

BARTLETT CITY BOARD OF EDUCATION

WORK SESSION AGENDA

WORK SESSION AGENDA BARTLETT CITY HALL 6400 STAGE ROAD, BARTLETT

7:00 PM

**PO Box 341148
Bartlett, TN 38134**

August 20, 2015

7:00 PM

INVOCATION

PLEDGE OF ALLEGIANCE

CALL TO ORDER & ROLL CALL

Official Business of the Day

APPROVAL OF AGENDA

REPORTS

Chairman's Report

Superintendent's Report

General Counsel's Report

Tennessee Legislative Network (TLN) Representative Report

Financial Report

STAFF ACTION ITEMS

Expansion of Grantee's Voluntary Pre-K Program

BOARD ACTION ITEMS

Policy 3001: Business Operations Goals NEW

Policy 3002: Emergency Closings REVISED FIRST READING

**Policy 3003: Authorized Use of School-Owned Materials REVISED FIRST
READING**

Policy 3013: Architectural Design Commissions REVISED FIRST READING

ADJOURNMENT

POLICY 3001: Business Operations Goals

The Board establishes these general goals for the conduct of its business operations program:

1. To develop a plan for the management of buildings and grounds which provides a safe, secure, comfortable, and clean environment for instruction and administration;
2. To provide a building maintenance program which protects the taxpayer's investment in facilities and ensures their continued use;
3. To provide sufficient supplies and equipment for effective teaching and learning;
4. To provide a student transportation system which meets state requirements;
5. To design and implement a program of food services which emphasizes nutritional needs of children as the basis of growth and development of bodies and minds;
6. To collect and maintain data pertinent to educational planning; and
7. To provide a sound program of insurance protection for District employees, students, and property.

Bartlett City Board of Education		3002
Descriptor Term: EMERGENCY CLOSINGS	Descriptor Code: Support Services	Issue Date: 01/09/14
	Rescinds:	Revised:

- 1 The Superintendent is authorized to close the schools, delay opening, or ~~to dismiss~~ **them-schools**
- 2 early in the event of hazardous weather or other emergencies which threaten the health or safety
- 3 of students, personnel, or school property.¹ Schools may not properly be closed merely to avoid
- 4 inconvenience. Therefore, if conditions affect only a single school, only that school shall be
- 5 closed.

- 6 As soon as the decision to close schools is made, the Superintendent will notify the public
- 7 media and request that an announcement be made.

- 8 If school is closed or is dismissed early, the Superintendent or **his/her** designee shall
- 9 determine if all scheduled student activities shall be postponed or cancelled.

¹ T.C.A. §49-6-3004(e)(1); TRR/MS 0520-1-3-.02(1)(b)

POLICY 3003: Authorized Use of School-Owned Materials

District employees are responsible for the materials, equipment, and supplies assigned to them. No school equipment may be used for any purposes other than school purposes. The Superintendent or [his/her](#) designee shall permit school equipment to be loaned to staff members when such use is directly or peripherally related to their employment, and to students when the equipment is to be used in connection with their studies or extracurricular activities. The Superintendent shall develop procedures and controls to assure the lender's responsibility for, and return of, all such equipment. School owned equipment may not be loaned or used for personal ~~use or personal~~ gain, unless specifically provided for by contract, Board policy, or written procedure.

POLICY 3013: Architectural Design Commissions

The services of licensed architects may be commissioned for Capital Improvement Program construction projects where knowledge, skills, or design time cannot be supplied by regular staff. The commission of services shall be ~~consistent~~ consistent with the Capital Improvement Program budget. Procedures for the review and recommendation of architectural design commissions shall be developed by the Superintendent. The Executive Committee shall recommend architects to the Bartlett City Board of Education.