



**LAKELAND BOARD OF EDUCATION
BUSINESS MEETING AGENDA
Monday, August 14, 2023, 5:45 PM
Lakeland City Hall / Board Room
10001 Highway 70
Lakeland, TN 38002**

- I. **CALL TO ORDER / CHAIRPERSON'S WELCOME**
- II. **ROLL CALL**
- III. **PUBLIC COMMENT (Limited to two (2) minutes per speaker.)**
- IV. **REPORTS**
 - 1. Legislative Representative Update
 - 2. Superintendent's Report
 - 3. Monthly Financial Summary
- V. **APPROVAL OF AGENDA**
- VI. **CONSENT AGENDA**
 - 1. Approval of Minutes - Business Meeting Minutes, July 10, 2023
 - 2. Approval of School Support Organization Cooperative Agreements
 - a. Lady Lions Sideline Society
 - b. Lakeland Cheer Boosters
 - c. Lakeland Education Foundation
 - d. Lakeland Elementary Drama Boosters
 - e. Lakeland Elementary PTA
 - f. Lakeland Middle Orchestra Booster
 - g. Lakeland Prep Band Boosters
 - h. Lakeland Prep Homerun Club
 - i. Lakeland Prep Lacrosse Booster Club
 - j. Lakeland Prep PTO
 - k. Lakeland Prep Sixth Man Club
 - l. LMPS Drama Booster Club
 - m. LMPS Touchdown Club
 - n. LMPS Volleyball Booster Club
 - o. LPS High School Dance Team Boosters
 - p. LPS Soccer Booster
 - q. LPS Softball Booster Club
 - 3. Approval of Update to 23-24 Fees List
 - 4. Approval of Update to Policy 4.600 - Grading System
 - 5. Approval of Update to Policy 6.200 - Attendance
 - 6. Approval of Extracurricular Activities and Clubs
 - 7. Approval for Nomination for TSBA Building of the Year Competition for Lakeland Prep High School Addition
 - 8. Review Board Evaluation
- VII. **DISCUSSION / ACTION**
 - 1. Review TSBA Resolutions
 - 2. Approval of LSS Job Description: Benefits Manager
 - 3. Approval of update to 23-24 Salary Schedules: Benefits Manager
 - 4. Approval of FY 23-24 Budget Amendments (08/23)
 - 5. Analysis to Determine the Anticipated Remaining Useful Life of the Turf Field
- VIII. **ANNOUNCEMENTS**

IX. ADJOURNMENT

LAKELAND SCHOOL SYSTEM
Expense Summary
Report Period July 1, 2023 -July 31, 2023

PROGRAM	BUDGET AMOUNT	ADJUSTED BUDGET	YTD ACTIVITY	CURRENT ACTIVITY	ENCUMBRANCE	BALANCE	% EXPENDED
Regular Instruction Program	\$ 13,245,898.54	\$ 13,245,898.54	\$ 83,110.75	\$ 83,110.75	\$ 356,191.83	\$ 12,806,595.96	3.32%
Special Education Program	\$ 2,161,686.02	\$ 2,161,686.02	\$ 5,003.44	\$ 5,003.44	\$ -	\$ 2,156,682.58	0.23%
Vocational Education	\$ 24,900.00	\$ 24,900.00	\$ -	\$ -	\$ -	\$ 24,900.00	0.00%
Other (Bonus Pay)	\$ 542,263.74	\$ 542,263.74	\$ -	\$ -	\$ -	\$ 542,263.74	0.00%
School Security	\$ 60,832.95	\$ 60,832.95	\$ -	\$ -	\$ -	\$ 60,832.95	0.00%
Health Services	\$ 366,589.14	\$ 366,589.14	\$ 9,925.75	\$ 9,925.75	\$ -	\$ 356,663.39	2.71%
Other Student Support	\$ 876,669.77	\$ 876,669.77	\$ 15,686.66	\$ 15,686.66	\$ 498.89	\$ 860,484.22	1.85%
Regular Instruction Program Support	\$ 672,445.38	\$ 672,445.38	\$ 12,584.07	\$ 12,584.07	\$ -	\$ 659,861.31	1.87%
Special Education Program Support	\$ 457,058.21	\$ 457,058.21	\$ 4,843.47	\$ 4,843.47	\$ -	\$ 452,214.74	1.06%
Technology	\$ 694,878.49	\$ 694,878.49	\$ 52,244.10	\$ 52,244.10	\$ 104,601.27	\$ 538,033.12	22.57%
Board of Education	\$ 612,950.00	\$ 612,950.00	\$ 7,369.68	\$ 7,369.68	\$ 1,648.00	\$ 603,932.32	1.47%
Office of the Superintendent	\$ 356,984.26	\$ 356,984.26	\$ 28,363.65	\$ 28,363.65	\$ -	\$ 328,620.61	7.95%
Office of the Principal	\$ 1,722,159.61	\$ 1,722,159.61	\$ 86,689.56	\$ 86,689.56	\$ 7,175.60	\$ 1,628,294.45	5.45%
Fiscal Services	\$ 329,313.97	\$ 329,313.97	\$ 23,102.99	\$ 23,102.99	\$ 130.38	\$ 306,080.60	7.06%
Human Services/Personnel	\$ 274,904.03	\$ 274,904.03	\$ 26,626.36	\$ 26,626.36	\$ 115.35	\$ 248,162.32	9.73%
Operation of Plant	\$ 1,378,953.88	\$ 1,378,953.88	\$ 43,699.06	\$ 43,699.06	\$ 16,117.22	\$ 1,319,137.60	4.34%
Maintenance of Plant	\$ 408,817.15	\$ 408,817.15	\$ 12,285.71	\$ 12,285.71	\$ 17,768.58	\$ 378,762.86	7.35%
Transportation	\$ 650,000.00	\$ 650,000.00	\$ 6,399.00	\$ 6,399.00	\$ -	\$ 643,601.00	0.98%
Summer Camp Food Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Regular Capital Outlay	\$ 164,400.00	\$ 164,400.00	\$ -	\$ -	\$ -	\$ 164,400.00	0.00%
Transfers Out	\$ 3,663,790.00	\$ 3,663,790.00	\$ -	\$ -	\$ -	\$ 3,663,790.00	0.00%
Federal Projects Regular Instruction	\$ 272,456.94	\$ 272,456.94	\$ -	\$ -	\$ -	\$ 272,456.94	0.00%
Federal Projects Special Education	\$ 294,169.06	\$ 294,169.06	\$ 10.00	\$ 10.00	\$ -	\$ 294,159.06	0.00%
Federal Programs Innovative Schools	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Federal Projects Health Services	\$ 51,745.50	\$ 51,745.50	\$ -	\$ -	\$ -	\$ 51,745.50	0.00%
Federal Projects Other Student Support	\$ 105,527.04	\$ 105,527.04	\$ 526.38	\$ 526.38	\$ 10,400.00	\$ 94,600.66	10.35%
Federal Projects Regular Instruction Support	\$ 215,485.60	\$ 215,485.60	\$ 673.22	\$ 673.22	\$ -	\$ 214,812.38	0.31%
Federal Projects Special Education Support	\$ 9,605.90	\$ 9,605.90	\$ -	\$ -	\$ -	\$ 9,605.90	0.00%
Federal Programs Technology	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Federal Projects Impact Aid	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Food Service	\$ 692,700.00	\$ 692,700.00	\$ 193.74	\$ 193.74	\$ 4,195.37	\$ 688,310.89	0.63%
Before/After School Program	\$ 280,000.00	\$ 280,000.00	\$ 4,221.00	\$ 4,221.00	\$ -	\$ 275,779.00	1.51%
Education Capital Projects	\$ 7,000,000.00	\$ 7,000,000.00	\$ 1,029.96	\$ 1,029.96	\$ 48,011.98	\$ 6,950,958.06	0.70%
GRAND TOTAL:	\$ 37,587,185.18	\$ 37,587,185.18	\$ 424,588.55	\$ 424,588.55	\$ 566,854.47	\$ 36,595,742.16	2.64%



LAKELAND BOARD OF EDUCATION

Business Meeting MINUTES

Monday, July 10, 2023, 5:45 PM

**Lakeland City Hall / Board Room
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I. CALL TO ORDER / CHAIRPERSON'S WELCOME

With a quorum present, the meeting was called to order on Monday, July 10, 2023, at 5:45 PM, by Chair Laura Harrison. Laura Harrison led a moment of silence. Scouts Jacob and Joshua Mans led the Pledge to the Flag.

II. ROLL CALL

Attendance was taken at 5:47 PM.

Deborah Thomas:	Present
Keith Acton:	Present
Michelle Childs:	Present
Laura Harrison (Chair):	Present
Jeremy Burnett (Vice-Chair):	Present

Superintendent Ted Horrell and LSS Attorney Eric Plumley were also present.

III. PUBLIC COMMENT (Limited to two (2) minutes per speaker.)

No comments.

IV. REPORTS

1. Legislative Representative Update

Legislative Representative Michelle Childs did not provide a report because the General Assembly was not in session.

2. Superintendent's Report

Superintendent Horrell reported on various administrative items:

- Summer Learning Camps recap
- Teachers report to work on July 26th / First day of school is August 7th
- Last week of the summer schedule for 12-month employees
- LSS will participate in Cyber Security Program
- New employee orientation
- Planning for inservice week - 3 days of PLCs at Work onsite



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- Cody Duncan, Deputy Principal, has started at LPS
- Construction update - soccer field, road to annex, central office design
- HR update
- BioStem program/lab update

a. Monthly Financial Summary

None.

V. APPROVAL OF AGENDA

Dr. Horrell requested to add Discussion/Action on 2023 Transportation Agreement.

Keith Acton moved to add 2023 Transportation Agreement as recommended, seconded by Jeremy Burnett (Vice-Chair). **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

Jeremy Burnett (Vice-Chair) moved to approve the agenda as amended, seconded by Deborah Thomas. **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

VI. CONSENT AGENDA

VII. DISCUSSION / ACTION



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1. Approval of Special Called Meeting Minutes: June 05, 2023

Keith Acton moved to approve the Special Called Meeting Minutes from June 05, 2023, as presented, seconded by Jeremy Burnett (Vice-Chair). **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

2. Approval of Business Meeting Minutes: June 12, 2023

Jeremy Burnett (Vice-Chair) moved to approve the Business Meeting Minutes from June 12, 2023, as presented, seconded by Keith Acton. **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

3. Approval to Execute a Contract with Engaged Systems for Centegix Crisis Response System

Jeremy Burnett (Vice-Chair) moved to bring the Contract with Engaged Systems for Centegix Crisis Response System to the floor for discussion, seconded by Michelle Childs.

Dr. Horrell presented the concept, and stated that the program could be implemented by around Fall Break 2023.

When the question was called, the contract with Engaged Systems for Centegix Crisis Response System was approved as presented. **Voice vote, all in favor.**



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Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

4. Approval of 23-24 Annual Agenda

Jeremy Burnett (Vice-Chair) moved to bring the 23-23 Annual Agenda to the floor for discussion, seconded by Keith Acton.

Deborah Thomas moved to to amend the 23-23 Annual Agenda to include School Level Volunteer of the Year to April, seconded by Laura Harrison (Chair). **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

When the question was called, the 23-24 Annual Agenda was approved as amended. **Voice vote, all in favor.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye



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5. Approval of 23-24 Professional Development Plan

Jeremy Burnett (Vice-Chair) moved to approve 23-24 Professional Development Plan as presented, seconded by Deborah Thomas. **Motion carried.**

Acton: Aye
Burnett (Vice-Chair): Aye
Childs: Aye
Harrison (Chair): Aye
Thomas: Aye

6. Updates to LSS Facilities Use Agreement

Jeremy Burnett (Vice-Chair) moved to bring the Facilities Use Agreement to the floor for discussion, seconded by Laura Harrison (Chair).

Laura Harrison (Chair) moved to approve the update to the LSS Facilities Use Agreement with Two Group Categories as presented, seconded by Deborah Thomas. **Motion carried.**

Acton: Aye
Burnett (Vice-Chair): Nay
Childs: Aye
Harrison (Chair): Aye
Thomas: Aye

Deborah Thomas moved to amend to say only Political Uses of Facilities on page 5, Section B, seconded by Jeremy Burnett (Vice-Chair). **Motion carried.**

Acton: Aye
Burnett (Vice-Chair): Aye
Childs: Aye



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Harrison (Chair): Aye

Thomas: Aye

When the question was called, the LSS Facilities Use Agreement with Two Group Categories was approved as amended. **Voice vote, (4-1).**

Acton: Aye

Burnett (Vice-Chair): Nay

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

7. Update to 23-24 School Fees List

Keith Acton moved to approve the update to the 23-24 School Fees List as presented, seconded by Jeremy Burnett (Vice-Chair). **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

8. Approval of Update to Policy 1.102 - Board Members

Keith Acton moved to approve the update to Policy 1.102 - Board Members as presented, seconded by Laura Harrison (Chair). **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye



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Harrison (Chair): Aye

Thomas: Aye

9. Approval of Update to Policy 1.106 - Code of Ethics

Laura Harrison (Chair) moved to approve the update to Policy 1.106 - Code of Ethics as presented, seconded by Jeremy Burnett (Vice-Chair). **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

10. Approval of Update to Policy 1.400 - School Board Meetings

Laura Harrison (Chair) moved to approve the update to Policy 1.400 - School Board Meetings as presented, seconded by Keith Acton. **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

11. Approval of Update to Policy 1.402 - Notification of Meetings

Laura Harrison (Chair) moved to approve the update to Policy 1.402 - Notification of Meetings as presented, seconded by Jeremy Burnett (Vice-Chair). **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye



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Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

12. Approval of Update to Policy 1.404 - Appeals to and Appearances Before the Board

Jeremy Burnett (Vice-Chair) moved to approve the update to Policy 1.404 - Appeals to and Appearances Before the Board as presented, seconded by Keith Acton. **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

13. Approval of Update to Policy 3.202 - Emergency Preparedness Plan

Keith Acton moved to approve the update to Policy 3.202 - Emergency Preparedness Plan as presented, seconded by Jeremy Burnett (Vice-Chair). **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

14. Approval of Policy 3.204 - Threat Assessment Team [First Reading]

Jeremy Burnett (Vice-Chair) moved to approve Policy 3.204 - Threat Assessment Team as presented on first reading, seconded by Keith Acton. **Motion carried.**

Acton: Aye



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Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

Laura Harrison (Chair) moved to suspend the rules to approve on single reading, seconded by Keith Acton. **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

15. Approval of Update to Policy 3.205 - Security

Jeremy Burnett (Vice-Chair) moved to bring the policy to the floor for discussion, seconded by Michelle Childs.

Michelle Childs moved to strike "After School Hours" heading from page one, seconded by Jeremy Burnett (Vice-Chair). **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

Keith Acton asked Mr. Plumley to review the policy as amended.

When the question was called, Policy 3.205 - Security was approved as amended. **Voice vote, all in favor.**



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Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

16. Approval of Update to Policy 4.204 - Summer Instructional Programs

Jeremy Burnett (Vice-Chair) moved to approve the update to Policy 4.204 - Summer Instructional Programs as presented, seconded by Keith Acton. **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

17. Approval of Update to Policy 4.300 - Extracurricular Activities

Laura Harrison (Chair) moved to approve the update to Policy 4.300 - Extracurricular Activities as presented, seconded by Keith Acton. **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

18. Approval of Update to Policy 4.600 - Grading System

Jeremy Burnett (Vice-Chair) moved to bring Policy 4.600 - Grading System to the floor for discussion, seconded by Keith Acton.



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Without objection, Dr. Horrell will administratively clean up and standardize language in policy for state-mandated exams (EOCs).

Changes regarding semester (half credit) courses will be brought back at the next meeting.

When the question was called, Policy 4.600 - Grading System was approved as presented. **Voice vote, all in favor.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

19. Approval of Update to Policy 5.106 - Application and Employment

Laura Harrison (Chair) moved to bring Policy 5.106 - Application and Employment to the floor for discussion, seconded by Keith Acton.

Jeremy Burnett (Vice-Chair) moved to approve the update to Policy 5.106 - Application and Employment as presented, seconded by Keith Acton. **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

20. Approval of Update to Policy 5.119 - Employment of Retirees

Jeremy Burnett (Vice-Chair) moved to approve the update to Policy 5.119 - Employment of Retirees as presented, seconded by Laura Harrison (Chair). **Motion carried.**



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Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

21. Approval of Update to Policy 5.305 - Family and Medical Leave

Keith Acton moved to approve the update to Policy 5.305 - Family and Medical Leave as presented, seconded by Jeremy Burnett (Vice-Chair). **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

22. Approval of Update to Policy 5.307 - Physical Assault Leave

Jeremy Burnett (Vice-Chair) moved to approve the update to Policy 5.307 - Physical Assault Leave as presented, seconded by Laura Harrison (Chair). **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

23. Approval of Update to Policy 5.600 - Staff Rights and Responsibilities

Laura Harrison (Chair) moved to bring the update to Policy 5.600 - Staff Rights and Responsibilities to the floor for discussion, seconded by Keith Acton.



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Jeremy Burnett (Vice-Chair) moved to amend to move *Report students who commit offenses of assault and battery or vandalism on school property endangering the life, health, or safety of others pursuant to state law* to #7 under Responsibilities, seconded by Keith Acton. **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

When the question was called, the update to Policy 5.600 - Staff Rights and Responsibilities was approved as amended. **Voice vote, all in favor.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

24. Approval of Update to Policy 6.200 - Attendance

Laura Harrison (Chair) moved to bring the update to Policy 6.200 - Attendance to the floor for discussion, seconded by Keith Acton.

Keith Acton moved to amend to remove section in orange, "Upon submission of the student's transcript from the entity that provided the released time course, the student may be awarded one (1) unit of elective credit. The Superintendent shall develop procedures with secular criteria for determining whether credit shall be awarded.", seconded by Jeremy Burnett (Vice-Chair). **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye



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Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

When the question was called, the update to Policy 6.200 - Attendance was approved as amended. **Voice vote, all in favor.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

25. Approval of Update to Policy 6.202 - Home Schools

Laura Harrison (Chair) moved to approve the update to Policy 6.202 - Home Schools as presented, seconded by Keith Acton. **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

26. Approval of Update to Policy 6.309 - Zero Tolerance Offenses

Laura Harrison (Chair) moved to approve the update to Policy 6.309 - Zero Tolerance Offenses as presented, seconded by Jeremy Burnett (Vice-Chair). **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye



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Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

27. Approval of Update to Policy 6.313 - Discipline Procedures

Laura Harrison (Chair) moved to bring the update to Policy 6.313 - Discipline Procedures to the floor for discussion, seconded by Keith Acton.

Jeremy Burnett (Vice-Chair) moved to amend Policy 6.313 - Discipline Procedures, Level IV Offenses to add electronic threats, seconded by Keith Acton. **Motion withdrawn.**

Jeremy Burnett (Vice-Chair) moved to amend Policy 6.313 - Discipline Procedures, Level III Offenses to add electronic threats, seconded by Keith Acton. **Motion withdrawn.**

When the question was called, the update to Policy 6.313 - Discipline Procedures was approved as presented. **Voice vote, all in favor.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

28. Approval of Update to Policy 6.319 - Alternative Education

Laura Harrison (Chair) moved to approve the update to Policy 6.319 - Alternative Education as presented, seconded by Keith Acton. **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye



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Harrison (Chair): Aye

Thomas: Aye

29. Approval of Update to Policy 6.4001 - Student Surveys, Analyses, and Evaluations

Laura Harrison (Chair) moved to approve the update to Policy 6.4001 - Student Surveys, Analyses, and Evaluations as presented, seconded by Keith Acton. **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

30. Approval of Update to Policy 6.402 - Physical Examinations and Immunizations

Jeremy Burnett (Vice-Chair) moved to approve the update to Policy 6.402 - Physical Examinations and Immunizations as presented, seconded by Keith Acton. **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

31. Approval of Policy 6.4052 - Opioid Antagonist [First Reading]

Laura Harrison (Chair) moved to suspend the rules to pass on single reading, seconded by Jeremy Burnett (Vice-Chair). **Motion carried.**

Acton: Aye



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Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

Laura Harrison (Chair) moved to bring Policy 6.4052 - Opioid Antagonist to the floor for discussion, seconded by Keith Acton.

Two minute recess at 8:00 PM.

When the question was called, Policy 6.4052 - Opioid Antagonist was approved as presented. **Voice vote, all in favor.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

32. Approval of Agreement for Transportation Services with Collierville Schools

Laura Harrison (Chair) moved to approve the Agreement for Transportation Services with Collierville Schools as presented, seconded by Keith Acton. **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

VIII. ANNOUNCEMENTS



LAKELAND BOARD OF EDUCATION

Business Meeting MINUTES

Monday, July 10, 2023, 5:45 PM

Lakeland City Hall / Board Room

10001 Highway 70

Lakeland, TN 38002

IX. ADJOURNMENT

There being no other business on which to take action, Jeremy Burnett moved to adjourn the meeting, seconded by Laura Harrison. **Motion carried.**

Acton: Aye

Burnett (Vice-Chair): Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

The meeting was adjourned at 8:17 PM on Monday, July 10, 2023.

These minutes were approved on Monday, August 14, 2023.

Laura Harrison, Chair

Dr. Ted Horrell, Superintendent

ATTEST:

Jessica Millspaugh, Board Secretary



SCHOOL SUPPORT ORGANIZATION COOPERATIVE AGREEMENT

This Agreement is entered into by the Lakeland Board of Education (“Lakeland Board”) and Lady Lions Sideline Society (“Support Organization”) (hereinafter collectively referred to as the “Parties”).

WHEREAS, T.C.A. § 49-2-601, et seq., entitled the School Support Organization Financial Accountability Act (the “SSO Act”), empowers qualifying organizations to operate in a support capacity to providing financial support to help carry out academic, arts, athletic, and social programs to further educational opportunities for the children of Tennessee; and

WHEREAS, the Lakeland Board has adopted Board Policy 2.404, which is incorporated herein by reference, to provide a framework to facilitate the proper operation of qualifying organizations; and

WHEREAS, the Support Organization named herein desires to be recognized as a qualifying organization and agrees to abide by the SSO Act and Board Policy 2.404; and

WHEREAS, the Support Organization named herein agrees to comply with financial disclosure, reporting requirements and controls set forth under The Act and the Model Financial Policy for School Support Organizations as provided by the Comptroller of the State of Tennessee; and

WHEREAS, the Lakeland Board desires to recognize the Support Organization named herein as a qualifying school support organization and grant the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Lakeland Board and the Support Organization agree as follows:

1. Effective Date - The Effective Date of this Agreement shall be August 15, 2023 and shall cover one year and end on August 15, 2024.
2. The Support Organization agrees to indemnify and hold harmless the Lakeland Board of Education, the Lakeland School System, Superintendent, and/or any individual School, and all other agents of the Lakeland Board for the actions of the Support Organization and otherwise abide by Board Policy 2.404. The Support Organization shall be responsible for and shall pay for any damage to any school facilities or other property occurring during the Support Organization’s use of school facilities or property.
3. The Support Organization represents that its officers appropriately account for, control for and safeguard its funds to ensure such funds are spent only for the purposes related to the Support Organization’s stated goals and objectives.

4. By entering into this Agreement, the Support Organization acknowledges its obligations to operate in compliance with the SSO Act and agrees that a breach of said duties under the SSO Act acts as a breach of this Agreement.
5. The Lakeland Board recognizes the Support Organization as a qualifying school support organization pursuant to Board Policy 2.404 and grants the Support Organization the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.
6. Termination: Either Party may terminate this Agreement for any reason upon thirty (30) days written notice.
7. Assignment: Neither this Agreement, nor any rights or obligations hereunder may be assigned or transferred by either party.

Lady Lions Sideline Society

School Support Organization Name

Kevin Madden

SSO Representative Name (Print)

SSO Representative Signature

Superintendent Signature

6-23-23

Date

Date

SCHOOL SUPPORT ORGANIZATION COOPERATIVE AGREEMENT

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School Support Organization Name

SSO Representative Name (Print)

Stephanie Acton

SSO Representative Signature

Date

Superintendent Signature

Date



SCHOOL SUPPORT ORGANIZATION COOPERATIVE AGREEMENT

This Agreement is entered into by the Lakeland Board of Education ("Lakeland Board") and Lakeland Education Foundation ("Support Organization") (hereinafter collectively referred to as the "Parties").

WHEREAS, T.C.A. § 49-2-601, et seq., entitled the School Support Organization Financial Accountability Act (the "SSO Act"), empowers qualifying organizations to operate in a support capacity to providing financial support to help carry out academic, arts, athletic, and social programs to further educational opportunities for the children of Tennessee; and

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Lakeland Education Foundation
School Support Organization Name

Bill Kiesel
SSO Representative Name (Print)

[Signature]
SSO Representative Signature

7/25/2023
Date

Superintendent Signature

Date



SCHOOL SUPPORT ORGANIZATION COOPERATIVE AGREEMENT

This Agreement is entered into by the Lakeland Board of Education (“Lakeland Board”) and Lakeland Elementary Drama Club Boosters (“Support Organization”) (hereinafter collectively referred to as the “Parties”).

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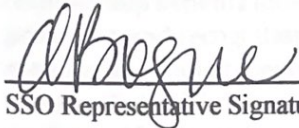
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LES Drama Club Boosters

School Support Organization Name

Alyson Bogue

SSO Representative Name (Print)



SSO Representative Signature

7/7/2023

Date

Superintendent Signature

Date

Lakeland Elementary School Drama Booster Club Bylaws

Article I: Name

The name of the association shall be Lakeland Elementary School Drama Booster Club (Also referred to as LES Drama Booster Club or LES Drama Boosters). This Booster Club will be inclusive of the LES Drama program.

Article II: Purpose

The purpose of the LES Drama Booster Club is to provide encouragement and generate support for the Drama program at Lakeland Elementary School. Activities in which the LES Drama Booster Club will engage include, but not are limited to:

1. Positive interaction between the Booster Club, school officials, Drama coaches, Faculty sponsors, the student body and the general public.
2. Drama activities.
3. Fundraising activities.
4. Communication of LES Drama news to various media.
5. Provide support to the LES Drama Faculty Sponsor.
6. Facilitate the funds collected to pay for Drama sets, costumes, event expenses, etc...

Article III: Membership

Membership in the LES Drama Booster Club shall be made up of faculty, parents, and community members interested in supporting and encouraging the Drama program at Lakeland Elementary School. The membership year begins in August and ends in July. Membership dues in the amount of \$30 are to be paid annually to continue membership. Membership benefits include a membership only item, early access to ticket sales, voting privileges, and recognition in the production media materials. All members shall be required to conduct themselves in accordance with the bylaws of the organization and in a manner that will bring credit to the organization, the school, and the participating students. Membership is not required for a student to participate in the production. Officers are required to be members.

Article IV: Officers and Their Election

Section 1: The officers of the Drama Booster Club shall consist of a President, Vice-President, and Treasurer. Each officer must be an active member in good standing with the LES Drama Booster Club.

Section 2: Officers shall be elected at the parent meeting in the spring for the following year. There will be a transitional meeting for the new Officers with the outgoing Officers.

Section 3: The people in attendance at the Parent Meeting will be the voting parties for the Officers.

Section 4: No officer shall be appointed without approval of the LES Faculty Drama sponsor.

Section 5: In case a vacancy occurs in the office of the President, the remaining Officers and Drama sponsor will serve as the nominating committee to fill the vacancy.

Section 6: Reason to Remove-Any Officer may be removed from office for failure to perform duties or using unethical practices while conducting LES Drama Booster Club business or for criminal misconduct. The LES Faculty Drama sponsor may ask any Officer to be removed based on conflict with the Drama program.

Section 7: Only one member of any one household or family may serve as signatory on LES Drama Booster checking account.

Section 8: LSS staff and/or their spouse may not act as a signatory for the LES Drama Booster Club

Section 9: LSS staff and/or their spouse may not serve in the office of treasurer for the LES Drama Booster Club.

Section 10: LSS staff members may not hold a majority of offices in the LES Drama Booster Club

Section 11: Officers are elected to one-year terms and may be elected to a maximum of two consecutive terms in one position.

Article V: Duties of the Officers

Section 1: President

- Chair the business and officers' meetings of the LES Drama Booster Club.
- Develop the agenda (Agenda to be approved by LES faculty Drama Sponsor) for the meetings.
- Act as a spokesperson for the LES Drama Booster Club.
- Work directly with the LES faculty Drama Sponsor.
- May serve as signatory on checking account
- Work with the Vice President on fundraising efforts.
- Will act as chair for props and set design committees. (if volunteer chair is unfilled)
- Will act as chair of LES Drama Booster Club marketing committee and be responsible for all marketing of the LES Drama Club including but not limited to all productions, camps, and sales such as t-shirts, cast gifts, etc.

Section 2: Vice-President (of Membership)

- Assumes all duties of the president in their absence and assumes the role of president the following year, if the VP is willing.
- Will act as the chair of the LES Drama Booster volunteer committee which will be responsible for stage set and tear down, work days, etc. (if volunteer chair is unfilled)
- Assumes other duties as required
- Record all minutes of all meetings of the LES Drama Booster Club. (if secretary is unfilled)

- Make the LES Drama Booster Club documents available to school administrators and district personnel as requested. (if secretary is unfilled)
- Have a current copy of the by-laws. (if secretary is unfilled)
- Maintain a membership list.
- Keep all records of attendance of meetings. (if secretary is unfilled)
- Will act as the chair of the costume committee and will be responsible for all costumes. (if volunteer chair is unfilled)
- Will be responsible for the cast make-up committee during LES Drama Club productions.
- Will assist the Treasurer with all fundraising efforts.

Section 3: Treasurer

- Have custody of all the funds of the LES Drama Booster Club.
- Keep books and records including bank statements, receipts, budgets, invoices, purchase orders, inventory records, paid receipts, and canceled checks.
- Make disbursements in accordance with the bills received for the LES Drama Booster Club.
- Serve as 1 of 2 signatories on LES Drama Booster Clubs bank account.
- Reconcile all bank statements and resolve discrepancies with the bank immediately.
- Present a financial report at any meetings.
- Will act as the chair of the concessions committee and be responsible for concessions at all LES Drama Club productions.
- Will be responsible for ticket sales at all LES Drama Club productions.
- Submit books to the administration at the end of the fiscal year in which they held the office of treasurer within 90 days of the conclusion of the fiscal year.
- All funds will be handled by the treasurer.
- 2 signatures will be required on all checks. There shall always be at least 2 people with signing power on the Booster Club account - The president, the treasurer and vice president, and/or the secretary
- In the event, the booster club is disbanded; the Drama Club will utilize the PTA Drama Account to manage funds.
- Will act as chair of all LES Drama Booster Club fundraising committees including but not limited to sponsorships and Playbill design.
- Will receive all fundraising ideas from the membership, present fundraising projects to the board, and direct/coordinate all approved fundraisers.

Section 4: Records Retention Policy

- Financial records will be kept for a period of 7 years. Records will be turned over to the new Treasurer within 30 days of the date of an election.

Article VI: Meetings

Section 1: Meetings of the LES Drama Booster Club will be held 3 times a year at a minimum as determined by the President and the LES Faculty Drama Sponsor. No Meeting shall be deemed official if the LES Faculty Drama Sponsor has not been notified.

Section 2: Quorum for general assembly meetings shall consist of a minimum of 3 booster club members.

Section 3: Notice of meetings shall be given via email to the booster club membership email list.

Section 4: A meeting may be called by any three (3) active LES Drama Booster Club members, with a 3 day written notice via email, written letter or other common mode of LES Drama Booster Club communication.

Article VII: Committees

Section 1: Only members of the LES Drama Booster Club shall be eligible to serve as a chairperson of a committee.

Section 2: The LES Drama Booster Officers, with the approval of the LES Faculty Sponsor, shall create committees as is deemed necessary to carry out the work of the LES Drama Booster Club.

Section 3: Fundraising

- Fundraising to be approved by the LES Principal.
- All fundraising proposals will include:
 1. The name of the organization, contact person and contact information.
 2. The purpose of the fundraiser.
 3. Description of the fundraiser.
 4. Groups or businesses solicited.

Section 4: Volunteers

- Volunteers can be LES employees. Volunteers will include:
 - Assistant Director
 - Set Designer
 - Choreographer
 - Costume Designer
 - Backstage Director
- Stipends will not be paid from Drama Booster during school productions for LES employees; PTA will continue to pay those only to LES employees who are working with children. At the beginning of the school year, the president will send names of those employees to the LES Principal for approval by the PTA. The LSS employee is responsible for making sure the correct paperwork is obtained, completed, and turned back in by the deadline given. It will not be the responsibility of the LES Drama Boosters to do this.

Article VIII: Forms

Complete the "Use of facilities" form as required by the school for use of all facilities when necessary.

Complete request for bus form when necessary.

Complete field trip request form when necessary.

Article IX: Fiscal Year

The fiscal year of the LES Drama Booster Club shall run with the school year.

Article X: Conflict of Interest Policy

Section 1: No officer, member, or volunteer of the LES Drama Booster Club shall participate in the selection, award or administration of a purchase or contract with a vendor where, to their knowledge, any of the following has a financial interest in that purchase or contract:

1. The officer or member;
2. Any member of their immediate family;
3. Their partner;
4. An organization in which any of the above is an officer, director or employee;
5. A person or organization with which any of the above individuals is negotiating or has an arrangement concerning prospective employment.

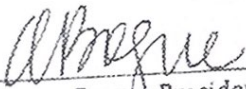
Section 2: Record of Conflict

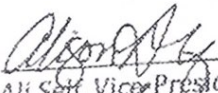
The official minutes of the LES Drama Booster Club shall reflect that the conflict of interest was disclosed and the interested person(s) did not participate in the final discussion or vote and did not vote on the matter.

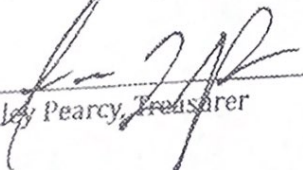
Article XI: Amendments

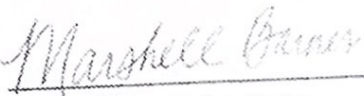
Bylaws are to be reviewed annually. These bylaws may be amended at any regular meeting of The LES Drama Booster Club provided a quorum is present and by a majority of the vote of the members present. The amendments must be read at a meeting, discussed and voted on at the same meeting.

By-laws reviewed and adopted on 7/7/23.


Alyson Bogue, President


Ali Ser, Vice President


Ashley Percy, Treasurer


Marshall Barnes, Secretary


Robin Smith, Sponsor



**Lakeland School System
Support Organization Annual Information Form**

(Pursuant to Section 49-2-604, TCA. This form must be submitted to the director of schools prior to raising any money in the first year the SSO begins operation, and at the beginning of each school year thereafter.)

School Year 2023-2024

Organization Name Lakeland Elementary School Drama Club

- Goals and Objectives of Organization (Fill out if this is your first filing or if you have a change)
- No change from previous year.
- First filing or change. Please explain.

- Status
- Non Profit
- Foundation
- Chartered member of nonprofit organization or foundation

(Attach supporting documentation for status, e.g., annual report filed with Secretary of State)

Officers:

President: Alyson Bogue Phone# 901-275-4159

Address 3480 Saily Lou Cv Bartlett, TN 38133 Email alysonbogue@gmail.com

Vice-President: Ali Self Phone# 303-888-0742

Address 10230 Gillespie Oak Dr Lakeland, TN 39002 Email alself0742@gmail.com

Treasurer: Ashley Pearcy Phone# 901-336-5259

Address 10385 Bentbrooke Dr Lakeland, TN 39002 Email ashleylevins@gmail.com

Secretary: Marshall Barnes Phone# (901) 361-0200

Address 4244 Swan Hill Dr Lakeland TN 39002 Email marshallbarnes@gmail.com

Other _____ Phone# _____

Address _____ Email _____



Lakeland School System
 School Support Organization Annual (or Monthly) Financial Report

School Year 2022-2023

Organization Name Drama Boosters

President _____ Email _____ Phone# _____

Treasurer Ashley Pearcy Email ashley.pearce@gmail.com Phone# 901-334-5759

1. Objectives and activities completed by the organization:
- Full production of Beauty: The Beast, Jr.
- Drama Summer Camp

2. Money in account at the beginning of the school year (or month) \$ 10,507.74

3. Money raised during the school year (or month) by activity or fundraiser

- A. Sponsorships \$ 4000.00
- B. Booster memberships \$ 1380.00
- C. Costume Fees, Posters, Shirts \$ 5029.00
- D. Ticket Sales: Concessions; people's choice \$ 7727.84
- E. Drama Camp \$ 7210.00

Total Revenue for the school year (or month) \$ 25940.84

4. Activities, equipment, materials, services, etc. purchased

- A. Costumes \$ 2250.23
- B. Ads, Playbills, T-shirts \$ 2850.11
- C. Production; Sound \$ 11324.62
- D. Concessions; supplies; Fees \$ 2470.05
- E. Stipends \$ 1250.00

Total Expenditures for school year (or month) \$ 20157.01

5. Money in the account at the end of the school year (or month) \$ 10,297.57

Prepared by Name (Print) Ashley Pearcy

Prepared by Signature [Signature]

Date 10/7/2023

LAKELAND SCHOOL SYSTEM



SCHOOL SUPPORT ORGANIZATION COOPERATIVE AGREEMENT

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WHEREAS, T.C.A. § 49-2-601, et seq., entitled the School Support Organization Financial Accountability Act (the "SSO Act"), empowers qualifying organizations to operate in a support capacity to providing financial support to help carry out academic, arts, athletic, and social programs to further educational opportunities for the children of Tennessee; and

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LAKELAND SCHOOL SYSTEM



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Lakeland Elem PTA

School Support Organization

6.26.2023

Date

Mouci Pitt

Signature

Dr. Ted Horrell

Superintendent

6.26.2023

Date

LAKELAND SCHOOL SYSTEM



SCHOOL SUPPORT ORGANIZATION COOPERATIVE AGREEMENT

This Agreement is entered into by the Lakeland Board of Education ("Lakeland Board") and LPS Orchestra Boosters ("Support Organization") (hereinafter collectively referred to as the "Parties").

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NOW THEREFORE, in consideration of the mutual covenants contained herein, the Lakeland Board and the Support Organization agree as follows:

1. Effective Date - The Effective Date of this Agreement shall be August 15, 2023 and shall cover one school year and end on August 15, 2024.
2. The Support Organization agrees to indemnify and hold harmless the Lakeland Board of Education, the Lakeland School System, Superintendent, and/or any individual School, and all other agents of the Lakeland Board for the actions of the Support Organization and otherwise abide by Board Policy 2.404. The Support Organization shall be responsible for and shall pay for any damage to any school facilities or other property occurring during the Support Organization's use of school facilities or property.
3. The Support Organization represents that its officers appropriately account for, control for and safeguard its funds to ensure such funds are spent only for the purposes related to the Support Organization's stated goals and objectives.

LAKELAND SCHOOL SYSTEM



4. By entering into this Agreement, the Support Organization acknowledges its obligations to operate in compliance with the SSO Act and agrees that a breach of said duties under the SSO Act acts as a breach of this Agreement.
5. The Lakeland Board recognizes the Support Organization as a qualifying school support organization pursuant to Board Policy 2.404 and grants the Support Organization the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.
6. Termination: Either Party may terminate this Agreement for any reason upon thirty (30) days written notice.
7. Assignment: Neither this Agreement, nor any rights or obligations hereunder may be assigned or transferred by either party.

LPS Orchestra Boosters
School Support Organization

7-18-23
Date

[Handwritten Signature]
Signature

Superintendent

Date

SCHOOL SUPPORT ORGANIZATION COOPERATIVE AGREEMENT

This Agreement is entered into by the Lakeland Board of Education (“Lakeland Board”) and _____ (“Support Organization”) (hereinafter collectively referred to as the “Parties”).

WHEREAS, T.C.A. § 49-2-601, et seq., entitled the School Support Organization Financial Accountability Act (the “SSO Act”), empowers qualifying organizations to operate in a support capacity to providing financial support to help carry out academic, arts, athletic, and social programs to further educational opportunities for the children of Tennessee; and

WHEREAS, the Lakeland Board has adopted Board Policy 2.404, which is incorporated herein by reference, to provide a framework to facilitate the proper operation of qualifying organizations; and

WHEREAS, the Support Organization named herein desires to be recognized as a qualifying organization and agrees to abide by the SSO Act and Board Policy 2.404; and

WHEREAS, the Support Organization named herein agrees to comply with financial disclosure, reporting requirements and controls set forth under The Act and the Model Financial Policy for School Support Organizations as provided by the Comptroller of the State of Tennessee; and

WHEREAS, the Lakeland Board desires to recognize the Support Organization named herein as a qualifying school support organization and grant the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Lakeland Board and the Support Organization agree as follows:

1. Effective Date - The Effective Date of this Agreement shall be August 15, 20____ and shall cover one year and end on August 15, 20_____.
2. The Support Organization agrees to indemnify and hold harmless the Lakeland Board of Education, the Lakeland School System, Superintendent, and/or any individual School, and all other agents of the Lakeland Board for the actions of the Support Organization and otherwise abide by Board Policy 2.404. The Support Organization shall be responsible for and shall pay for any damage to any school facilities or other property occurring during the Support Organization’s use of school facilities or property.
3. The Support Organization represents that its officers appropriately account for, control for and safeguard its funds to ensure such funds are spent only for the purposes related to the Support Organization’s stated goals and objectives.

4. By entering into this Agreement, the Support Organization acknowledges its obligations to operate in compliance with the SSO Act and agrees that a breach of said duties under the SSO Act acts as a breach of this Agreement.
5. The Lakeland Board recognizes the Support Organization as a qualifying school support organization pursuant to Board Policy 2.404 and grants the Support Organization the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.
6. Termination: Either Party may terminate this Agreement for any reason upon thirty (30) days written notice.
7. Assignment: Neither this Agreement, nor any rights or obligations hereunder may be assigned or transferred by either party.

School Support Organization Name

SSO Representative Name (Print)

Brandi Owen

SSO Representative Signature

Date

Superintendent Signature

Date

LAKELAND SCHOOL SYSTEM



SCHOOL SUPPORT ORGANIZATION COOPERATIVE AGREEMENT

This Agreement is entered into by the Lakeland Board of Education ("Lakeland Board") and Lakeland Prep Homerun Club ("Support Organization") (hereinafter collectively referred to as the "Parties").

WHEREAS, T.C.A. § 49-2-601, et seq., entitled the School Support Organization Financial Accountability Act (the "SSO Act"), empowers qualifying organizations to operate in a support capacity to providing financial support to help carry out academic, arts, athletic, and social programs to further educational opportunities for the children of Tennessee; and

WHEREAS, the Lakeland Board has adopted Board Policy 2.404, which is incorporated herein by reference, to provide a framework to facilitate the proper operation of qualifying organizations; and

WHEREAS, the Support Organization named herein desires to be recognized as a qualifying organization and agrees to abide by the SSO Act and Board Policy 2.404; and

WHEREAS, the Support Organization named herein agrees to comply with financial disclosure, reporting requirements and controls set forth under The Act and the Model Financial Policy for School Support Organizations as provided by the Comptroller of the State of Tennessee; and

WHEREAS, the Lakeland Board desires to recognize the Support Organization named herein as a qualifying school support organization and grant the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Lakeland Board and the Support Organization agree as follows:


1. **Effective Date** - The Effective Date of this Agreement shall be August 15, 20 23 and shall cover one year and end on August 15, 20 24.
2. The Support Organization agrees to indemnify and hold harmless the Lakeland Board of Education, the Lakeland School System, Superintendent, and/or any individual School, and all other agents of the Lakeland Board for the actions of the Support Organization and otherwise abide by Board Policy 2.404. The Support Organization shall be responsible for and shall pay for any damage to any school facilities or other property occurring during the Support Organization's use of school facilities or property.
3. The Support Organization represents that its officers appropriately account for, control for and safeguard its funds to ensure such funds are spent only for the purposes related to the Support Organization's stated goals and objectives.

LAKELAND SCHOOL SYSTEM

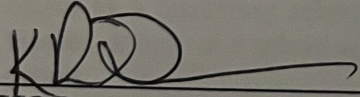


4. By entering into this Agreement, the Support Organization acknowledges its obligations to operate in compliance with the SSO Act and agrees that a breach of said duties under the SSO Act acts as a breach of this Agreement.
5. The Lakeland Board recognizes the Support Organization as a qualifying school support organization pursuant to Board Policy 2.404 and grants the Support Organization the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.
6. **Termination:** Either Party may terminate this Agreement for any reason upon thirty (30) days written notice.
7. **Assignment:** Neither this Agreement, nor any rights or obligations hereunder may be assigned or transferred by either party.

Lakeland Prep

 Homerun Club
School Support Organization Name

Katherine Grove
SSO Representative Name (Print)


SSO Representative Signature

7/25/23
Date

Superintendent Signature

Date



SCHOOL SUPPORT ORGANIZATION COOPERATIVE AGREEMENT

This Agreement is entered into by the Lakeland Board of Education ("Lakeland Board") and Lakeland Prep Lacrosse Booster Club ("Support Organization") (hereinafter collectively referred to as the "Parties").

WHEREAS, T.C.A. § 49-2-601, et seq., entitled the School Support Organization Financial Accountability Act (the "SSO Act"), empowers qualifying organizations to operate in a support capacity to providing financial support to help carry out academic, arts, athletic, and social programs to further educational opportunities for the children of Tennessee; and

WHEREAS, the Lakeland Board has adopted Board Policy 2.404, which is incorporated herein by reference, to provide a framework to facilitate the proper operation of qualifying organizations; and

WHEREAS, the Support Organization named herein desires to be recognized as a qualifying organization and agrees to abide by the SSO Act and Board Policy 2.404; and

WHEREAS, the Support Organization named herein agrees to comply with financial disclosure, reporting requirements and controls set forth under The Act and the Model Financial Policy for School Support Organizations as provided by the Comptroller of the State of Tennessee; and

WHEREAS, the Lakeland Board desires to recognize the Support Organization named herein as a qualifying school support organization and grant the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Lakeland Board and the Support Organization agree as follows:

1. Effective Date - The Effective Date of this Agreement shall be August 15, 20 23 and shall cover one year and end on August 15, 20 24.
2. The Support Organization agrees to indemnify and hold harmless the Lakeland Board of Education, the Lakeland School System, Superintendent, and/or any individual School, and all other agents of the Lakeland Board for the actions of the Support Organization and otherwise abide by Board Policy 2.404. The Support Organization shall be responsible for and shall pay for any damage to any school facilities or other property occurring during the Support Organization's use of school facilities or property.
3. The Support Organization represents that its officers appropriately account for, control for and safeguard its funds to ensure such funds are spent only for the purposes related to the Support Organization's stated goals and objectives.

4. By entering into this Agreement, the Support Organization acknowledges its obligations to operate in compliance with the SSO Act and agrees that a breach of said duties under the SSO Act acts as a breach of this Agreement.
5. The Lakeland Board recognizes the Support Organization as a qualifying school support organization pursuant to Board Policy 2.404 and grants the Support Organization the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.
6. Termination: Either Party may terminate this Agreement for any reason upon thirty (30) days written notice.
7. Assignment: Neither this Agreement, nor any rights or obligations hereunder may be assigned or transferred by either party.

Lakeland Prep Lacrosse Booster Club
School Support Organization Name

Beinda Henry, President
SSO Representative Name (Print)

Beinda Henry
SSO Representative Signature

6-08-2023
Date

Superintendent Signature

Date

LAKELAND SCHOOL SYSTEM



SCHOOL SUPPORT ORGANIZATION COOPERATIVE AGREEMENT

This Agreement is entered into by the Lakeland Board of Education ("Lakeland Board") and Lakeland Prep PTO ("Support Organization") (hereinafter collectively referred to as the "Parties").

WHEREAS, T.C.A. § 49-2-601, et seq., entitled the School Support Organization Financial Accountability Act (the "SSO Act"), empowers qualifying organizations to operate in a support capacity to providing financial support to help carry out academic, arts, athletic, and social programs to further educational opportunities for the children of Tennessee; and

WHEREAS, the Lakeland Board has adopted Board Policy 2.404, which is incorporated herein by reference, to provide a framework to facilitate the proper operation of qualifying organizations; and

WHEREAS, the Support Organization named herein desires to be recognized as a qualifying organization and agrees to abide by the SSO Act and Board Policy 2.404; and

WHEREAS, the Support Organization named herein agrees to comply with financial disclosure, reporting requirements and controls set forth under The Act and the Model Financial Policy for School Support Organizations as provided by the Comptroller of the State of Tennessee; and

WHEREAS, the Lakeland Board desires to recognize the Support Organization named herein as a qualifying school support organization and grant the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Lakeland Board and the Support Organization agree as follows:

1. **Effective Date** - The Effective Date of this Agreement shall be August 15, 20 23 and shall cover one year and end on August 15, 20 24.
2. The Support Organization agrees to indemnify and hold harmless the Lakeland Board of Education, the Lakeland School System, Superintendent, and/or any individual School, and all other agents of the Lakeland Board for the actions of the Support Organization and otherwise abide by Board Policy 2.404. The Support Organization shall be responsible for and shall pay for any damage to any school facilities or other property occurring during the Support Organization's use of school facilities or property.
3. The Support Organization represents that its officers appropriately account for, control for and safeguard its funds to ensure such funds are spent only for the purposes related to the Support Organization's stated goals and objectives.

LAKELAND SCHOOL SYSTEM



4. By entering into this Agreement, the Support Organization acknowledges its obligations to operate in compliance with the SSO Act and agrees that a breach of said duties under the SSO Act acts as a breach of this Agreement.
5. The Lakeland Board recognizes the Support Organization as a qualifying school support organization pursuant to Board Policy 2.404 and grants the Support Organization the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.
6. **Termination:** Either Party may terminate this Agreement for any reason upon thirty (30) days written notice.
7. **Assignment:** Neither this Agreement, nor any rights or obligations hereunder may be assigned or transferred by either party.

Lakeland Prep PTO
School Support Organization Name

Heather Medlen
SSO Representative Name (Print)

Heather Medlen
SSO Representative Signature

7/17/23
Date

Superintendent Signature

Date



SCHOOL SUPPORT ORGANIZATION COOPERATIVE AGREEMENT

This Agreement is entered into by the Lakeland Board of Education (“Lakeland Board”) and Lakeland Prep Sixth Man Club (“Support Organization”) (hereinafter collectively referred to as the “Parties”).

WHEREAS, T.C.A. § 49-2-601, et seq., entitled the School Support Organization Financial Accountability Act (the “SSO Act”), empowers qualifying organizations to operate in a support capacity to providing financial support to help carry out academic, arts, athletic, and social programs to further educational opportunities for the children of Tennessee; and

WHEREAS, the Lakeland Board has adopted Board Policy 2.404, which is incorporated herein by reference, to provide a framework to facilitate the proper operation of qualifying organizations; and

WHEREAS, the Support Organization named herein desires to be recognized as a qualifying organization and agrees to abide by the SSO Act and Board Policy 2.404; and

WHEREAS, the Support Organization named herein agrees to comply with financial disclosure, reporting requirements and controls set forth under The Act and the Model Financial Policy for School Support Organizations as provided by the Comptroller of the State of Tennessee; and

WHEREAS, the Lakeland Board desires to recognize the Support Organization named herein as a qualifying school support organization and grant the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Lakeland Board and the Support Organization agree as follows:

1. **Effective Date** - The Effective Date of this Agreement shall be August 15, 2023 and shall cover one year and end on August 15, 2024.
2. The Support Organization agrees to indemnify and hold harmless the Lakeland Board of Education, the Lakeland School System, Superintendent, and/or any individual School, and all other agents of the Lakeland Board for the actions of the Support Organization and otherwise abide by Board Policy 2.404. The Support Organization shall be responsible for and shall pay for any damage to any school facilities or other property occurring during the Support Organization’s use of school facilities or property.
3. The Support Organization represents that its officers appropriately account for, control for and safeguard its funds to ensure such funds are spent only for the purposes related to the Support Organization’s stated goals and objectives.

4. By entering into this Agreement, the Support Organization acknowledges its obligations to operate in compliance with the SSO Act and agrees that a breach of said duties under the SSO Act acts as a breach of this Agreement.
5. The Lakeland Board recognizes the Support Organization as a qualifying school support organization pursuant to Board Policy 2.404 and grants the Support Organization the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.
6. Termination: Either Party may terminate this Agreement for any reason upon thirty (30) days written notice.
7. Assignment: Neither this Agreement, nor any rights or obligations hereunder may be assigned or transferred by either party.

Lakeland Prep Sixth Man Club

School Support Organization Name

Lauren Jones

SSO Representative Name (Print)



SSO Representative Signature

7/17/2023

Date

Superintendent Signature

Date



SCHOOL SUPPORT ORGANIZATION COOPERATIVE AGREEMENT

This Agreement is entered into by the Lakeland Board of Education ("Lakeland Board") and LPS Drama Club Boosters Support Organization") (hereinafter collectively referred to as the "Parties").

WHEREAS, T.C.A. § 49-2-601, et seq., entitled the School Support Organization Financial Accountability Act (the "SSO Act"), empowers qualifying organizations to operate in a support capacity to providing financial support to help carry out academic, arts, athletic, and social programs to further educational opportunities for the children of Tennessee; and

WHEREAS, the Lakeland Board has adopted Board Policy 2.404, which is incorporated herein by reference, to provide a framework to facilitate the proper operation of qualifying organizations; and

WHEREAS, the Support Organization named herein desires to be recognized as a qualifying organization and agrees to abide by the SSO Act and Board Policy 2.404; and

WHEREAS, the Support Organization named herein agrees to comply with financial disclosure, reporting requirements and controls set forth under The Act and the Model Financial Policy for School Support Organizations as provided by the Comptroller of the State of Tennessee; and

WHEREAS, the Lakeland Board desires to recognize the Support Organization named herein as a qualifying school support organization and grant the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Lakeland Board and the Support Organization agree as follows:

1. Effective Date - The Effective Date of this Agreement shall be August 15, 20____ and shall cover one year and end on August 15, 20____.
2. The Support Organization agrees to indemnify and hold harmless the Lakeland Board of Education, the Lakeland School System, Superintendent, and/or any individual School, and all other agents of the Lakeland Board for the actions of the Support Organization and otherwise abide by Board Policy 2.404. The Support Organization shall be responsible for and shall pay for any damage to any school facilities or other property occurring during the Support Organization's use of school facilities or property.
3. The Support Organization represents that its officers appropriately account for, control for and safeguard its funds to ensure such funds are spent only for the purposes related to the Support Organization's stated goals and objectives.



4. By entering into this Agreement, the Support Organization acknowledges its obligations to operate in compliance with the SSO Act and agrees that a breach of said duties under the SSO Act acts as a breach of this Agreement.
5. The Lakeland Board recognizes the Support Organization as a qualifying school support organization pursuant to Board Policy 2.404 and grants the Support Organization the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.
6. Termination: Either Party may terminate this Agreement for any reason upon thirty (30) days written notice.
7. Assignment: Neither this Agreement, nor any rights or obligations hereunder may be assigned or transferred by either party.

LPS Drama Club Boosters
School Support Organization Name

Alyson Bogue
SSO Representative Name (Print)

ABogue
SSO Representative Signature

1/26/23
Date

Superintendent Signature

Date

SCHOOL SUPPORT ORGANIZATION COOPERATIVE AGREEMENT

This Agreement is entered into by the Lakeland Board of Education (“Lakeland Board”) and Tackdown Club (“Support Organization”) (hereinafter collectively referred to as the “Parties”).

WHEREAS, T.C.A. § 49-2-601, et seq., entitled the School Support Organization Financial Accountability Act (the “SSO Act”), empowers qualifying organizations to operate in a support capacity to providing financial support to help carry out academic, arts, athletic, and social programs to further educational opportunities for the children of Tennessee; and

WHEREAS, the Lakeland Board has adopted Board Policy 2.404, which is incorporated herein by reference, to provide a framework to facilitate the proper operation of qualifying organizations; and

WHEREAS, the Support Organization named herein desires to be recognized as a qualifying organization and agrees to abide by the SSO Act and Board Policy 2.404; and

WHEREAS, the Support Organization named herein agrees to comply with financial disclosure, reporting requirements and controls set forth under The Act and the Model Financial Policy for School Support Organizations as provided by the Comptroller of the State of Tennessee; and

WHEREAS, the Lakeland Board desires to recognize the Support Organization named herein as a qualifying school support organization and grant the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Lakeland Board and the Support Organization agree as follows:

1. **Effective Date** - The Effective Date of this Agreement shall be August 15, 20 23 and shall cover one year and end on August 15, 20 24.
2. The Support Organization agrees to indemnify and hold harmless the Lakeland Board of Education, the Lakeland School System, Superintendent, and/or any individual School, and all other agents of the Lakeland Board for the actions of the Support Organization and otherwise abide by Board Policy 2.404. The Support Organization shall be responsible for and shall pay for any damage to any school facilities or other property occurring during the Support Organization’s use of school facilities or property.
3. The Support Organization represents that its officers appropriately account for, control for and safeguard its funds to ensure such funds are spent only for the purposes related to the Support Organization’s stated goals and objectives.

4. By entering into this Agreement, the Support Organization acknowledges its obligations to operate in compliance with the SSO Act and agrees that a breach of said duties under the SSO Act acts as a breach of this Agreement.

5. The Lakeland Board recognizes the Support Organization as a qualifying school support organization pursuant to Board Policy 2.404 and grants the Support Organization the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.

6. Termination: Either Party may terminate this Agreement for any reason upon thirty (30) days written notice.

7. Assignment: Neither this Agreement, nor any rights or obligations hereunder may be assigned or transferred by either party.

Touchdown Club

School Support Organization Name

Amy Roberson

SSO Representative Name (Print)

[Signature]

SSO Representative Signature

7/19/23

Date

Superintendent Signature

Date

LAKELAND SCHOOL SYSTEM



SCHOOL SUPPORT ORGANIZATION COOPERATIVE AGREEMENT

This Agreement is entered into by the Lakeland Board of Education ("Lakeland Board") and Lakeland Prep Volleyball Booster Club ("Support Organization") (hereinafter collectively referred to as the "Parties").

WHEREAS, T.C.A. § 49-2-601, et seq., entitled the School Support Organization Financial Accountability Act (the "SSO Act"), empowers qualifying organizations to operate in a support capacity to providing financial support to help carry out academic, arts, athletic, and social programs to further educational opportunities for the children of Tennessee; and

WHEREAS, the Lakeland Board has adopted Board Policy 2.404, which is incorporated herein by reference, to provide a framework to facilitate the proper operation of qualifying organizations; and

WHEREAS, the Support Organization named herein desires to be recognized as a qualifying organization and agrees to abide by the SSO Act and Board Policy 2.404; and

WHEREAS, the Support Organization named herein agrees to comply with financial disclosure, reporting requirements and controls set forth under The Act and the Model Financial Policy for School Support Organizations as provided by the Comptroller of the State of Tennessee; and

WHEREAS, the Lakeland Board desires to recognize the Support Organization named herein as a qualifying school support organization and grant the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Lakeland Board and the Support Organization agree as follows:

1. **Effective Date** - The Effective Date of this Agreement shall be August 15, 2023 and shall cover one year and end on August 15, 2024.
2. The Support Organization agrees to indemnify and hold harmless the Lakeland Board of Education, the Lakeland School System, Superintendent, and/or any individual School, and all other agents of the Lakeland Board for the actions of the Support Organization and otherwise abide by Board Policy 2.404. The Support Organization shall be responsible for and shall pay for any damage to any school facilities or other property occurring during the Support Organization's use of school facilities or property.
3. The Support Organization represents that its officers appropriately account for, control for and safeguard its funds to ensure such funds are spent only for the purposes related to the Support Organization's stated goals and objectives.

LAKELAND SCHOOL SYSTEM



4. By entering into this Agreement, the Support Organization acknowledges its obligations to operate in compliance with the SSO Act and agrees that a breach of said duties under the SSO Act acts as a breach of this Agreement.
5. The Lakeland Board recognizes the Support Organization as a qualifying school support organization pursuant to Board Policy 2.404 and grants the Support Organization the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.
6. **Termination:** Either Party may terminate this Agreement for any reason upon thirty (30) days written notice.
7. **Assignment:** Neither this Agreement, nor any rights or obligations hereunder may be assigned or transferred by either party.

LDS volleyball booster
School Support Organization Name

Heather Medlin
SSO Representative Name (Print)

Heather Medlin
SSO Representative Signature

7/17/23
Date

Superintendent Signature

Date

SCHOOL SUPPORT ORGANIZATION COOPERATIVE AGREEMENT

This Agreement is entered into by the Lakeland Board of Education (“Lakeland Board”) and _____ (“Support Organization”) (hereinafter collectively referred to as the “Parties”).

WHEREAS, T.C.A. § 49-2-601, et seq., entitled the School Support Organization Financial Accountability Act (the “SSO Act”), empowers qualifying organizations to operate in a support capacity to providing financial support to help carry out academic, arts, athletic, and social programs to further educational opportunities for the children of Tennessee; and

WHEREAS, the Lakeland Board has adopted Board Policy 2.404, which is incorporated herein by reference, to provide a framework to facilitate the proper operation of qualifying organizations; and

WHEREAS, the Support Organization named herein desires to be recognized as a qualifying organization and agrees to abide by the SSO Act and Board Policy 2.404; and

WHEREAS, the Support Organization named herein agrees to comply with financial disclosure, reporting requirements and controls set forth under The Act and the Model Financial Policy for School Support Organizations as provided by the Comptroller of the State of Tennessee; and

WHEREAS, the Lakeland Board desires to recognize the Support Organization named herein as a qualifying school support organization and grant the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Lakeland Board and the Support Organization agree as follows:

1. Effective Date - The Effective Date of this Agreement shall be August 15, 20____ and shall cover one year and end on August 15, 20_____.
2. The Support Organization agrees to indemnify and hold harmless the Lakeland Board of Education, the Lakeland School System, Superintendent, and/or any individual School, and all other agents of the Lakeland Board for the actions of the Support Organization and otherwise abide by Board Policy 2.404. The Support Organization shall be responsible for and shall pay for any damage to any school facilities or other property occurring during the Support Organization’s use of school facilities or property.
3. The Support Organization represents that its officers appropriately account for, control for and safeguard its funds to ensure such funds are spent only for the purposes related to the Support Organization’s stated goals and objectives.

4. By entering into this Agreement, the Support Organization acknowledges its obligations to operate in compliance with the SSO Act and agrees that a breach of said duties under the SSO Act acts as a breach of this Agreement.
5. The Lakeland Board recognizes the Support Organization as a qualifying school support organization pursuant to Board Policy 2.404 and grants the Support Organization the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.
6. Termination: Either Party may terminate this Agreement for any reason upon thirty (30) days written notice.
7. Assignment: Neither this Agreement, nor any rights or obligations hereunder may be assigned or transferred by either party.

School Support Organization Name

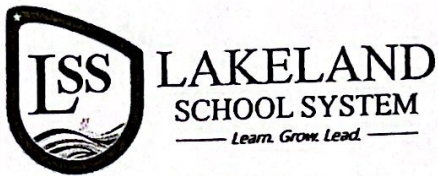
SSO Representative Name (Print)

SSO Representative Signature

Date

Superintendent Signature

Date



SCHOOL SUPPORT ORGANIZATION COOPERATIVE AGREEMENT

This Agreement is entered into by the Lakeland Board of Education ("Lakeland Board") and LUPS Soccer Club/LPS HS Soccer Booster ("Support Organization") (hereinafter collectively referred to as the "Parties").

WHEREAS, T.C.A. § 49-2-601, et seq., entitled the School Support Organization Financial Accountability Act (the "SSO Act"), empowers qualifying organizations to operate in a support capacity to providing financial support to help carry out academic, arts, athletic, and social programs to further educational opportunities for the children of Tennessee; and

WHEREAS, the Lakeland Board has adopted Board Policy 2.404, which is incorporated herein by reference, to provide a framework to facilitate the proper operation of qualifying organizations; and

WHEREAS, the Support Organization named herein desires to be recognized as a qualifying organization and agrees to abide by the SSO Act and Board Policy 2.404; and

WHEREAS, the Support Organization named herein agrees to comply with financial disclosure, reporting requirements and controls set forth under The Act and the Model Financial Policy for School Support Organizations as provided by the Comptroller of the State of Tennessee; and

WHEREAS, the Lakeland Board desires to recognize the Support Organization named herein as a qualifying school support organization and grant the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Lakeland Board and the Support Organization agree as follows:

1. Effective Date - The Effective Date of this Agreement shall be August 15, 2023 and shall cover one school year and end on August 15, 2024.
2. The Support Organization agrees to indemnify and hold harmless the Lakeland Board of Education, the Lakeland School System, Superintendent, and/or any individual School, and all other agents of the Lakeland Board for the actions of the Support Organization and otherwise abide by Board Policy 2.404. The Support Organization shall be responsible for and shall pay for any damage to any school facilities or other property occurring during the Support Organization's use of school facilities or property.
3. The Support Organization represents that its officers appropriately account for, control for and safeguard its funds to ensure such funds are spent only for the purposes related to the Support Organization's stated goals and objectives.



4. By entering into this Agreement, the Support Organization acknowledges its obligations to operate in compliance with the SSO Act and agrees that a breach of said duties under the SSO Act acts as a breach of this Agreement.
5. The Lakeland Board recognizes the Support Organization as a qualifying school support organization pursuant to Board Policy 2.404 and grants the Support Organization the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.
6. Termination: Either Party may terminate this Agreement for any reason upon thirty (30) days written notice.
7. Assignment: Neither this Agreement, nor any rights or obligations hereunder may be assigned or transferred by either party.

(in process of name change)
LMPS Soccer Club / LPS HS Soccer Booster
School Support Organization

6/20/23
Date

Michelle S Childs
Signature

Superintendent

Date

LAKELAND SCHOOL SYSTEM



SCHOOL SUPPORT ORGANIZATION COOPERATIVE AGREEMENT

This Agreement is entered into by the Lakeland Board of Education ("Lakeland Board") and LPS Softball Booster Club ("Support Organization") (hereinafter collectively referred to as the "Parties").

WHEREAS, T.C.A. § 49-2-601, et seq., entitled the School Support Organization Financial Accountability Act (the "SSO Act"), empowers qualifying organizations to operate in a support capacity to providing financial support to help carry out academic, arts, athletic, and social programs to further educational opportunities for the children of Tennessee; and

WHEREAS, the Lakeland Board has adopted Board Policy 2.404, which is incorporated herein by reference, to provide a framework to facilitate the proper operation of qualifying organizations; and

WHEREAS, the Support Organization named herein desires to be recognized as a qualifying organization and agrees to abide by the SSO Act and Board Policy 2.404; and

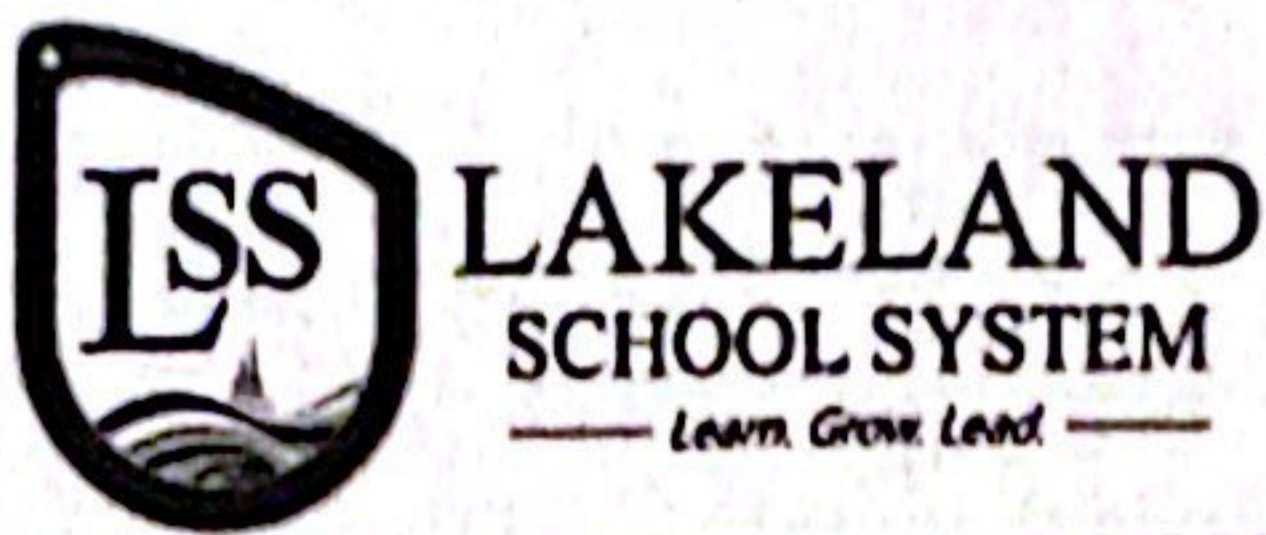
WHEREAS, the Support Organization named herein agrees to comply with financial disclosure, reporting requirements and controls set forth under The Act and the Model Financial Policy for School Support Organizations as provided by the Comptroller of the State of Tennessee; and

WHEREAS, the Lakeland Board desires to recognize the Support Organization named herein as a qualifying school support organization and grant the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Lakeland Board and the Support Organization agree as follows:

1. Effective Date - The Effective Date of this Agreement shall be August 15, 2023 and shall cover one year and end on August 15, 2024.
2. The Support Organization agrees to indemnify and hold harmless the Lakeland Board of Education, the Lakeland School System, Superintendent, and/or any individual School, and all other agents of the Lakeland Board for the actions of the Support Organization and otherwise abide by Board Policy 2.404. The Support Organization shall be responsible for and shall pay for any damage to any school facilities or other property occurring during the Support Organization's use of school facilities or property.
3. The Support Organization represents that its officers appropriately account for, control for and safeguard its funds to ensure such funds are spent only for the purposes related to the Support Organization's stated goals and objectives.

LAKELAND SCHOOL SYSTEM



4. By entering into this Agreement, the Support Organization acknowledges its obligations to operate in compliance with the SSO Act and agrees that a breach of said duties under the SSO Act acts as a breach of this Agreement.
5. The Lakeland Board recognizes the Support Organization as a qualifying school support organization pursuant to Board Policy 2.404 and grants the Support Organization the authorization to use the name, mascot, or logo of a school or the school district effective the date this agreement is signed by both parties.
6. Termination: Either Party may terminate this Agreement for any reason upon thirty (30) days written notice.
7. Assignment: Neither this Agreement, nor any rights or obligations hereunder may be assigned or transferred by either party.

Lakeland Preparatory School (LPS) Softball Booster Club
School Support Organization Name
6-10 grade

Cindy Calhoun
SSO Representative Name (Print)

ccalhoun
SSO Representative Signature

7-25-23
Date

Superintendent Signature

Date



Presented 08/14/23

Lakeland School System Fees List

REQUESTED FEES FOR 2023-24

School	Requested Fee	Purpose	Course
Lakeland Elementary	\$10	4th Grade Recorder Fee	Music
Lakeland Elementary	Not to exceed \$10	Class T-Shirt Fee	School-wide
Lakeland Elementary	Not to exceed \$50	School Day Field Trips	Varied
Lakeland Elementary	\$30	Technology Fee	School-wide
Lakeland Preparatory	\$10	AAPPL Language Test	French
Lakeland Preparatory	Not to exceed \$10	AAPPL Language Test	Spanish I Honors
Lakeland Preparatory	Not to exceed \$15	AAPPL Language Test	Spanish II Honors
Lakeland Preparatory	Not to exceed \$25	AAPPL Language Test	Spanish III Honors
Lakeland Preparatory	\$97	Advanced Placement (AP) Exam Fee	Various
Lakeland Preparatory	\$20	Art Fee	Art
Lakeland Preparatory	\$75	Band Instrument Rental Fee (Summer)	MS Band / HS Concert Band
Lakeland Preparatory	\$75	Band Instrument Rental Fee Per Semester	MS Band / HS Concert Band
Lakeland Preparatory	\$75	Band Shirt and Supply Fee	MS Band / HS Concert Band
Lakeland Preparatory	\$75	Choir Shirt and Supply Fee	Choir
Lakeland Preparatory	\$50	Chromebook Maintenance Fee	School-wide
Lakeland Preparatory	\$25	Lab fee	Chemistry
Lakeland Preparatory	\$25	Lab fee	Biology
Lakeland Preparatory	\$30	Lab fee	AP Environmental Science
Lakeland Preparatory	\$25	Lab Fee	STEM I
Lakeland Preparatory	\$25	Lab Fee	STEM II
Lakeland Preparatory	\$25	Lab Fee	CTE: Health Science Education
Lakeland Preparatory	\$25	Lab Fee	CTE: Medical Therapeutics
Lakeland Preparatory	\$25	Local Dual Credit Wellness Course Exam Fee	Wellness



Presented 08/14/23

Lakeland School System Fees List

REQUESTED FEES FOR 2023-24

School	Requested Fee	Purpose	Course
Lakeland Preparatory	\$10	National Spanish Exam Fee	Spanish I, II Honors
Lakeland Preparatory	\$32	OSHA 10 Certification Fee	CTE
Lakeland Preparatory	\$25	PE Uniform Fee	PE
Lakeland Preparatory	Not to exceed \$50	School Day Field Trips	Varied
Lakeland Preparatory	\$75	Strings Instrument Rental Fee Per Semester	Strings
Lakeland Preparatory	\$75	Strings Shirt and Supply Fee	Strings
Lakeland Preparatory	\$25	Technology Fee	School-wide
Lakeland Preparatory	\$20	Theater Fee	Theater



Presented 08/14/23

Lakeland School System Fees List

REQUIRED FEES FOR 2023-24

School	Required Fee	Purpose	Activity / Program
Lakeland Elementary	\$5	Art Club Fee	Art Club
Lakeland Elementary	Not to exceed \$300	Camp Invention Fee	Camp Invention
Lakeland Elementary	Not to exceed \$150	Chess Club Fee	Chess Club
Lakeland Elementary	\$150	Drama Camp Fee	Drama Camp
Lakeland Elementary	Not to exceed \$75	Drama Club Fee	Drama Club
Lakeland Elementary	Not to exceed \$100	Kindergarten Camp Fee	Kindergarten Camp
Lakeland Elementary	Not to exceed \$200	Lego Club Fee	Lego Club
Lakeland Elementary	Not to exceed \$75	Memphis Youth Athletics	Cross Country
Lakeland Preparatory	Not to Exceed \$100	5-6 Winter Musical Cast Fee	Theatre
Lakeland Preparatory	Not to Exceed \$50	5-6 Winter Musical Crew Fee	Theatre
Lakeland Preparatory	Not to Exceed \$100	7-10 Fall Production Cast Fee	Theatre
Lakeland Preparatory	Not to Exceed \$50	7-10 Fall Production Crew Fee	Theatre
Lakeland Preparatory	Not to Exceed \$150	7-10 Spring Production Cast Fee	Theatre
Lakeland Preparatory	Not to Exceed \$50	7-10 Spring Production Crew Fee	Theatre
Lakeland Preparatory	\$300	Baseball Fee	Baseball
Lakeland Preparatory	Not to exceed \$1000	Basketball Cheerleading Fee	Basketball Cheer
Lakeland Preparatory	\$21	Battle of the Books Fee	Battle of the Books
Lakeland Preparatory	Not to exceed \$275	Boys Basketball Fee	Boys Basketball
Lakeland Preparatory	Not to exceed \$300	Boys Lacrosse Fee	Boys Lacrosse
Lakeland Preparatory	Not to exceed \$450	Boys Soccer Fee	Boys Soccer
Lakeland Preparatory	\$250	Chess Club Fee	Chess Club
Lakeland Preparatory	Not to exceed \$250	Winter Guard Fee	Winter Guard
Lakeland Preparatory	Not to exceed \$4500	Competitive Cheerleading Fee	Competitive Cheer
Lakeland Preparatory	Not to exceed \$200	Cross Country Fee	Cross Country
Lakeland Preparatory	Not to exceed \$20	DECA Membership	CTE Student Organization (Entrepreneurship)
Lakeland Preparatory	Not to exceed \$50	Events Sponsored by WTVMEA (All West, Choral Festival, Workshops)	Honor Choir
Lakeland Preparatory	\$250	Fall Tennis Fee	Tennis
Lakeland Preparatory	\$275	Football Fee	Football
Lakeland Preparatory	Not to exceed \$275	Girls Basketball Fee	Girls Basketball
Lakeland Preparatory	Not to exceed \$300	Girls Lacrosse Fee	Girls Lacrosse
Lakeland Preparatory	Not to exceed \$450	Girls Soccer Fee	Girls Soccer



Presented 08/14/23

Lakeland School System Fees List

REQUIRED FEES FOR 2023-24

School	Required Fee	Purpose	Activity / Program
Lakeland Preparatory	Not to exceed \$250	Golf Fee	Golf
Lakeland Preparatory	\$14	HOSA Membership Fee	CTE Student Organization (Health Sciences)
Lakeland Preparatory	Not to exceed \$50	International Thespian Society (High School)	Theatre
Lakeland Preparatory	\$20	Jazz Band Fee	Band
Lakeland Preparatory	Not to exceed \$30	Jr International Thespian Society (Middle School)	Theatre
Lakeland Preparatory	\$32	Junior Beta Club Membership Fee	Junior Beta Club
Lakeland Preparatory	Not to exceed \$50	Knowledge Bowl Team Fees	Knowledge Bowl Club
Lakeland Preparatory	Not to exceed \$500	Marching Band and Color Guard Fee	High School Band and Color Guard
Lakeland Preparatory	\$5	National Elementary Honor Society Dues	NEHS
Lakeland Preparatory	\$15	National Junior Honor Society Dues	NEJS
Lakeland Preparatory	\$50	Parking Fee	Administrative
Lakeland Preparatory	Not to exceed \$25	PSAT Exam Fee	PSAT Test
Lakeland Preparatory	Not to exceed \$100	Robotics Competition Fees	Robotics Club
Lakeland Preparatory	Not to exceed \$20	Skills USA Membership	CTE Student Organization (Criminal Justice & A/V Production)
Lakeland Preparatory	\$300	Softball Fee	Softball
Lakeland Preparatory	\$100	Spring Production Cast Fee	Theatre
Lakeland Preparatory	\$250	Spring Tennis Fee	Tennis
Lakeland Preparatory	Not to exceed \$300	Swimming Club Fee	Swim Club
Lakeland Preparatory	Not to exceed \$250	Track & Field Fee	Track & Field
Lakeland Preparatory	Not to exceed \$20	TSA Membership	CTE Student Organization (STEM)
Lakeland Preparatory	\$250	Volleyball Fee	Volleyball
Lakeland Preparatory	Not to exceed \$300	Wrestling Fee	Wrestling

Lakeland Board of Education

Monitoring: Review: Annually, in December	Descriptor Term: Grading System	Descriptor Code: 4.600	Issued Date: 08/14/23
		Rescinds: 4.600	Issued: 07/10/23

1 GRADING PROCEDURES FOR GRADES K-5^{1,2}

2 The grading system for Lakeland School System schools in accordance with the Tennessee Uniform
3 Grading System establishes the grading system for grades Kindergarten through Fifth grade.

4 Two (2) report cards are used in grades K-5; (1) for Kindergarten; (1) for grades 1-5. Teachers should
5 refer to the appropriate card for an explanation of the grading system for each level.

6 **Kindergarten:**

7 The Kindergarten report cards show progress toward the state standards. The grade level standard is set
8 by the state and indicates what a student should know and be able to do. Students are evaluated based
9 on their progress toward meeting benchmarks for each standard. This is indicated by mastery or non-
10 mastery for each skill. Report cards are sent home at the end of each nine-week quarter.

11 **Grades 1-5:**

12 In all schools, students' conduct is graded as "E", "G", "S", "N", or "U" and is to be reported at each
13 grading period on the report card. Self-contained classes receive one homeroom conduct grade.
14 Individual subject classes each give a conduct grade.

15 The basic grading system for knowledge/subject area is expressed by the letters "A", "B", "C", "D", and
16 "F" with the following numerical values except for 1st grade science and social studies, which will be
17 expressed by the letter "S" or "N".

- 18
- 19 ● A (90-100)
 - 20 ● B (80-89)
 - 21 ● C (70-79)
 - 22 ● D (60-69)
 - 23 ● F (0-59)

24 GRADING PROCEDURES FOR GRADES Six-Eight (6-8)^{1,2}

25 Lakeland School System Board of Education policy, in accordance with the Tennessee Uniform
26 Grading System, establishes the grading system for grades 6-12.

1 Report cards are sent to parents at the end of each nine-week period. Parents must be notified within a
2 report card period when a student is not doing acceptable work.

3 **Grades Six-Eight (6-8):**

- 4 1. In all schools, students' conduct is graded as "E", "G", "S", "N", or "U" and is to be reported at
5 each grading period on the report card. Self-contained classes receive one homeroom conduct
6 grade. Individual subject classes each give a conduct grade.
- 7 2. The basic grading system for knowledge/subject area is expressed by the letters "A", "B", "C",
8 "D", and "F" with the following numerical values

- 9 ● A (90-100)
10 ● B (80-89)
11 ● C (70-79)
12 ● D (60-69)
13 ● F (0-59)

14 **Grade Calculations for Grades Six-Eight (6-8)**

15 Scores on state-mandated exams shall comprise a percentage of the students' final grade for the second
16 semester. (TCA 49-1-617)

17 No student should fail for the semester or year if the only failing grade is that of the end of course
18 state-mandated exam. Semester exams are not given to students in grades 6-8 with the exception of
19 high school level courses. High school level courses taken in middle school will be handled in the
20 same manner as all other high school courses taken in grades 9-11.

21 For courses which have no state-mandated exam required during a given semester, semester grades are
22 determined by counting the two quarter grades as 50%. For courses which have a state-mandated exam
23 required during the second semester, the second semester grades are determined by counting the two
24 quarter grades as 90% and the state-mandated exam as 10%. Should LSS not receive its students'
25 state-mandated exam scores at least five (5) instructional days before the end of the school year,
26 second semester grades shall be determined by averaging the two quarter grades.

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

28 The grading system for Lakeland School System schools in accordance with the Tennessee Uniform
29 Grading System establishes the grading system for grades nine (9) through twelve (12).

30 Grades will be reported on report cards and transcript records using the numerical values indicated
31 below:

- 32 ● A (90-100)
33 ● B (80-89)
34 ● C (70-79)
35 ● D (60-69)

- 1 • F (0-59)

2

3 **Credits**

4 Credits will be awarded in a .5 increment upon successful completion of a semester. A student will
 5 receive one full credit in a course if he/she receives a passing yearly grade for the course.

6 **Conduct**

7 Student conduct is graded as “E”, “S”, “N”, or “U” and is to be reported at each grading period on the
 8 report card.

9 **Calculation For High School Course GPA Weighting**

10 The Lakeland School System weighted grading scale shall be used for report cards, GPA, class rank,
 11 honor roll and all official purposes with the exception of the Lottery/HOPE Scholarship. Advanced
 12 Coursework weighting will be as follows:
 13

Grade	Value	Honors Courses	Dual Enrollment, Local & State Dual Credit, Industry Certification	Advanced Placement Courses
A	90-100	Shall include the addition of 3 percentage points to the grades used to calculate the semester average.	Shall include the addition of 4 percentage points to the grades used to calculate the semester average.	Shall include the addition of 5 percentage points to the grades used to calculate the semester average.
B	80-89			
C	70-79			
D	60-69			
F	0-59			

14 Quality points will be issued for high school courses as indicated below:

Grade	Value	Standard	Honors	Advanced Placement, Dual Enrollment, Local & State Dual Credit, Industry Certification
A	90-100	4.0	4.5	5.0
B	80-89	3.0	3.5	4.0

C	70-79	2.0	2.5	3.0
D	60-69	1.0	1.5	2.0
F	0-59	0	0	0

1 Tennessee Uniform Grading Scale for the Lottery/Hope Scholarship

2 Schools teaching grades nine (9) through twelve (12) shall use the uniform grading system established
 3 by the State Board of Education for the purpose of applying for the Lottery/HOPE Scholarship. Using
 4 the uniform grading system, students' grades shall be reported for the purposes of application for post-
 5 secondary financial assistance administered by the Tennessee Student Assistance Corporation (TSAC).

6 Subject area grades shall be expressed by the following letters with their corresponding percentage range
 7 and advanced coursework grades shall be weighted with additional percentage points to calculate the
 8 semester average as indicated below:

Grade	Value	Honors Courses	Dual Enrollment, Local & State Dual Credit, Industry Certification	Advanced Placement Courses
A	90-100	Shall include the addition of 3 percentage points to the grades used to calculate the semester average.	Shall include the addition of 4 percentage points to the grades used to calculate the semester average.	Shall include the addition of 5 percentage points to the grades used to calculate the semester average.
B	80-89			
C	70-79			
D	60-69			
F	0-59			

9 Assigning additional quality points above 4.0 for advanced coursework is not allowed for the purpose of
 10 determining eligibility for the lottery scholarships. Quality points will be awarded as follows for the
 11 Lottery/Hope Scholarship GPA.

Grade	Value	Points
A	90-100	4.0
B	80-89	3.0
C	70-79	2.0
D	60-69	1.0
F	0-59	0

1 The GPA used to determine eligibility for the HOPE Scholarship shall be reported on the student's
2 transcript as the "Hope Scholarship GPA."

3 **Advanced Coursework**

4 Students enrolled in Advanced Placement courses, State Dual Credit Courses, Local Dual Credit
5 Courses, or National Industry Certification courses are expected to sit for the culminating exam
6 associated with the course. Students who fail to sit for the culminating exam associated with the AP
7 Courses, State Dual Credit Courses, Local Dual Credit Courses, or the National Industry Certification
8 Courses will not be awarded the quality points or weighting points attributed to the course. For students
9 who do not sit for the culminating exam, grades will be deducted for all grading periods within the
10 current school year.

11 **GRADING**

12 **Semester Grades**

13 The first and second semester grades are determined by counting the two quarter grades as 80% and the
14 semester teacher-created examination as 20%. For second semester grades, state-mandated exams may
15 also be calculated into the student's second semester grade if received in time to be required by law. All
16 high school courses will have a teacher-made exam even if that course also has a state-mandated exam.

17 **State-Mandated Exams**

18 For students in grades 9-12, scores on state-mandated exams shall comprise 15% of the students' final
19 grade for the second semester while the teacher-made exam will be worth 5% of the student's final grade
20 for the second semester. If the state-mandated exams scores are not returned in time, the teacher-made
21 exam will be worth 20% of the student's second semester grade.

22 **Semester Exams**

23 **All high school level courses will have a first semester exam that will be taken by all students in**
24 **ninth, tenth, and eleventh grades as well as middle school students who are taking high school**
25 **courses. Twelfth graders will have the option to be exempt if they meet exemption criteria;**
26 **however, for courses that are only one semester, students in grades 9-11 may also be exempt during**
27 **the first semester. All grade levels in high school courses are eligible for teacher created second**
28 **semester exam exemption.**

29 **Requirements for First Semester Exam Exemptions for Twelfth Graders**

- 30
- 31 ● Twelfth graders who have a 90 or higher average for the two quarters during the first semester in
32 a high school course will be exempted from the semester exam if the student desires. When a
33 student is exempted from the examination, the semester average will be the average of the two
34 quarter grades only plus the end of course state-mandated exam, if applicable.
 - 35 ● Additionally, to be eligible for exam exemption, a student must have zero unexcused absences
36 or partial unexcused absences for the semester in which the course exam is taken.
 - Students who receive a truancy notification letter will be disqualified from all exemptions.

1 Requirements for Second Semester Exam Exemptions in High School Courses for All Students

- 2 ● Students who have a 90 or higher average for the two quarters during the second semester in a
 3 high school course will be exempted from the semester exam if the student desires. When a
 4 student is exempted from the examination, the semester average will be the average of the two
 5 quarter grades unless the course has a state-mandated exam and those scores are returned on time.
 6 ● Additionally, to be eligible for exam exemption, a student must have zero unexcused absences
 7 or partial unexcused absences for the semester in which the course exam is taken.
 8 ● Students who receive a truancy notification letter will be disqualified from all exemptions.

9 **Transfer Grades**

10 Students who transfer grades from another school district must be on an official school transcript for
 11 credit to be awarded.

12 **LOTTERY SCHOLARSHIPS⁴**

13 Each school counselor shall provide incoming 9th graders with information on college core courses
 14 required for lottery scholarships as well as necessary criteria (grade point average, ACT and SAT score,
 15 etc.) that must be met in order to receive a scholarship.

16 Twelfth graders may apply for the Tennessee HOPE Scholarship by completing the Free Application for
 17 Federal Student Aid (FAFSA). The FAFSA is available at the guidance office or online. Students shall
 18 be made aware of all applicable FAFSA deadlines and encouraged to submit applications in a timely
 19 manner.

20 Elementary school counselors shall explain the HOPE Scholarship and its requirements to their students
 21 and impress upon them the benefits of making good grades.

22 **LOTTERY SCHOLARSHIP DAY**

23 Each school year, prior to scheduling courses for the following school year, schools teaching students in
 24 grades 8-11 shall conduct a lottery scholarship day for students and their parents.⁵

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 49-1-617
4. TCA 49-4-904, 907
5. 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
 Testing Programs 4.700
 Attendance 6.200

Lakeland Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: <h2 style="text-align: center;">Attendance</h2>	Descriptor Code: 6.200	Issued Date: 08/14/23
		Rescinds: 6.200	Issued: 07/10/23

1 *General*

2 Attendance is a key factor in student achievement; therefore, students are expected to be present each
3 day school is in session.

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

6 The Student Services Supervisor shall oversee the entire attendance program which shall include:¹

- 7 1. All accounting and reporting procedures and their dissemination;
- 8 2. Alternative program options for students who severely fail to meet minimum attendance
9 requirements;
- 10 3. Ensuring that all school age children attend school;
- 11 4. Providing documentation of enrollment status upon request for students applying for new or
12 reinstatement of driver's permit or license;
- 13 5. Notifying the Department of Safety whenever a student with a driver's permit or license
14 withdraws from school; and²
- 15 6. Assisting the Board, under the direction of the Superintendent, with the enforcement of the
16 compulsory attendance laws of the State, and to discharge other duties that are necessary to
17 effectuate enforcement of laws, this policy, and any procedures related to absenteeism and
18 truancy.

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

22 Absences shall be classified as either excused or unexcused as determined by the Principal or his/her
23 designee.

24 A. Excused absences shall include:⁴

- 25 1. Personal illness/injury;
- 26 a. Only ten (10) days, whether consecutive or not, can be excused by a parent note.

- 1 b. All absences over 10 days must be accompanied by a medical note.
- 2 2. Illness of immediate family member;
- 3 a. Immediate family member refers to a student's parents/guardian or sibling.
- 4 3. Death in the family;
- 5 4. Extreme weather conditions;
- 6 5. Religious observances;⁵
- 7 6. Pregnancy;
- 8 7. School endorsed activities;
- 9 8. Up to two (2) college visits on school days for 11th and 12th graders;
- 10 9. Driver's testing;
- 11 10. Summons, subpoena, or court order; or
- 12 11. Circumstances which in the judgment of the principal create emergencies over which the
- 13 student has no control.

14 **Out-of-school suspensions are not considered excused absences.**

15 The principal shall be responsible for ensuring that:⁶

- 16 1. Attendance is checked and reported daily for each class;
- 17 2. Daily absentee sheets contain sign in/sign out sheets and indicate students present or
- 18 absent for the majority of the day;
- 19 3. All student absences are verified;
- 20 4. Written excuses are submitted for absences and tardiness; and
- 21 5. System-wide procedures for accounting and reporting are followed.

22 B. Absences for non-school sponsored extracurricular activities⁷:

- 23 1. School Principals may excuse a student from school attendance to participate in a non-
- 24 school sponsored extracurricular activity if the following conditions are met:
 - 25 a. The student provides documentation to the school as proof of the student's
 - 26 participation in the non-school sponsored extracurricular activity; and
 - 27 b. The student's parent or guardian, prior to the extracurricular activity, submits to the
 - 28 Principal a written request for the excused absence. The written request shall be

- 1 submitted no later than five (5) business days prior to the student's absence and shall
2 include:
- 3 i. The student's full name and personal identification number;
 - 4 ii. The student's grade;
 - 5 iii. The dates of student's absence;
 - 6 iv. The reason for the student's absence; and
 - 7 v. The signature of the student and the student's parent or guardian.
- 8 2. The Principal shall indicate in writing whether the absence is excused or unexcused.
9
- 10 3. The maximum number of days for which school Principals may excuse students for non-
11 school sponsored extracurricular activities is five (5) per school year; provided that the
12 Principal may limit the number of days for which students may be excused based upon the
13 student's grades or disciplinary record.
- 14 4. No absences requested during the state-approved TCAP testing window will be considered
15 for approval.

16 All absences must be verified in writing by the parent within three (3) business days of the student's
17 return to school.

18 Absences for which no written verification is submitted will be considered unexcused.

19 Students who have more than five (5) unexcused absences have the opportunity to appeal to the
20 Student Services Supervisor. The decision of the Student Services Supervisor shall be final.

21 Students participating in school sponsored activities shall be counted present.

22 **TRUANCY**

23 *General*

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

32 A student who is absent five (5) days without adequate excuse shall be reported to the
33 Superintendent/designee who will, in turn, provide written notice to the parent(s)/guardian(s) of the

1 student's absence. If a parent/guardian does not provide documentation within adequate time excusing
2 those absences, or request an attendance hearing, then the Superintendent shall implement tier two and
3 tier three of the progressive truancy plan described below prior to referral to juvenile court.

4 *Progressive Truancy Plan*⁹

5 Tier I of the progressive truancy plan shall apply to all students within the district and include schoolwide
6 prevention-oriented supports to assist with satisfactory attendance. These supports shall include, but are
7 not limited to, positive reinforcement and incentive programs, class and school-wide recognition, and
8 programs that recognize improved attendance.

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

- 11 1. A conference with the student and the student's parent(s)/guardian(s);
12
- 13 2. An attendance contract, based on the conference, signed by the student, the parent(s)/guardian(s),
14 and the Attendance Supervisor/designee. The contract shall include:
15
 - 16 a. A specific description of the school's attendance expectations for the student;
 - 17 b. The period for which the contract is effective; and
 - 18 c. Penalties for additional absences and alleged school offenses, including additional
19 disciplinary action and potential referral to juvenile court.
- 20 3. Regularly scheduled follow-up meetings to discuss the student's progress; and
- 21 4. A school employee shall conduct an individualized assessment detailing the reasons a student
22 has been absent from school. The employee may refer the student to counseling, community-
23 based services, or other services to address the student's attendance problems.

24 Tier III shall be implemented if the truancy interventions under Tier II are unsuccessful. Tier III shall
25 consist of one or more of the following interventions: RTI2B Tier III interventions, school-based
26 community services; participation in a school-based restorative justice program, referral to a school-
27 based teen court; Saturday or after-school courses designed to improve attendance and behavior.

28 The interventions shall address students' needs in an age-appropriate manner. Finalized plans shall be
29 approved by the Superintendent/designee.

30 If truancy interventions are unsuccessful, or the parent/guardian is unwilling to cooperate with the
31 truancy intervention requirements outlined in the progressive truancy plan, then the director of schools,
32 or designee, may report the student's absences to the appropriate judge without completing the
33 intervention tiers.

34 **MILITARY SERVICE OF PARENT/GUARDIAN**¹⁰

35 School principals shall provide students with a one-day excused absence prior to the deployment of and
36 a one-day excused absence upon the return of a parent or custodian serving active military service.

1 Principals shall also allow up to ten (10) excused cumulative absences per year for students to visit a
2 parent/guardian during a deployment cycle. The student shall provide documentation to the school as
3 proof of his/her parent's/guardian's deployment. Students shall be permitted to make up schoolwork
4 missed during these absences.

5 **RELEASED TIME COURSE¹¹**

6 A principal/designee may excuse a student to attend a course in religious moral instruction for up to
7 one (1) class period per school day. Students shall not be excused during any class which requires an
8 examination for state or federal accountability purposes. The released time course shall be conducted
9 off public school property and shall coincide with school class schedules. No public funds shall be
10 expended and no public school personnel shall be involved in providing the instruction for released
11 time courses.

12 The student shall submit a written consent form signed by the student's parent/guardian prior to
13 participation in the released time course. The principal/designee shall document the approval in
14 writing. The student shall provide documentation to the principal/designee as proof of the student's
15 participation in the released time course. The entity providing the religious moral instruction shall
16 maintain attendance records and make the records available to Lakeland School System. The student
17 shall assume responsibility for any missed schoolwork.

18 The district shall not be responsible for transporting students to and from the place of instruction. The
19 entity providing the religious moral instruction shall assume liability for the student attending the
20 released time course from the time that the student leaves the school until the student returns to the
21 school.

22 **MAKE-UP WORK**

23 Students will be allowed one additional day for each excused absence to complete make-up work,
24 tests, or other assignments that were due during their absence for full credit. Requests for exceptions to
25 this policy shall be made first to the classroom teacher then to the principal for any final decisions.

26 **STATE-MANDATED ASSESSMENT**

27 Students who are absent the day of the scheduled end-of-course (EOC) exams shall present a signed
28 doctor's excuse or shall have been given an excused release by the principal prior to testing to receive
29 an excused absence. Students who have excused absences will be allowed to take a make-up exam.
30 Excused students will receive an incomplete in the course until they have taken the EOC exam.

31 Students who have an unexcused absence shall receive a failing grade on the EOC exam which shall be
32 averaged into their final grade.

33 **CREDIT/PROMOTION DENIAL**

1 Credit/promotion denial determinations may include student attendance; however, student attendance
 2 may not be the sole criterion.¹² If attendance is a factor prior to credit/promotion denial, the following
 3 shall occur:

- 4 1. The student and the parent(s)/guardian(s) shall be advised if the student is in danger of
 5 credit/promotion denial due to excessive absenteeism; and
 6
- 7 2. Procedures in due process are available to the student when credit or promotion is denied.

8 **DRIVER'S LICENSE REVOCATION**²

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

11 **ATTENDANCE HEARING**¹³

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

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

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

Legal References

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

Cross References

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

- | | |
|--|---------------------------------------|
| 7. TCA 49-6-3022 | Homeless Students 6.503 |
| 8. TCA 49-6-3021 | Students in Foster Care 6.505 |
| 9. TCA 49-6-3007; TCA 49-6-3009 | Students from Military Families 6.506 |
| 10. TCA 49-6-3019 | Student Records 6.600 |
| 11. TCA 49-2-130 | |
| 12. TCA 49-2-203(b)(7); TCA 49-6-3002(b) | |
| 13. TRR/MS 0520-01-02-.17(7) | |



Sports

Middle School Football	6-8	MS Track Boys	6-8
High School Football	9-12	MS Track Girls	6-8
MS Basketball Boys	6-8	HS Track Boys	9-12
MS Basketball Girls	6-8	HS Track Girls	9-12
HS Basketball Boys	9-12	HS Cross Country Boys	9-12
HS Basketball Girls	9-12	MS Cross Country Boys	6-8*
MS Baseball	6-8	HS Cross Country Girls	9-12
HS Baseball	9-12	MS Cross Country Girls	6-8*
MS Cheer-basketball	5-8	HS Soccer Boys	9-12
HS Cheer-basketball	9-12	HS Soccer Girls	9-12
MS Cheer Competitive	5-8	MS Soccer Boys	6-8
HS Cheer Competitive	9-12	MS Soccer Girls	6-8
MS Volleyball	6-8	HS Lacrosse Boys	9-12
HS Volleyball	9-12	MS Lacrosse Boys	5-8
MS Softball	6-8	HS Swimming	9-12
HS Softball	9-12	MS Swimming	6-8*
HS Golf Boys	9-12	HS Tennis	9-12
HS Golf Girls	9-12	MS Tennis	6-8*
MS Golf Boys	6-8		
MS Golf Girls	6-8		
HS Wrestling	9-12		

Some TSSAA sports allow 8th graders to participate on high school teams, but that varies by sport and may vary by season. Coaches will announce during tryouts whether 8th graders are eligible to try out for high school teams. *5th graders may participate in Cross Country practices with LPS, but they run on LES's team. 5th graders may practice with middle school swim, however they cannot compete until they are in 6th grade.



MIDDLE SCHOOL CLUBS

Club	Grades Involved	Description
Junior Beta Club	6th, 7th, 8th	National Beta Club is the largest independent, non-profit, educational youth organization in America. And for more than 80 years, it has prepared today's students to be tomorrow's leaders. The National Beta Club is an organization for 4th through 12th grade students in the United States. Its purpose is "to promote the ideals of academic achievement, character, leadership and service among elementary and secondary school students."
Art Club	5th, 6th, 7th, 8th	*These clubs may be combined or may stay separate. 5th-6th Grade Art Club will be tailored to students who want to dive a little deeper in the art making process. Students will be focusing on an artist and creating artwork that is inspired by that artist. Students involved in art classes should apply. Art Club will meet once a week for a 4-5 week period during the second semester. 7th-8th Grade Art Club will include (but is not limited to) creating banners, posters, etc. for school events. They will also be involved in creating art for the plays. Students will be required to have a high level of artistic skills and be self motivated to complete projects. Art Club will meet periodically throughout the year.
Chess Club	5th, 6th, 7th, 8th	Students learn and play chess! FOUNDERS OF MID-SOUTH CHESS are International Grandmaster Alex Stripunsky, a competitive player and premier chess instructor dedicated to spreading quality chess in the Mid-South, and International Master Jake Kleiman, a native Memphian and Phi Beta Kappa Rhodes College graduate recognized as one of the top players in the country. MID-SOUTH CHESS INSTRUCTORS are college students and recent graduates who must exhibit chess ability, skill, enthusiasm, play actively, possess communicative-child friendly skills and fine moral character. Our instruction has spanned 21 years in Memphis and includes coaching elementary, middle, and high school students, camps, tournaments, seminars, and simultaneous chess exhibitions.
Drama Club - Soon to be Thespian Troupe	5th, 6th, 7th, 8th	Jr. Thespian and Thespian Troupe 10902 - Lakeland Preparatory School - Commitment to theatre is what the International Thespian Society is all about. The Society was established in 1929 by a group of college and high school teachers in Fairmont, West Virginia. They named their organization for Thespis, the Greek who, according to legend, was the first actor; their guiding principle was a dedication to excellence in theatre arts in secondary schools. In the years since, the Society has grown into an international organization with more than 2.2 million members, but its goals haven't changed; the International Thespian Society still strives to make education and arts programs places for good theatre and to honor those students who do theatre well. The Society is a service as well as an honorary organization. This school year we will hold Thespian meetings, elect officers, attend the TN Thespian Conference in January and have special events. We are excited for the future of Jr. Thespian and Thespian Troupe 10902.
Jazz Band	5th, 6th, 7th, 8th	The LPS Jazz Bands will serve as an introduction to the rich history of jazz music. Through ensemble rehearsal, individual practice, and a variety of performance opportunities, the student will gain an understanding and appreciation for this great art form. Emphasis will be placed on rudimentary improvisational skills, a sense of personal accountability, and musicianship as well as performance techniques. Members will study and perform different forms of music including jazz, funk, and blues. Each student is expected to show musical and technical growth through participation in this ensemble. Public and outside of school day performances are a requirement of the ensemble.



MIDDLE SCHOOL CLUBS

Club	Grades Involved	Description
Gamers Unplugged	5th, 6th, 7th, 8th	Gamers Unplugged is a time for students to unplug from technology and have fun with their fellow classmates. Students play non-electronic card games, board games, and building games with one another. This club was funded by an LEF grant and will enter into its second year this school year. The club had 59 members last school year.
National Elementary Honor Society	5th	The National Elementary Honor Society (NEHS) provides students in Fifth Grade a place to develop and apply their passion for service, while obtaining the skills to be confident young leaders for years to come. NEHS membership is centered on recognizing students for their accomplishments while challenging and equipping them to develop further as leaders through service to their school and community. The NEHS program empowers and equips our students with the knowledge and skills to be transformative leaders in our school, community, and beyond.
National Junior Honor Society	6th, 7th, 8th	The National Junior Honor Society (NJHS) provides students with the opportunity to show their outstanding qualities in scholarship, character, citizenship, leadership, and service. NJHS is an honor society that meets once a month; we have guest speakers, group building exercises, and discussions about the five pillars that form the foundation of NJHS.
Spanish Club	5th, 6th, 7th, 8th	This club is for students to come and explore the diverse perspectives of the Spanish speaking world. Whether to bolster the learning taking place in Spanish class or to increase awareness and curiosity for language learning and culture, Spanish club provides a safe space for all middle school students to engage in some cultural celebrations, experience some traditional foods, play with the language, listen to guest native speakers, and understand more about what connects us all as a global community.
Student Ambassadors	5th, 6th, 7th, 8th	The LPS Student Ambassadors Program is a leadership opportunity for students who would like to represent Lakeland Preparatory School. This group of students will be dedicated to the positive promotion of our school. They will play an active role in welcoming new students, leading school tours for visitors, and helping with a variety of school-related events. Ambassadors will show leadership, good judgment, maturity, honesty, and integrity while upholding their responsibilities of being a model student.
Student Council (MS)	5th, 6th, 7th, 8th	This is an annually elected body of students serving the high school student community. It consists of 4 officer positions (President, Vice President, Secretary and Historian) and 5 representatives from each class (freshmen, sophomores, juniors, seniors). The entire council meets monthly and the executive council meets bi weekly. The group carries out a variety of events, activities and programs with the aim of fostering community and school spirit. Students may also be asked to work in tandem with faculty and administration in advising policies which affect student life.
Origami Club	5th, 6th, 7th, 8th	The Origami Club focuses on a different paper folding project each meeting, ranging from small boxes to animals. Club members may request to lead a meeting to teach the group how to create an origami project of their choice. No experience is required and all ability levels are welcome. Only students in grades 5-8 may join.



MIDDLE SCHOOL CLUBS

Club	Grades Involved	Description
Robotics Club	6th, 7th, 8th	This program will primarily focus on VEX IQ Robotic Competitions. VEX IQ is the world's largest robotics competitions for middle school students. Student's (grade 6-8) required applications will be considered and awarded final membership via teacher invitation. Selected team members will apply classroom STEM concepts, complete research, and create innovative CODING solutions to problems. Teams will also work together using a completely tool-less method of robotic assembly. This is a multi-membered team activity. Students MUST be dedicated to working both independently and collectively within their group. Members MUST also be committed to attending EVERY meeting and participating throughout their time on the team.
Kindness Club	5th, 6th, 7th, 8th	This 5 - 8 club works to highlight LPS groups, students, or teachers to spread kindness to. Typically, we create cards and goodie bags. It is a free club.
Pokemon Club	5th, 6th, 7th, 8th	This 5 - 8 club is a place for students to play the Pokémon card game. Students may leave cards with Mrs. Campbell in the morning on club days. They may show their cards during club time, but they may not have them out at school.



HIGH SCHOOL CLUBS

Club	Grades Involved	Description
Knowledge Bowl	9-12	This is a high school based club which practices competitive knowledge based questions in a timed scenario. The team competes against other area high schools in local tournaments and WREG's pre-recorded, televised tournament. The team practices monthly and holds other practice rounds as necessary.
HS Student Council	9-12	This is an annually elected body of students serving the high school student community. It consists of 4 officer positions (President, Vice President, Secretary and Historian) and 5 representatives from each class (freshmen, sophomores, juniors, seniors). The entire council meets monthly and the executive council meets bi weekly. The group carries out a variety of events, activities and programs with the aim of fostering community and school spirit. Students may also be asked to work in tandem with faculty and administration in advising policies which affect student life.
BETA Club	9-12	"National Beta is committed to recognizing high academic achievement, rewarding and nurturing worthy character, fostering leadership skills and encouraging service to others."
Art Club	9-12	Art club is a chance for students who have a strong interest in art to come and create along with other like minded students. We will have different projects and pieces that will help students to understand art and its relation to the school and community. Students applying should be responsible, self motivated, and excel in the art classroom.
Robotics Club	9-12	Planning and Preparing for Robotics Competitions
Marching Band	9-12	The Marching Band is a music ensemble that meets during the summer and fall. The ensemble consists of woodwinds, brass, percussion, and a color guard. The Marching band provides entertainment at home football games, local events, and competes all over the Mid-South.
Color Guard/Winter Guard	9-12	Color guard is a part of the marching band that uses flags, dance, rifles, sabres, and other equipment to visually represent what is happening in the music. Since color guard is part of the marching band, the season begins mid-summer and continues throughout the fall. Winterguard is a group that uses choreography, dancing, staging, and equipment (flags, rifles, sabres, etc.) to interpret music. Although similar to color guard, winterguard is performed indoors without the band and occurs during the winter/spring seasons.
Emerging Bilingual Club	9-12	The Emerging Bilingual Club proposes to promote awareness, appreciation, and understanding of the people and diverse cultural productions of the languages around the world. It also proposes to contribute and encourage the study and appreciation of world languages. Finally, it proposes to foster friendly relations with other clubs and organizations, as well as the community, and to work with them to better understand diversity through cultural awareness. The Emerging Bilingual Club is composed of students in all levels or just those who are interested in diverse cultures.
Technology Community	9-12	Students will learn the importance of using graphic design and communication as a tool to keep our community informed of events and happenings within the school. Students will learn to design, edit, and proof graphics and articles as well as utilize technology to provide resources and technology tutorials to the community and school. Students will also learn the importance of digital citizenship and understand the digital footprint their interactivity with technology creates.



HIGH SCHOOL CLUBS

Club	Grades Involved	Description
Theatre - Soon to be Thespian Troupe	9-12	Jr. Thespian and Thespian Troupe 10902 - Lakeland Preparatory School - Commitment to theatre is what the International Thespian Society is all about. The Society was established in 1929 by a group of college and high school teachers in Fairmont, West Virginia. They named their organization for Thespis, the Greek who, according to legend, was the first actor; their guiding principle was a dedication to excellence in theatre arts in secondary schools. In the years since, the Society has grown into an international organization with more than 2.2 million members, but its goals haven't changed; the International Thespian Society still strives to make education and arts programs places for good theatre and to honor those students who do theatre well. The Society is a service as well as an honorary organization. This school year we will hold Thespian meetings, elect officers, attend the TN Thespian Conference in January and have special events. We are excited for the future of Jr. Thespian and Thespian Troupe 10902.
HOSA Health Occupations Students of America	9-12	HOSA provides a unique program of leadership development, motivation, and recognition exclusively for secondary, postsecondary, adult, and collegiate students enrolled in health science education and biomedical science programs or have interests in pursuing careers in health professions. https://hosa.org/
DECA Distributive Education Clubs of America	9-12	DECA prepares emerging leaders and entrepreneurs for careers in marketing, finance, hospitality and management in high schools and colleges around the globe. https://www.deca.org/
SkillsUSA	9-12	A nonprofit national education association, SkillsUSA serves middle-school, high-school and college/postsecondary students preparing for careers in trade, technical and skilled service occupations. https://www.skillsusa.org/
TSA Technology Student Association	9-12	The Technology Student Association fosters personal growth, leadership, and opportunities in technology, innovation, design, and engineering. Members apply and integrate science, technology, engineering and mathematics (STEM) concepts through co-curricular activities, competitions and related programs. https://tsaweb.org/



LAKELAND ELEMENTARY

2023-24 CLUBS

Ambassadors

This club provides an opportunity for students to demonstrate leadership and assist with school activities/events. Students make a commitment to lead by example, demonstrate respect and responsibility, and engage in service by using effective communication and leadership skills. Ambassadors welcome new students, give tours, assist with lunch, arrival, and dismissal, and take on leadership roles during various school-wide events.

Grade level(s) - 4th

Art

This club is an opportunity for all students to learn the basics of art expression as well as develop their imagination and creative thinking. Students are given the opportunity to explore ideas and talents through projects that are an extension of the elementary arts curriculum. Each student creates a small project from clay and glazes (paints) it.

Grade level(s) - Kindergarten - 4th

Best Buddies

This club strives to form relationships between students with disabilities and students without disabilities. Friendship is the goal and activities are implemented to bridge the gap between students with disabilities and their peers.

Grade level(s) - Preschool - 4th (with disabilities)
3rd - 4th (without disabilities)

Chess

This club is designed for students brand new to chess who want to learn the basic rules. Beginners learn piece movement, rules of the game, basic themes, concepts, principles, strategy and tactics of chess giving students the opportunity to develop their skills. They, also, have an opportunity to practice what they have learned weekly as they play against their peers. By the end of the course, students will have a good understanding of how to play a solid game of chess.

Grade level(s) - 2nd - 4th

Coding

This club is designed for 3rd and 4th grade students to teach the basics of coding and robotics. Students use programs to create codes to explore problem solving and creative thinking with planned projects and open-ended activities. The students use CS First (an online program) plus a combination of classroom-friendly engaging standards-based lessons to build their confidence to ask questions, define problems and design their own programs by putting STEM learning directly in their hands.

Grade level(s) - 3rd - 4th

Cross Country

This club serves as an opportunity for our students to learn the basic fundamentals of distance running. The students participate in a weekly meet at Shelby Farms through the Memphis Youth Athletics (MYS) program. MYS serves to help fund, foster, and expand a sport that provides positive health benefits to its participants.

Grade level(s) - 3rd - 4th

Drama

Students learn the basics of stage presence, practice acting skills, and assist in making props, costumes, and sets for an annual drama production. They showcase their talents at a yearly production held in the spring of each school year.

Grade level(s) - Kindergarten - 4th

Flag Patrol

These students raise and lower the United States and Tennessee flags each school day. The flag patrol are trained on how to properly raise and lower the flag, as well as how to fold the flags for storage. They, also, are trained on raising and lowering the flag to half staff.

Grade level(s) - 4th

Girl Scouts

This club is an introduction to scouting. As Daisy Scouts, they discover the fun, friendship, and power of girls playing and learning together. Furthermore, they grow courageous and strong through a wide variety of enriching experiences, such as field trips, skill-building sports clinics, community service projects, cultural exchanges, and environmental stewardships.

Grade level(s) - Kindergarten - 2nd

GLEE Club

The purpose of the GLEE Club is to provide students with the knowledge to increase their musical skills in singing and provide performance opportunities. Students learn proper singing techniques and age-appropriate repertoire while also developing as a musician. Choir members have the opportunity to perform at school as well as in the surrounding areas at holiday programs and sporting events.

Grade level(s) - 3rd - 4th

Go Green Team

This club provides an opportunity for our students to become more environmentally aware and responsible. The green team strives to make LES' campus a green zone by promoting recycling efforts, collecting paper and plastic, and keeping our campus clean.

Grade level(s) - Kindergarten - 4th

LEGO

Calling all builders (1st-4th)! Do you have what it takes to become a master builder? Are you up to the challenge? This club meets weekly to design, build, and create amazing LEGO adventures. Builders participate in extreme challenges and ultimate builds that help strengthen critical thinking skills, sharpen creativity, and develop a love for all things STEM!

Grade level(s) - 3rd - 4th

Library Crew

This club is for students who enjoy reading and helping in the library. They are leaders who assist with collecting and shelving books, cleaning and organizing the shelves/tables, delivering pre-selected books to

classrooms, helping with various projects, and actively participating in author visits.

Grade level(s) - 4th

Little Free Library Helpers

These students collect the books from the library box in the front of the school on a weekly basis. The books are boxed up and delivered to various organizations in Memphis/Shelby County.

Grade level(s) - 4th

Spanish

This club provides an opportunity for students of different backgrounds to learn and practice speaking Spanish while socializing and developing friendships. This club is for beginners who enjoy learning about customs, traditions, and cultures of Spanish speaking countries through fun hands-on experiences.

Grade level(s) - 3rd - 4th

RESOLUTION 2023/08-01
A RESOLUTION SUPPORTING GRANTING OF TEMPORARY PERMITS FOR
TEACHERS OF COURSES FOR WHICH AN END OF COURSE EXAMINATION IS
REQUIRED

WHEREAS, Tennessee and many other states continue to experience a shortage of licensed teachers, particularly in specialized and hard-to-staff areas; and

WHEREAS, Tennessee Code Annotated 49-5-106 allows the Commissioner of Education to grant, under certain conditions, a temporary permit to teach in an unfilled position to a person recommended by a director of schools; and

WHEREAS, Tennessee Code Annotated 49-5-106 does not allow the Commissioner of Education to grant a temporary permit for an individual teaching a course for which an End of Course (EOC) examination is required; and

WHEREAS, Local Education Agencies (LEAs) with no licensed teacher candidates for a vacancy may be able to identify non-licensed candidates with relevant experience that would be applicable in courses in which an EOC examination is required; and

WHEREAS, LEAs are held accountable for student performance on EOC examinations and should have the discretion to request temporary permits for the best candidate available in any subject, regardless of whether an EOC examination is required;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE LAKELAND SCHOOL SYSTEM: The Board of Education of Lakeland School System supports an amendment to Tennessee Code Annotated 49-5-106 that would allow the Commissioner of Education to grant temporary permits for courses in which an End of Course examination is required.

PASSED AND ADOPTED by the Lakeland Board of Education, Lakeland, Tennessee on this 14th day of August, 2023, public welfare requiring it.

Laura Harrison, *Board Chair*

Ted Horrell, *Superintendent*

ATTEST

RESOLUTION 2023/08-01
A RESOLUTION SUPPORTING GRANTING OF TEMPORARY PERMITS FOR
TEACHERS OF COURSES FOR WHICH AN END OF COURSE EXAMINATION IS
REQUIRED

Jessica Millspaugh
LSS Board Recorder

RESOLUTION 2023/8-02
A RESOLUTION REQUESTING FUNDING FOR SPECIAL EDUCATION PRESCHOOL
STUDENTS IN THE TENNESSEE INVESTMENT IN STUDENT ACHIEVEMENT ACT
(TISA) FORMULA

- WHEREAS, The education of our eligible preschool students with special needs between the ages of three and five, though required by federal law and monitored by the Tennessee Department of Education, is completely unfunded by the TISA funding formula; and
- WHEREAS, Lakeland School System, which currently educates 2229 students in grades K-10, has three special education preschool classrooms which serve 21 special needs students; and
- WHEREAS, Federal and state guidelines require Lakeland School System to serve 22 “typical peers” in these classrooms, in addition to the 21 special needs students, in order to provide an inclusive setting; and
- WHEREAS, Many of the children in these classes require extra therapies like speech and occupational therapy at school and in the community; and
- WHEREAS, Lakeland School System is, therefore, required by federal law and State guidelines to pay for three classroom teachers and six teacher assistants; and
- WHEREAS, TISA funding is intended to fund Local Education Agencies (LEAs) on a “student based” formula but does not currently account for these special needs students or the typical peers that LEAs are required by law to educate;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE LAKELAND SCHOOL SYSTEM: The Board of Education of Lakeland School System requests that funding for preschool special needs students and the required typical peers be included in the TISA funding formula.

PASSED AND ADOPTED by the Lakeland Board of Education, Lakeland, Tennessee on this 14th day of August, 2023, public welfare requiring it.

Laura Harrison, *Board Chair*

Ted Horrell, *Superintendent*

RESOLUTION 2023/8-02
A RESOLUTION REQUESTING FUNDING FOR SPECIAL EDUCATION PRESCHOOL
STUDENTS IN THE TENNESSEE INVESTMENT IN STUDENT ACHIEVEMENT ACT
(TISA) FORMULA

ATTEST

Jessica Millspaugh
LSS Board Recorder

Job Title: Benefits Manager

Exemption Status: Professional/Exempt

Reports to: Human Resources Director

Date Approved:

Dept./School: Central Office

Primary Goal:

To support the employee experience by ensuring that employee needs are met while managing benefits associated with the employee lifecycle.

Minimum Training and Qualifications:

Associate's degree or higher in Business Administration or related field required; Bachelor's degree or higher preferred.

Minimum of five (5) years of successful benefits management experience; additional consideration given for experience managing a self-funded health insurance plan.

Proficient in managing various computer applications including web-based payroll applications, professional development systems, databases, spreadsheets, and word processing.

Ability to prepare clear, concise, accurate, and complete reports including statistical analysis.

Knowledge of standard office practices and procedures.

Analytical, numerical, effective communication (oral and written), and interpersonal skills.

Attention to detail, including strong proofreading skills and ability to edit documents for grammar, spelling, and formatting.

Ability to maintain confidentiality of information.

Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable.

Performance Responsibilities:

1. Oversees day-to-day administration of the employee benefits programs, including health, dental, and vision insurance.
2. Prepares, disseminates and maintains materials, correspondence, data analysis and reports.
3. Files correspondence, records and other information in an efficient manner and maintains confidential files and other information.
4. Utilizes all human resources technological processes to include web-based employment application systems.
5. Prepares and distributes information and other relevant materials to school leaders.

6. Creates and edits forms, programs, and documents for the department.
7. Manages employee onboarding and offboarding processes in compliance with local, state, and federal standards. Updates and maintains accurate records regarding the employee lifecycle in a timely manner.
8. Prepares insurance open enrollment materials including rates, plan summaries, and other benefits correspondence.
9. Prepares, disseminates, and maintains materials, correspondence, data analysis, and reports relative to employee and retiree benefits.
10. Processes employee leave paperwork in compliance with federal, state, and local policies.
11. Processes Worker's Compensation claims and ensures compliance with federal, state, and local policies.
12. Assists with payroll process on a bi-weekly basis ensuring accuracy and compliance with federal, state, and local policies.
13. Prepares and processes retirement contribution files and reconciles reports accordingly.
14. Prepares and processes monthly retiree reports in accordance with state and local policies and procedures.
15. Prepares annual reports under the direction of the Human Resources Director to ensure compliance with federal, state, and local laws and policies.
16. Serves as liaison on advisory committees or boards related to employee benefit programs as needed.
17. Attends relevant training and professional development as assigned.
18. Performs other duties as assigned by the Superintendent.

Clearances and Testing: *(at expense of applicant)*

Criminal Justice Fingerprint/Background Clearance
Pre-employment physical exam & TB Test

The **Benefits Manager** maintains a forty-hour (**40**) work week and any additional hours as required to meet the duties and responsibilities of this position. This is a twelve (**12**) month position and salary will be determined based on qualifications and experience.

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Lakeland School System offers educational and employment opportunities without regard to race, color, religion, sex, creed, age, disability, national origin, or genetic information and adheres to the provisions of the Family Rights and Privacy Act (FERPA).

**SALARY SCHEDULE
2023-2024**

BENEFITS MANAGER &

MAINTENANCE AND FACILITIES MANAGER

CLASSIFIED // 12 months // 260 days // 8 hr // 2080 hrs total

STEP	ANNUAL SALARY
0	\$64,945
1	\$65,921
2	\$66,910
3	\$67,913
4	\$68,932

August FY 23-24 Budget Amendments

Fund 141 - General Purpose School Fund

Expenditures:

Account Number					Account Level Description	FY 23-24	FY 23-24	FY 23-24	FY 23-24	Proposed Amendment	Difference	
Fnd	T Acct	Obj	Prj	Loc	Prg	Revised Budget	FY Activity	Encumbered	Available Funds			
141	E 71100	116	310	00	116 000	Teachers	\$ 3,896,401.21	\$ 147,539.78	\$ -	\$ 3,748,861.43	\$ 3,970,861.75	\$ (74,460.54)
141	E 72520	189	510	01	000 000	Other Salaries & Wages	\$ 53,060.40	\$ 6,122.31	\$ -	\$ 46,938.09	\$ 118,005.40	\$ 64,945.00
141	E 72520	201	510	01	000 000	Social Security	\$ 9,854.31	\$ 1,137.75	\$ -	\$ 8,716.56	\$ 13,880.90	\$ 4,026.59
141	E 72520	204	510	01	000 000	State Retirement	\$ 14,304.64	\$ 1,234.26	\$ -	\$ 13,070.38	\$ 17,551.89	\$ 3,247.25
141	E 72520	206	510	01	000 000	Life Insurance	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ 1,300.00	\$ 300.00
141	E 72520	212	510	01	000 000	Employer Medicare	\$ 2,304.64	\$ 266.07	\$ -	\$ 2,038.57	\$ 3,246.34	\$ 941.70
141	E 72520	701	510	01	000 000	Administration Equipment	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	\$ 3,500.00	\$ 1,000.00
							\$ 3,979,425.20	\$ 156,300.17	\$ -	\$ 3,823,125.03	\$ 4,128,346.28	\$ 0.00