

CHEATHAM COUNTY BOARD OF EDUCATION BOARD MEETING AGENDA

Cheatham County Board of Education

December 5, 2024

Place: Educational Annex/Board Room

Time: 6:00 PM

1. Call to Order
2. Moment of Silence - Mr. John Patrick
3. Pledge of Allegiance - Mr. John Patrick
4. Roll Call
5. Director of Schools Search
6. Approval of Agenda
7. Presentations, Awards Recognitions
 - ACESA**
Jennifer Napier, Assistant
 - ECES**
Annalisa Lewis, Teacher
 - KSES**
Merida Zauner, Assistant
 - PEFAMS**
Jodi Miller, RTI Interventionist
 - PVES**
Holly Ryder, Librarian
 - WCES**
Rhonda Baker, SPED Assistant
 - CMS**
Alyson Burns, Teacher
 - HMS**
Allison Johnson, Teacher
 - SMS**
Lindsay Greer, Teacher
 - CCCHS**
Lauren Street, Teacher
 - HHS**
Jamie Emery, Teacher
 - SHS**
Beth Waynick, Teacher
 - RA**
Tania DeRouen, Assistant
 - Daycare**
Alexandria Betts, PES Site Director
 - Nutrition**
Kandi Pajer, HMS Nutrition
 - Transportation/Maintenance**
John Staggs, Bus Driver
 - Central Office**
Tracy Roberts, Admin Assistant/Federal Projects

ACESA

Jennifer Napier, Assistant

ECES

Annalisa Lewis, Teacher

KSES

Merida Zauner, Assistant

PEFAMS

Jodi Miller, RTI Interventionist

PVES

Holly Ryder, Librarian

WCES

Rhonda Baker, SPED Assistant

CMS

Alyson Burns, Teacher

HMS

Allison Johnson, Teacher

SMS

Lindsay Greer, Teacher

CCCHS

Lauren Street, Teacher

HHS

Jamie Emery, Teacher

SHS

Beth Waynick, Teacher

RA

Tania DeRouen, Assistant

Daycare

Alexandria Betts, PES Site Director

Nutrition

Kandi Pajer, HMS Nutrition

Transportation/Maintenance

John Staggs, Bus Driver

Central Office

Tracy Roberts, Admin Assistant/Federal Projects

8. Public Forum

A. Beth Bostwick

9. School Improvement Plan (SIP) Goal Update

Andrea Bledsoe, KSES

10. Executive Committee

11. Five Year Plan

Chad Smith

12. Elected Officials - Opportunity for Elected Officials to Address Board

13. Consent Agenda

A. Minutes: November 7, 2024

- B. Disposal of surplus equipment/materials
 - 1. Assistant Director Brinkley requests disposal of broken wooden cabinet in central office.
 - 2. SHS Principal Wenning requests disposal of the following: 19 old chairs and 10 tables.
 - 3. PVES Principal Galbreath requests disposal of the following: 800 out of date library books (publication date of 20 years and older)
 - 4. CTE Supervisor Cooper requests the disposal of the following broken and un-repairable items from CCCHS:
Autobody- Air Drier Flexilla SN: P103203225 Auto Mechanics-Minuteman Plus Battery Tester SN: 02x1021, Atlas Tire Balancer SN: 42024213980A Welding: Rockwell Drill Press SN: 1754354, Bench Grinder SN: W4-77, Wilton Drill Press SN: 116373, Manual Sheet Roller Jet SN: 0631068, Electric Sheelmetal Roller Roper SN: 113877, Stomp Shear Roper SN 11377, Stomp Shear Tennsmith SN 16764, 8' Chicago Metal Brake SN: 316332, 4' Metal Brake Chicago missing SN
- 14. Budget and Finance
 - A. Summary
 - B. CCCHS Football Lights -Fund 177 \$205,000.00
- 15. Old Business
- 16. New Business
 - A. Resolution 2025 - Voucher Legislation
 - B. Policy 4.6001 Revision- Final Examinations First/Emergency Reading
 - C. Policy 6.4051 Revision - Glucagon and Diazepam Gel (Diastat) First Reading
- 17. Brief comments from Board Members
- 18. Announcements
- 19. Adjourn

Cheatham County School District

**Request to Address the Board
During Public Comment Period**

1.404.3

COMPLETE THIS FORM TO SPEAK DURING THE PUBLIC FORUM

- 1 If an individual wishes to address the Board on an item on the agenda, he/she may complete
- 2 the information form and submit it to the board secretary no less than three (3) business
- 3 days prior to the board meeting. Delegations must select only one individual to speak on
- 4 their behalf unless otherwise determined by the Board.

- 5 After the district receives your email request to speak and the items listed below, you will
- 6 receive a confirmation email. This email must be presented to the board secretary prior to
- 7 the meeting.

Date: 12/2/24

Name: Beth Bastwick

Address: 1030 Cagle Rd

City and zip code: Ashland City, 37015

Phone: 318-237-7352

Email: bethbastwick@aol.com

Subject addressed:
Voucher resolution

Would you like a response? Please indicate below:

No, I do not wish to receive a response.

Yes, respond to me by:

U. S. Mail

Telephone

Email

PROCEDURE FOR SPEAKING BEFORE THE BOARD

- Speakers must complete the information form and submit it to the board secretary 3 days prior to the public forum. Be prepared to speak when the Chairman calls your name.
- Each speaker will be allowed two to three minutes to speak before the Board, with the time per speaker being determined by the Chairman, depending on the number of speakers.
- Speakers may comment on issues scheduled for consideration at the Board meeting.
- Each Speaker should state the following:
 - His/her name
 - Whether they are a Cheatham County citizen, Cheatham County student, parent of a Cheatham County student, Cheatham County property owner, and/or a School District employee
- All remarks shall be directed to the Board only. Remarks shall be made to the Board as a body and not to a particular board member.
- No person shall be allowed to make obscene, derogatory, or slanderous remarks while addressing the Board. Persons doing so will be asked to stop speaking and will forfeit the remainder of their time.
- No person shall be allowed to disrupt or interfere with the procedures.
- Remarks shall end when the speaker's allotted time has expired.
- Questions from board members and/or the Director of Schools may be asked for clarification; however, no person shall be permitted to enter into any discussion or debate either directly with or through any member of the Board or with anyone present at the meeting.

Since the purpose of this forum is to offer a venue in which the Board can hear as many speakers as possible in the allotted time, Board members and/or the Director will not address the issues or concerns brought to their attention by the speaker at this time. All issues or concerns will be noted and reviewed and the appropriate administrator, director, or board member will provide a response to each speaker within thirty (30) days following the meeting.



FIVE-YEAR PLAN

Technology



Classroom Upgrades

EQUIPMENT UPGRADES

ViewSonic Interactive Panels Replacing Promethean Boards District Wide (DOC 2028-2029)

Funding Sources

- Esser, CTE, IT
- Esser and the CTE program have been instrumental in placing many panels district wide to date. PVE used school funds to upgrade entire school. Daycare has also used funds to upgrade all locations.

There are approximately 70 panels deployed in the district to date.

IT Provided Devices

- **Approx 35**

CTE Provided Devices

- **Approx 25**



Devices

Changes to 1:1 Initiative

Laptop Protection Plan

Option Introduced

New devices assigned at both 5th & 9th grade levels YEARLY

- 4-yr accidental protection for all new devices
- Additional Funding Needed
 - Commission funds for one grade level. Will need funding for two grade levels in order to successfully keep a warranted and functional device in student hands in 4 year increments.

DEPLOYED!

Ransomware Attack Avoided

SCINARY

Cybersecurity solution

Protects against
Ransomware & other
forms of hacking



Services Provided:

- Incident response
- Compliance
- Detection and response
- Penetration testing

Although attacks can still happen, this solution along with daily data backups provided by MerIT Group, will ensure fast recovery time as well as a fresh backup of district data which prevents a permanent loss of information.

STUDENT TECH TEAMS

CURRENT TEAMS

- SHS
- SMS
- CMS

STUDENTS HAVE BEEN IDENTIFIED FOR THE FOLLOWING AND TEAMS WILL BE FORMING SOON

- CHS
- HMS
- HHS

Student teams are managed by on-site teaching staff and are trained by the IT Department. Student teams encourage interest in the IT field. They also give students a skillset that can be used beyond the classroom. These skills are attractive to the local job market as well as local municipalities. These teams could spark interest in a field with endless possibilities with access to high pay careers.



Create IT Trainer Position(goal– FY26)

Position to be hired for 25/26 school year

- Certified Level 5 teacher to oversee all IT training will work with lead teachers and specialists to ensure proper use of IT resources.
- On-site at each school monthly for hands-on training in the classroom
- Oversee student-led tech teams / student help desk.
- Offer classes to parents to educate them on programs / offering that are utilized through the district



Wireless and Switch Upgrade

*****PROJECT COMPLETED*****

- Upgrade Of Aging District Wireless Network
 - Wireless Access Points (APs) FULLY INSTALLED
 - High density APs have been added to all high traffic areas
 - Cafeterias
 - Gymnasiums
 - Libraries, etc.
 - Ext APs FULLY INSTALLED
 - New Aruba switches in place district wide
- Central Technologies Management Contract In Place.



aruba

Upcoming E-Rate fund project: FY25

UPDATE!! FINAL PHASE CURRENTLY UNDERWAY

Benefits

- faster data transfer speeds
- Higher quality video and video conferencing.
(buffering or video lag should be eliminated)
- Improved function of telephone system.
- Improved connection to classes and resources for virtual learning situations.
- **Online testing** A 10GB Fiber upgrade makes the testing environment run more smoothly and prepares the district for the introduction of more sophisticated technology.



COMPLETION BY END OF YEAR

In the Works:

- Centralized Data Center to host critical CCSD infrastructure components

MerIT Group Server Audit Under Review

- Tiered replacement of outdated equipment
- Climate controlled environment

Vendor Consult Upcoming

- Purchase of a smaller natural gas powered generator to ensure data center continuity in the event of extended power outage.



Goal: FY28

Cheatham County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: <h2 style="text-align: center;">Final Examinations</h2>	Descriptor Code: 4.6001	Issued Date: 03/02/23
	<div style="border: 1px solid black; padding: 5px; display: inline-block; color: red;"> First Reading 12/5/2024 </div>	Rescinds: 4.6001	Issued: 09/11/17

- 1 Examinations shall be administered to students in grades 9-12 at the end of the first and the end of the
- 2 second semester in non-End of Course courses. The examination grade shall have a weight of ~~1/5th (20~~
- 3 ~~15 percent)~~ of the first semester grade for each course and second semester grade for non- End of
- 4 Course (EOC) courses.

- 5 For End of Course (EOC) courses, the TNReady/EOC scores shall count as 15 percent of the student's
- 6 final average for the second semester, as specified in Policy 4.700.

- 7 Any middle school student taking a course for high school credit must follow guidelines for the high
- 8 school course. Teachers of CTE and fine arts courses have the option of assigning course projects in
- 9 lieu of semester examinations.¹

- 10 A mid-term/ final exam will be given each semester. Any student with a 90% average or higher in the
- 11 year end average at the time of exam may be exempt from exam.

Legal References

1. TRR/MS 0520-1-3-.05(3)(b)

Cross References

Cheatham County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Glucagon and Diazepam Gel (Diastat)	Descriptor Code: 6.4051	Issued Date: 04/02/18
	<div style="border: 1px solid black; padding: 5px; display: inline-block; color: red;"> First Reading 12/5/2024 </div>	Rescinds:	Issued:

1 School personnel, who volunteer, under no duress or pressure and have been properly trained by a
 2 registered nurse, are permitted to administer glucagon in emergency situations to a student based on
 3 physician’s orders and/or the student’s Individual Health Plan (IHP). If the school nurse is on site, the
 4 nurse shall provide the service to the student.¹

5 The school nurse shall be responsible for updating and maintaining each IHP. There must be a
 6 parent/guardian signature on file giving permission prior to training school personnel to administer
 7 glucagon.

8 **DEFINITION OF GLUCAGON**

9 Glucagon is a hormone that helps the liver release sugar, thus increasing the level of sugar in the blood.
 10 It must be injected with a syringe into the body like insulin **or inhaled in a nasal spray.**

11 **WHEN TO USE GLUCAGON**

12 Glucagon is administered when the student has low blood sugar and is unable to take liquid or food by
 13 mouth because of unconsciousness or seizure activity as per a medical provider’s written instructions.

14 **TRAINING**

- 15 1. ~~Review physicians’ orders for glucagon and parent/guardian permission on file. The volunteer~~
 16 ~~shall complete an initial in-depth diabetes-related training recognizing signs and symptoms of~~
 17 ~~hypoglycemia and respond with student-specific interventions~~
- 18
- 19 2. The volunteer must complete an initial in-depth diabetes-related training recognizing signs and
 20 symptoms of hypoglycemia and respond with student-specific interventions.
- 21
- 22 3. The volunteer trainee must be able to state glucagon’s action and the need for its use.
- 23
- 24 4. The volunteer trainee must be able to state how glucagon should be prepared, the dosage, and
 25 side effects as well as follow-up care after the administration of glucagon.
- 26
- 27 5. The volunteer trainee must be able to identify where glucagon will be stored (must be kept in a
 28 secure location away from heat and direct light) and readily available to the student.
- 29
- 30 6. The volunteer trainee will notify or delegate notification of EMS/911 personnel,
 31 parents/guardian, and the school nurse any time glucagon is administered to any student.

- 1 7. The volunteer trainee must document observations, administration of glucagon, and follow-up
2 care on the appropriate diabetic and medication forms.
3
- 4 8. Training will be provided until competency is demonstrated, and retraining shall be completed
5 on a yearly basis. Training will be documented and include a skills checklist, instructor's name,
6 trainee's name, date of training, and documentation of competency of trainee to administer
7 glucagon. A copy of the trainee's competency training form will be kept in the employee's
8 personnel file.

9 **DEFINITION OF DIAZEPAM (DIASTAT)**

10 Diastat works to stop seizure activity by acting on brain cell interactions that inhibit the seizure
11 discharges. This special formulation of diazepam is administered rectally as a gel.

12 School personnel who volunteer under no duress or pressure and who have been properly trained by a
13 registered nurse or employed or contracted by the Cheatham County School System may administer
14 anti-seizure medications, including diazepam gel to a student in an emergency situation based on the
15 student's IHP. If the school nurse is available, on site, and able to reach the student within the time
16 limit for administration specified in the IHP, then the school nurse shall provide this service to the
17 student.

18 **WHEN TO USE DIASTAT**

19 Upon the decision of a trained volunteer to administer diazepam gel (Diastat), school officials shall
20 immediately summon local emergency medical services to the school to provide necessary monitoring
21 of transport to safeguard the health and condition of the student.

22 Trained volunteer school personnel administering anti-seizure medications, any registered nurse who
23 provides training to administer such medications, and any local board of education shall not be liable
24 in any court of law for injury resulting from the reasonable and prudent assistance in the administration
25 of such medications, if performed pursuant to the policies and guidelines developed by the
26 **D**epartments of **H**health and **E**ducation and approved by applicable regulatory or governing boards
27 or agencies.

28 Cheatham County School System shall not assign a student with epilepsy or other seizure disorder to a
29 school other than the school for which the student is zoned or would otherwise regularly attend
30 because the student has a seizure disorder.

31 A student's parent/guardian, who has given the student's school written authorization to administer
32 anti-seizure medication, shall, in accordance with the student's IHP, notify the school administrator or
33 school nurse if anti-seizure medication or prescription or over-the-counter medicines are administered
34 at a time at which the student is not present in school. The student's IHP shall set forth with specificity
35 the requirements of reporting administration of medication and for the dissemination of such
36 information to volunteer school personnel trained to administer anti-seizure medication. Such
37 notification shall be given after administration of medication before or at the beginning of the next
38 school day in which the student is in attendance.

1 TRAINING-ADMINISTRATION OF MEDICATION

2 Prior to administration of an anti-seizure medication to a student by volunteer school personnel or a
3 school nurse in an emergency situation, the student's parent/guardian shall provide:

- 4 1. The school with a written authorization to administer the medication at school;
5
6 2. A written statement from the student's health care practitioner, which shall contain the
7 student's name, the name and purpose of the medication, the prescribed dosage, the route of
8 administration, the frequency that the medication may be administered, and the circumstances
9 under which the medication may be administered; and
10
11 3. Prior to its date of expiration, the prescribed medication to the school is in its unopened, sealed
12 package with the intact label affixed by the dispensing pharmacy.

Legal References

- ~~1. TCA 49-50-1602(g)(1)~~
2.
3. [TCA 49-50-1602\(b\)](#)
4. [TCA 49-50-1602\(g\)](#)

Cross References