

CHEATHAM COUNTY BOARD OF EDUCATION WORK SESSION AGENDA

Cheatham County Board of Education

November 20, 2025

Place: Educational Annex/Board Room

Time: 6:00 PM

1. Budget and Finance
 - A. Budget Summary
 - B. Grow Your Own
2. Future School Calendars
3. Policy Revision 5.106 Application and Employment
4. Review December 4th Board Meeting Agenda
5. Comments from Board Members
6. Comments from Director

| Cheatham County Board of Education | | | |
|---|---|----------------------------------|---------------------------------|
| Monitoring: Review: Annually, in February | Descriptor Term: Application and Employment | Descriptor Code: 5.106 | Issued Date: 10/03/24 |
| | First Reading 12 4 2025 | Rescinds: 5.106 | Issued: 11/02/23 |

1 **APPLICATION**

2 An individual desiring a position shall make application to the Director of Schools on forms developed
 3 by his/her office. To ensure the safety and welfare of students and staff, the district shall require
 4 criminal history background checks and fingerprinting ~~of applicants~~ for all applicants, employees, non-
 5 faculty coaches, chaperones, contract workers, and volunteers.¹ ~~teaching positions and any other~~
 6 ~~positions that require proximity to children.~~¹ If applying for a teaching position, the Director of
 7 Schools shall also check the applicant’s license status in the State Board of Education’s database to
 8 determine if there is a hold on that applicant’s license, and if so, the reasoning behind the hold.²

9 Knowingly falsifying information shall be sufficient grounds for termination of employment and shall
 10 also constitute a Class A misdemeanor which must be reported to the District Attorney General for
 11 prosecution.³

12 Any costs incurred to perform these background checks and fingerprinting shall be paid by the
 13 applicant. The Board shall reimburse the applicant if a position is offered and accepted.⁴

14 *Professional Employees*

15 The application shall include a transcript of credits earned at the colleges or universities attended along
 16 with references from persons such as previous employers, college professors, and supervisors of
 17 student teachers. Other information shall include whether such applicant has been dismissed for cause
 18 from a school system.⁵ If previously employed by a local board of education, the applicant shall
 19 provide evidence of acceptable resignation.

20 No person shall be employed:

- 21 1. Who does not hold a valid license to teach or a temporary permit to teach from the State Board
 22 of Education;⁶
- 23 2. Who has been identified by the Department of Children’s Services, or on a similar registry in
 24 another jurisdiction, as a perpetrator of child abuse, severe child abuse, child sexual abuse, or
 25 child neglect, or who poses an immediate threat to the health, safety, or welfare of children;⁷
- 26 3. Who is listed on the state’s abuse of vulnerable persons registry maintained by the Department
 27 of Health⁷ or on a similar registry in another jurisdiction;
- 28 4. Who has any contagious or communicable disease in such form that might endanger the health
 29 of school children;⁸
- 30 5. Who refuses to take and subscribe to an oath to support the Constitution of the State of
 31 Tennessee and of the United States of America;⁹

- 1 6. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from
 2 employment for cause; or
 3 7. Who does not receive a satisfactory background check.¹⁰

4 *Support Employees*

5 No person shall be employed:

- 6 1. Who has any contagious or communicable disease in such form that might endanger the health
 7 of the children;⁸
 8 2. Who has been identified by the Department of Children’s Services, or on a similar registry in
 9 another jurisdiction, as a perpetrator of child abuse, severe child abuse, child sexual abuse, or
 10 child neglect, or who poses an immediate threat to the health, safety, or welfare of children;⁷
 11 3. Who is listed on the state’s abuse of vulnerable persons registry maintained by the Department
 12 of Health⁷ or on a similar registry in another jurisdiction;
 13 4. Who has not complied with the Immigration Reform and Control Act of 1986;¹¹
 14 5. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from
 15 employment for cause; or
 16 6. Who does not receive a satisfactory background check.¹⁰

17 **EMPLOYMENT**

18 After checking references and receiving written recommendations, the Director of Schools shall hire
 19 and assign qualified applicants.

20 *Initial Employment for Professional Employees*

21 The Director of Schools shall notify such person, in writing, of the offer and conditions of
 22 employment. Upon receipt of employment notification, such person shall have fourteen (14) days to
 23 accept or reject, in writing, the offered employment.¹² From the date of the written acceptance, such
 24 person is considered to be under employment with the system and is subject to all rights, privileges,
 25 and duties.

Legal References

1. [TCA 49-5-406; TCA 49-5-413](#)
2. [State Board of Education Policy 5.501](#)
3. [TCA 49-5-406\(a\)\(2\)\(A\)](#)
4. [TCA 49-5-413\(c\)](#)
5. [TCA 49-2-131](#)
6. [TCA 49-5-403; TCA 49-5-101; TCA 49-5-106](#)
7. [TCA 49-5-413\(e\)](#)
8. [TCA 49-5-404](#)
9. [TCA 49-5-405](#)
10. [TCA 49-5-413\(a\), \(f\)](#)
11. [Immigration Reform and Control Act of 1986, Pub. L. No. 99-603, 100 Stat. 3359, 8 USCA § 1101 et seq.](#)
12. [TCA 49-5-406\(b\)](#)

Cross References

Orientation and Probation 5.107
 Compensation Guides & Contracts 5.110
 Background Investigations 5.118
 Recommendations and File Transfers 5.203
 Interim Employees 5.700
 Qualifications and Duties of the Director of Schools 5.802

