 ~~next school year in accordance with state law or because of attending a learning loss bridge~~
36 ~~camp must maintain a ninety percent (90%) attendance rate; and~~
37
- 38 ~~2.—A student receiving tutoring for the entirety of the next school year in accordance with state law~~
39 ~~shall be required to show adequate growth on the fourth grade ELA portion of TCAP before the~~
40 ~~student may be promoted to fifth grade.~~

41 ~~A student shall not be retained more than once in fourth grade.~~

1 Students in the following categories may be promoted to fifth grade if they demonstrate adequate
2 growth on the fourth-grade ELA portion of the TCAP test:

3 1. A student who was promoted to fourth grade due to receiving tutoring for the entirety of the fourth-
4 grade school year; and

5 2. A student who was promoted to fourth grade due to attending a learning loss bridge camp while
6 maintaining a ninety percent (90%) attendance rate and receiving tutoring for the entirety of the fourth
7 grade school year.

8 If a student that was promoted to fourth grade under one of the provisions above does not demonstrate
9 adequate growth on the fourth-grade ELA portion of the TCAP test, then the following shall occur:

10 1. The student's principal shall convene a conference consisting of the following parties: the student's
11 parent(s)/legal guardian, the student's ELA teacher, and the student's principal.

12 2. The conference shall review the student's fourth grade ELA performance to determine if the student
13 should be promoted to fifth grade.

14 3. At the conclusion of the conference, a majority of the parties shall agree to one of the following:

15 a. The student will be promoted to fifth grade and be assigned a tutor for the entirety of the student's
16 fifth-grade year; or

17 b. The student will be retained in fourth grade. A student shall not be retained more than once in fourth
18 grade.

19

20 *Decision of Retention – Students with Disabilities*¹⁰⁻¹¹

21 Retention and promotion decisions shall be made on a case-by-case basis and in consultation with the
22 student's IEP and/or 504 team to determine whether the student's performance on the ELA portion of
23 TCAP was due to the student's disability. The school district shall not retain a student with a disability
24 or a suspected disability that impacts their ability to read.

25 **APPEALS**^{7,11-8,12}

26 When a student is identified for retention, the parent(s)/guardian(s) shall be notified about the decision
27 to retain the student and provided with information on the right to appeal the decision. Appeals shall be
28 made to a committee appointed by the principal within ~~five (5)~~ **ten (10)** business days. The student and
29 his/her parent(s)/guardian(s) shall be provided written or actual notice of the appeal hearing and shall be
30 given the opportunity to address the committee. The committee shall conduct a hearing within five (5)
31 business days to determine if the student will be promoted and issue such decision within ~~five (5)~~ **three**
32 **(3)** business days. Upon notification of the committee decision, the principal shall send written
33 notification to the Director of Schools/designee and the parent(s)/guardian(s). The notification shall

- 1 advise parent(s)/guardian(s) of their right to appeal such action within ~~five (5)~~ **ten (10)** business days to
 2 the Director of Schools/designee.
- 3 The appeal shall be heard no later than ten (10) business days after the request for appeal is received. A
 4 decision shall be issued within three (3) business days.
- 5 Within five (5) business days of the Director of Schools/designee rendering a decision, the student's
 6 parent(s)/guardian(s) may request a hearing by the Board, and the Board shall review the record.
 7 Following the review, the Board may affirm or overturn the decision of the Director of Schools/designee.
 8 The action of the Board shall be final.
- 9 For students where retention is required per the additional requirements for students in third and fourth
 10 grade, parent(s)/guardian(s) may appeal this decision in accordance with state law.¹²⁻¹³

 Legal References

1. ~~State Board of Education Policy 3.300; TRR/MS 0520-01-03-.05(3)(b)~~
2. ~~TCA 49-6-3115; 20 USCA § 1400 et seq.~~
3. ~~20 USCA § 1400 et seq.; 29 U.S.C. § 794 (Section 504); TRR/MS 0520-01-03-.16; TCA 49-6-3115~~
4. ~~TRR/MS 0520-01-03-.16(5)~~
5. ~~TCA 49-1-905(e)~~
6. ~~TRR/MS 0520-01-03-.16(4)~~
7. ~~TRR/MS 0520-01-03-.16(6)~~
8. ~~TRR/MS 0520-01-03-.16(6)(f)~~
9. ~~TRR/MS 0520-01-03-.16(6)(e)~~
10. ~~TRR/MS 0520-01-03-.16(6)(g)~~
11. ~~TRR/MS 0520-01-03-.16(7)~~
12. ~~29 U.S.C. § 794 (Section 504); 20 USCA § 1400 et seq.; TRR/MS 0520-01-03-.16(7)(e)~~
13. ~~TRR/MS 0520-01-03-.16(3); TRR/MS 0520-01-02-.17(7); TCA 49-6-3102(e)(1)~~
14. ~~TRR/MS 0520-01-03-.16(7)(f)~~

1. 20 USCA § 1400 et seq.; 29 U.S.C. § 794 (Section 504); TRR/MS 0520-01-03-.16; TCA 49-6-3115
2. TRR/MS 0520-01-03-.16(5)
3. TCA 49-1-905(e)
4. TRR/MS 0520-01-03-.16(4)
5. Public Acts of 2024, Chapter No. 829
6. TRR/MS 0520-01-03-.16(6)
7. TRR/MS 0520-01-03-.16(6)(f)
8. TRR/MS 0520-01-03-.16(6)(e)

 Cross References

- Credit Recovery 4.210
- Grading System 4.600
- Reporting Student Progress 4.601
- Promotion and Retention 4.603.1
- Attendance 6.200
- Student Assignments 6.205
- Student Records 6.600

9. TRR/MS 0520-01-03-.16(6)(g)
10. TRR/MS 0520-01-03-.16(7)
11. 29 U.S.C. § 794 (Section 504); 20 USCA § 1400 et seq.; TRR/MS 0520-01-03-.16(7)(e); Public Acts of 2024, Chapter No. 989
12. TRR/MS 0520-01-03-.16(3); TRR/MS 0520-01-02-.17(7); TCA 49-6-3102(e)(1)
13. TRR/MS 0520-01-03-.16(7)(f)

Cheatham County Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Physical Assault Leave	Descriptor Code: 5.307	Issued Date: 10/05/23
	First Reading 8 8 2024	Rescinds: 5.307	Issued: 07/11/16

1 *General*

2 **Employees shall be notified of their right to report a physical assault to the appropriate law enforcement**
3 **agency.¹**

4 ~~A teacher~~ **An employee** who is absent from assigned duties as a result of personal injury caused by
5 physical assault or other violent criminal acts committed in the course of the ~~teacher's~~ **employee's**
6 employment duties shall receive his/her full salary and full benefits until the ~~teacher~~ **employee** is released
7 by his/her physician to return to work or his/her physician determines the ~~teacher~~ **employee** is
8 permanently unable to return to work. **Hourly employees shall receive an amount representing the**
9 **average number of hours the employee works for the district per pay period along with their full benefits,**
10 **if available, until the employee is released by his/her physician to return to work or his/her physician**
11 **determines the employee is permanently unable to return to work. An hourly employee is not eligible**
12 **to receive the continued pay and benefits if he/she has been employed by the district for less that one (1)**
13 **full pay period.²**

14 If the ~~teacher~~ **employee** receives workers' compensation or other similar benefits, the Board shall pay
15 the difference between that amount and the ~~teacher's~~ **employee's** full salary or average pay, as
16 applicable.⁺² **The district shall pay the full salary or average salary, or the difference between the**
17 **employee's full salary or average pay, as applicable, and the workers' compensation or similar benefits,**
18 **if any, for up to one (1) year.**

19 **PHYSICIAN STATEMENT**

20 A signed statement listing the cause of the absence shall be provided by the employee on forms
21 furnished by the Director of Schools and shall promptly be given to the immediate supervisor in
22 support of all claims. A certificate from the physician on forms furnished by the Director of Schools
23 may also be required to verify the extent of the injury.²⁻³

Legal References

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

Cross References

- Worker's Compensation 3.60
- Sick Leave 5.302
- Long Term Leaves of Absence 5.304

- 24 1. Public Acts of 2024, Chapter No. 915
- 25 2. TCA 49-5-714(a); Public Acts of 2024, Chapter No.
- 26 839
- 27 3. TRR/MS 0520-01-02-.04(4)(b)

Cheatham County Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: <h2 style="text-align: center;">Substitute Teachers</h2>	Descriptor Code: 5.701	Issued Date: 03/02/23
	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b style="color: red;">First Reading 8 8 2024 </div>	Rescinds: 5.701	Issued: 10/06/22

1 Substitute teachers are those teachers used to replace teachers on leave or to fill temporary vacancies.^{1,2}
 2 Substitute teachers may be employed and paid directly by the board of education or by a third party
 3 public or private employer through an agreement between such third party employer and the board of
 4 education.

5 Substitute teachers employed by third party entities shall be subject to the same unemployment benefit
 6 eligibility conditions as substitute teachers employed directly by the board of education.²

7 **APPLICATION/QUALIFICATIONS**

8 Criminal history record checks and fingerprinting of applicants for substitute teaching are required.³

9 Applicants with revoked licenses or certificates according to the Department of Education shall not be
 10 hired.⁴

11 Qualifications for substitute teachers shall be determined by the director of schools in compliance with
 12 state laws and regulations.

13 A list of substitute teacher(s) will be prepared by the **D**irector of **S**chools or designee who will maintain
 14 file(s) which may include transcripts, credentials, recommendations, and other pertinent information.

15 **COMPENSATION**

16 If employed directly by the board of education, the compensation of substitute teachers shall be
 17 determined annually by the board.

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

21 **CERTIFICATION**

22 When substituting for a regular teacher who has been absent for twenty (20) consecutive days, a
 23 substitute teacher must possess a teaching certificate with endorsement in the discipline(s) to be taught
 24 **or shall be a retired teacher that held the appropriate endorsement.**^{5 6} When substituting for a teacher
 25 without sick leave, the substitute shall be certified and paid according to the state salary schedule.¹

26 ~~Retired teachers may substitute one hundred twenty (120) days per year without loss of retirement ben-~~
 27 ~~efits¹ and may substitute for additional days if the director of schools certifies in writing to the division~~
 28 ~~of retirement that no other qualified personnel are available to substitute teach.⁶~~

1 EMERGENCY NEEDS

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

5 Said substitutes shall receive the proportionate equivalent salary regular substitute teachers would
6 receive under similar circumstances or their regular salary, if higher; however, they shall not receive pay
7 for both positions at the same time.

8 TRAINING AND ORIENTATION

9 The Director of Schools or designee shall be responsible for ensuring that there are appropriate training
10 and development programs for substitute teachers that includes the annual school safety training required
11 by state law⁷.

12 RESPONSIBILITIES

13 Substitute teachers shall assume the same responsibilities as the regular teacher, including, but not
14 limited to, bus duty and playground supervision.

15 RE-EMPLOYMENT/TERMINATION

16 On an annual basis, the Director of Schools, with input from the principals, shall determine which
17 substitute teachers performed at an acceptable level. Substitute teachers who performed below an
18 acceptable level shall not be re-employed.

19 All substitutes shall be responsible for providing correct addresses and phone numbers and for notifying
20 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)(C)
5. TCA 49-3-312(b)
6. TCA 49-3-312(a); TRR/MS 0520-01-02-.04(5)(b)
7. Public Acts of 2024, Chapter No. 735; TCA 49-6-805(7)

Cross References

- Arrangements for Substitute Teachers 5.701.1
Performance Report for Substitute Teachers 5.701.2
Background Investigations 5.118
Employment of Retirees 5.119

Cheatham County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Employment of Retirees	Descriptor Code: 5.119	Issued Date: 09/07/23
		Rescinds: 5.119	Issued: 10/06/22

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

9 **GENERAL EMPLOYMENT CONTRACTS**

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

- 12 1. The retired teacher shall hold a valid license and shall not be entitled to tenure status;
13
14 2. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or
15 receive medical insurance coverage; and
16
17 3. The salary paid to the retired teacher shall not be less than the rate of compensation set by the
18 Board for teachers with no experience filling similar positions or more than eighty-five percent
19 (85%) of the rate of compensation set by the Board for teachers with comparable training and
20 years of experience filling similar positions.

21 **ADDITIONAL EMPLOYMENT OPTION FOR RETIREES³**

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

- 25 1. The retired member has been retired for at least sixty (60) calendar days;
26
27 2. The retirement benefit payable to the retired member is reduced to seventy percent (70%) of the
28 retirement allowance;
29

- 1 3. The retired member's employment can't be longer than a one (1) year period; however, the
 - 2 retired member can be reemployed for additional one (1) year periods;
 - 3
 - 4 4. The retired member is not drawing disability retirement benefits; and
 - 5
 - 6 5. The retired member can't accrue additional retirement benefits.
 - 7
- 7 The Director of Schools shall notify TCRS of the member's reemployment.
- 8 Once the retired member is hired by the district, the district shall pay TCRS as prescribed by state law.
- 9 The school district shall pay to TCRS during the period of reemployment the greater of (1) a payment
- 10 equal to the amount the school district would have contributed to TCRS; or (2) an amount equal to five
- 11 percent (5%) of the retired member's pay rate.

Legal References

1. TCA 8-36-805, Public Acts of 2023, Chapter No. 425
2. TCA 8-36-821, Public Acts of 2023, Chapter No. 425
3. TCA 8-36-822; Public Acts of 2023, Chapter No. 425

Cross References

Application and Employment 5.106
Employment Options for Retirees 5.119.1
Substitute Teachers 5.701

Cheatham County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: <h2 style="text-align: center;">School Admissions</h2>	Descriptor Code: 6.203	Issued Date: 02/01/24
	First Reading 8 8 2024	Rescinds: 6.203	Issued: 04/04/16

1 Any student entering school for the first time must present:

2 1. A birth certificate or officially acceptable evidence of date of birth at the time of registration;¹

3 2. Evidence of a current medical examination.² ~~There shall be a complete medical examination of~~
4 ~~every student entering school for the first time; and~~

5 3. Evidence of state-required immunization ~~or exemption as authorized by law.~~³

6 The name used on the records of a student entering school must be the same as that shown on the birth
7 certificate unless evidence is presented that such name has been legally changed through a court as
8 prescribed by law. If the parent does not have or cannot obtain a birth certificate, then the name used
9 on the records of such student will be the same as that shown on documents which are acceptable to
10 the school principal as proof of date of birth.⁴

11 A child whose care, custody and support have been assigned to a resident of the district by a power of
12 attorney, or similar document of legal effect as recognized by another state court, tribunal jurisdiction
13 or order of the court shall be enrolled in school provided appropriate documentation has been filed with
14 the district office.⁵

15 A student may transfer into the school system at any time during the year if his/her parent(s) or legal
16 guardian moves his/her residence into the school system.

17 **ADJUDICATED DELINQUENT STUDENT** ⁶

18 If a student has at any time been adjudicated delinquent for any offense listed in TCA 49-6-3051(b),
19 the parents/guardians and a school administrator of any school having previously received similar
20 notice from the juvenile court or another source, shall provide to the school principal/designee, the
21 abstract provided under TCA 37-1-153 or TCA 37-1-154 or other similar written information. ~~when~~
22 ~~any such student:~~ A principal or principal's designee may ask a parent/guardian in writing if their
23 student has been adjudicated delinquent for an offense listed in TCA 49-6-3051 within thirty (30) days
24 of the student first enrolling in the school and when any such student:

25 (1) Initially enrolls in an LEA;

26 (2) Resumes school attendance after suspension, expulsion or adjudication of delinquency; or

27 (3) Changes schools within this state.

- 1 This information shall be shared only with school employees who have responsibility for classroom
 2 instruction of the student and the school counselor, social worker or psychologist who is developing a
 3 plan for the child while in the school, and the school resource officer. Such information is otherwise
 4 confidential and shall not be released to others, and the written notification shall not become a part of
 5 the student's record.⁶⁻⁷

Legal References

1. ~~TCA 49-6-3008(b)~~
2. ~~TRR/MS 0520-01-03-.08(2)(a)~~
3. ~~TCA 49-6-5001(e)~~
4. ~~TCA 49-6-3001(e)(6); TCA 37-1-131(a)(2)~~
5. ~~TCA 49-6-3001(e)(6)~~
6. ~~TCA 49-6-3051~~

1. TCA 49-6-3008(b)
2. TRR/MS 0520-01-13-.01(1)(a); 20 USCA § 1232h(c)
3. TCA 49-6-5001(c)
4. TCA 49-6-5106
5. TCA 49-6-3001(c)(6)
6. TCA 37-1-153(e), 154; TCA 49-6-3051; Public Acts of 2024, Chapter No. 721
7. TCA 49-6-3051(d)

Cross Reference

~~School Admission Requirements 6.203.3~~
~~Proof of in-County Residency 6.203.4~~

Admission of Suspended/Expelled Students 6.318
 Homeless Students 6.503
 Migrant Students 6.504
 Students in Foster Care 6.505
 Students from Military Families 6.506

Cheatham County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: <h2 style="margin: 0;">Zero Tolerance Offenses</h2>	Descriptor Code: 6.309	Issued Date: 10/05/23
	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> First Reading 8 8 2024 </div>	Rescinds: 6.309	Issued: 10/01/20

1 In order to ensure a safe and secure learning environment, the following offenses shall not be
 2 tolerated:¹

- 3 1. Bringing to school or being in unauthorized possession of a firearm on school property;²
- 4 2. Unlawful possession of any drug, including any controlled substance, controlled substance
 5 analogue, or legend drug on school grounds or at a school-sponsored event;³
- 6 3. Aggravated assault;⁴ ~~or~~
- 7 4. Assault that results in bodily injury⁵ upon any teacher, principal, administrator, any other
 8 employee of the school, or school resource officer.
- 9 5. **Valid** threats of mass violence on school property or at a school-related activity **as**
 10 **determined by a threat assessment team.**⁶

11 Committing any of these offenses shall result in a student being expelled from the regular school
 12 program for at least one (1) calendar year unless modified by the Director of Schools. Modification of
 13 the length of time shall be granted on a case-by-case basis. Students that commit zero tolerance
 14 offenses may be assigned to an alternative school or program at the discretion of the Director of
 15 Schools.⁶⁻⁷

16 When it is determined that a student has violated this policy, the principal shall notify the student's
 17 parent(s)/guardian(s) and the criminal justice or juvenile delinquency system as required by law.⁷⁻⁸

Legal References

1. ~~TCA 49-6-3401(g)~~
2. ~~18 USCA § 921(a)(3); 20 USCA § 7961~~
3. ~~TCA 39-17-454; TCA 53-10-101~~
4. ~~TCA 39-13-102~~
5. ~~TCA 39-13-101(a)(1)~~
6. ~~TCA 39-16-517; Public Acts of 2023, Chapter No. 299~~
7. ~~TCA 49-6-3401(g)(2); TCA 49-6-3402~~
8. ~~TCA 49-6-4209; TCA 39-17-1312; 20 USCA § 7961(h)(1)~~
1. TCA 49-6-3401(g)
2. 18 USCA § 921(a)(3); 20 USCA § 7961
3. TCA 39-17-454; TCA 53-10-101
4. TCA 39-13-102
5. TCA 39-13-101(a)(1)
6. TCA 39-16-517; TCA 49-6-3401(g)(2)(D); Public Acts of 2024, Chapter No. 882
7. TCA 49-6-3401(g)(2); TCA 49-6-3402
8. TCA 49-6-4209; TCA 39-17-1312; 20 USCA § 7961(h)(1); Public Acts of 2024, Chapter No. 882

Cross References

- Threat Assessment Team 3.204**
 Code of Conduct 6.300
 Drug-Free Schools 6.307
 Suspension 6.316
 Student Disciplinary Hearing Authority 6.317
 Alternative Education 6.319
 Safe Relocation of Students 6.4081

Cheatham County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: <h2 style="margin: 0;">Suspension</h2>	Descriptor Code: 6.316	Issued Date: 10/01/20
	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> First Reading 8 8 2024 </div>	Rescinds: 6.316	Issued: 05/01/17

1 *General*

2 A principal may suspend a student from attendance in a specific class or school related activity without
 3 suspending the student from attendance at school. Based on the severity of the offense, a principal may
 4 suspend a student from attendance at school and all school activities.

5 Students may be suspended for good and sufficient reasons including, but not limited to:¹

- 6 1. Willful and persistent violation of the rules of the school;
- 7 2. Immoral or disreputable conduct, including vulgar or profane language;
- 8 3. Violence or threatened violence against the person of any personnel attending or assigned to any
 9 school;
- 10 4. Willful or malicious damage to real or personal property of the school, or the property of any
 11 person attending or assigned to the school;
- 12 5. Inciting, advising or counseling of others to engage in any of the action that would justify
 13 suspension;
- 14 6. Marking, defacing, or destroying school property;
- 15 7. Possession of a pistol, gun or firearm on school property;²
- 16 8. Possession of a knife or other weapons, as defined in state law, on school property;³
- 17 9. Assaulting a principal, teacher, school bus driver or other school personnel with vulgar, obscene
 18 or threatening language;
- 19 10. Unlawful use or possession of barbital or legend drugs, as defined in state law;⁴
- 20 11. Engaging in behavior which disrupts a class or school-sponsored activity;
- 21 12. Making a threat, including a false report, to use a bomb, dynamite, or any other deadly
 22 explosive or destructive device including chemical weapons on school property or at a school
 23 sponsored event;
- 24 13. One (1) or more students initiating a physical attack on an individual student on school property
 25 or at a school activity, including travel to and from school;

- 1 14. Assault against a school employee as defined in state law;⁶
- 2 15. Off-campus criminal behavior resulting in felony charges;
- 3 16. When behavior poses a danger to persons or property or disrupts the educational process; or
- 4 17. Any other conduct prejudicial to good order or discipline in any school.

5 Except in an emergency, a principal shall not suspend any student until that student has been advised
6 of the nature of his/her misconduct, questioned about it, and allowed to give an explanation.

7 If as a result of an investigation, a principal/designee finds that a student acted in self-defense under a
8 reasonable belief that the student, or another to whom the student was coming to the defense of, may
9 have been facing the threat of imminent danger of death or serious bodily injury, then the student may
10 not face any disciplinary action.⁵

11 When a student is suspended, the principal shall notify the parent(s)/guardian(s) and the Director of
12 Schools/designee of the following:

- 13 1. Student's suspension;
- 14 2. Cause for the suspension; and
- 15 3. Any conditions for readmission which may include a meeting of the parent(s)/guardian(s),
16 student, and the principal.

17 If a student is suspended during the last ten (10) days of any term or semester, he/she shall be
18 permitted to take such final examinations or submit such required work as necessary to complete the
19 course of instruction for that semester, subject to conditions prescribed by the principal.⁶

20 **IN-SCHOOL SUSPENSION⁷**

21 In-school suspension shall be offered to students as an alternative program (if applicable) to complete
22 academic assignments and receive credit for work completed.

23 Students given an in-school suspension in excess of one (1) day from classes shall attend special
24 classes attended only by students guilty of misconduct or be placed in an isolated area appropriate for
25 study. Personnel responsible for in-school suspension shall ensure that each student is supervised at all
26 times and has textbooks and classwork assignments from his/her regular teachers.

27 **SUSPENSIONS LONGER THAN FIVE DAYS⁸**

28 If a suspension is longer than five (5) days, the principal shall develop and implement a plan for
29 improving the student's behavior.

30 **SUSPENSIONS LONGER THAN TEN DAYS⁹**

31 If the principal suspends a student for longer than ten (10) days, he/she shall immediately give written
32 notice to the parent(s)/guardian(s) and the student of the right to appeal the decision. All appeals shall

1 be filed within five (5) days of receipt of the notice. These appeals may be filed by the
 2 parent(s)/guardian(s), the student, or any person holding a teaching license who is employed by the
 3 school district if requested by the student.

4 The appeal from this decision shall be to the Disciplinary Hearing Authority appointed by the Board. If
 5 a Disciplinary Hearing Authority has not been appointed, then the appeal shall be to the Board.

6

7 **SCHOOL SPONSORED EVENTS⁶**

8 **If a student assaults and employee, he/she shall be suspended from school-sponsored events for one (1)**
 9 **calendar year unless modified by the Director of Schools. A school-sponsored event is an activity that**
 10 **is not directly related to a student's grade in a course of instruction.**

Legal References

1. ~~TCA 49-2-203(a)(7); TCA 49-6-3401(a)~~
2. ~~TCA 39-17-1309(b)~~
3. ~~TCA 39-17-1309~~
4. ~~TCA 53-10-101; TCA 39-17-454~~
5. ~~TCA 49-6-3401(i)~~
6. ~~TCA 49-6-3401(d)~~
7. ~~TCA 49-6-3401(b)(1)~~
8. ~~TCA 49-6-3401(e)(3)~~
9. ~~TCA 49-6-3401(a)(c); Goss v. Lopez, 419 U.S. 565 (1975); 20 USCA § 1415~~

Cross References

- Traffic and Parking Controls 3.403
- Code of Conduct 6.300
- Procedural Due Process 6.302
- Interference/Disruption of School Activities 6.306
- Drug-Free Schools 6.307
- Bus Safety and Conduct 6.308
- Zero Tolerance Offenses 6.309
- Dress Code 6.310
- Student Disciplinary Hearing Authority 6.317
- Alternative Education 6.319

- 11 1. TCA 49-2-203(a)(7); TCA 49-6-3401(a)
- 12 2. TCA 39-17-1309(b)
- 13 3. TCA 39-17-1309
- 14 4. TCA 53-10-101; TCA 39-17-454
- 15 5. Public Acts of 2024, Chapter No. 882
- 16 6. Public Acts of 2024, Chapter No. 915; TCA 39-13-
- 17 101
- 18 7. TCA 49-6-3401(i)
- 19 8. TCA 49-6-3401(d)
- 20 9. TCA 49-6-3401(b)
- 21 10. TCA 49-6-3401(c)(3)
- 22 11. TCA 49-6-3401(a)-(c); Goss v. Lopez, 419 U.S. 565
- 23 (1975); 20 USCA § 1415

Cheatham County Board of Education			
Monitoring: Review: Annually, in April	Descriptor Term: Admission of Suspended or Expelled Students	Descriptor Code: 6.318	Issued Date: 10/06/22
	First Reading 8 8 2024	Rescinds: 6.318	Issued: 04/04/16

1 The Board may deny admission of any student (except those in state custody) who has been expelled
 2 or suspended from another school system in Tennessee or another state even though the student has
 3 established residency in the system in which he/she seeks enrollment.

4 After a request for enrollment is made, the Director of Schools shall investigate the facts surrounding
 5 the suspension/expulsion from the former school system ~~and make a recommendation to the Board to~~
 6 ~~approve or deny the request.~~ The principal may ask the parent(s)/guardian(s) in writing if their student
 7 has been adjudicated delinquent for an offense listed in TCA 49-6-3051 and submit any records to the
 8 Director of Schools.¹ Based on the results of the investigation, the Director of Schools or designee shall
 9 make a recommendation to the Student Disciplinary Hearing Board to approve or deny the request.

10 The ~~Board~~ Student Disciplinary Hearing Board shall not deny enrollment beyond the length of the
 11 imposed suspension/expulsion.

12 A student may be dismissed if it is determined subsequent to the enrollment that the student has been
 13 suspended or expelled from the former school system.¹

Legal References	Cross References
1. TCA 49-6-3401(f); Public Acts of 2022, Chapter No. 868; 20 USCA § 1232g(b)(4), (h)	School Admissions 6.203 Student Records 6.600-604

14 1. Public Acts of 2024, Chapter No. 721
 15 2. TCA 49-6-3401(f); 20 USCA § 1232g(b)(4), (h)

Cheatham County Board of Education			
Monitoring: Review: Annually, in April	Descriptor Term: Grading System	Descriptor Code: 4.600	Issued Date: 07/07/22
	First Reading 8 8 2023	Rescinds: 4.600	Issued: 03/04/19

1 The director of schools shall develop an administrative procedure to establish a system of grading and
 2 assessment for evaluating and recording student progress and to measure student performance in
 3 conjunction with board-adopted content standards for grades K-8. The grading/assessment system shall
 4 follow all applicable statutes and rules and regulations of the State Board of Education. The
 5 grading/assessment system shall be uniform district-wide at comparable grade levels, except that the
 6 director of schools shall have the authority to establish and operate ungraded and/or unstructured classes
 7 in grades K-3 according to state rules and regulations.¹

8 The director of schools shall submit a copy of the grading, reporting and assessment systems to the board
 9 before the system is implemented.² These guidelines shall be communicated annually to students and
 10 parents/guardians.¹

11 Conduct grades are based on behavior and shall not be deducted from scholastic grades.

12 **GRADING SYSTEM: GRADES NINE - TWELVE (9-12)¹**

13 Schools teaching grades nine (9) through twelve (12) shall use the uniform grading system established
 14 by the State Board of Education. Using the uniform grading system, students’ grades shall be reported
 15 for the purposes of application for post-secondary financial assistance administered by the Tennessee
 16 Student Assistance Corporation.

17 Subject-area grades shall be expressed by the following letters with their corresponding percentage
 18 range:

- 19 • A (90-100)
- 20 • B (80-89)
- 21 • C (70-79)
- 22 • D (60-69)
- 23 • F (0-59)

24 This grading system shall be uniform throughout the school system for each grade.

25 Advanced coursework grades will be weighted with additional percentage points to calculate the
 26 semester average. Depending on the course taken, the following percentage points will be assigned:

- 27 • Honors Courses – three (3) percentage points;
- 28 • Local and Statewide Dual Credit, Capstone Industry Certification Aligned, ~~and Dual Enrollment~~
 29 ~~Courses~~ – four (4) percentage points; and

- 1 • Advanced Placement, Cambridge International, College Level Exam Program (CLEP), and
2 International Baccalaureate Courses, **–and Dual Enrollment Courses** – five (5) percentage
3 points.

4 **LOTTERY SCHOLARSHIPS³**

5 Each school counselor shall provide incoming freshman with information on college core courses
6 required for lottery scholarships as well as necessary criteria (grade point average, ACT, and SAT score,
7 etc.) that must be met in order to receive a scholarship.

8 Seniors may apply for the Tennessee HOPE Scholarship by completing the Free Application for Federal
9 Student Aid (FAFSA). The FAFSA is available at the guidance office or online at www.fafsa.ed.gov.
10 Students shall be made aware of all applicable FAFSA deadlines and encouraged to submit applications
11 in a timely manner.

12 Elementary and Middle school counselors should explain the HOPE Scholarship and its requirements to
13 their students and impress upon them the benefits of making good grades.

14 **LOTTERY SCHOLARSHIP DAY**

15 Each school year, prior to scheduling courses for the following school year, schools teaching students in
16 grades 8-11 shall conduct a lottery scholarship day for students and their parents.⁴

Legal References

1. TRR/MS 0520-01-03-.02, State Board of Education Policy 3.301; Public Acts of 2022, Chapter No. 1080
2. TCA 49-2-203(b)(7); TCA 49-2-301(b)(1)(H)
3. TCA 49-4-904, 907
4. TCA 49-4-932(f)

Cross References

Alternative Credit Options 4.209
Credit Recovery 4.210
Reporting Student Progress 4.601
Honor Roll, Awards, & Class Ranking 4.602
Promotion and Retention 4.603
Transcript Alterations 4.608