

**BARTLETT CITY BOARD OF EDUCATION**

**Bartlett City Board of Education Work Session**

**WORK SESSION AGENDA BARTLETT CITY HALL 6400 STAGE ROAD, BARTLETT**

**7:00 PM**

**PO Box 341148  
Bartlett, TN 38134**

**April 21, 2016**

**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**

**Proposed 2017-2018 Bartlett City Schools Instructional/School Calendar**

**BOARD ACTION ITEMS**

**Policy 4014: Grading System REVISED/FIRST READING**

**TN Department of Education Voluntary Pre-K Application 2016-2017**

**2016-2017 Bartlett City Schools Budget**

**2016 Tenure Recommendations**

**ADJOURNMENT**

# Proposed 2017-2018 Bartlett City Schools Instructional Calendar B

## Before School Begins

July 27-28, 2017	New Teacher Induction
July 31, 2017	(AM) PD (PM) Administrative Day*
August 1, 2017	Administrative Day* & Student Enrollment Verification/New Student Registration Day
August 2, 2017	(AM) PD (PM) Administrative Day*
August 3, 2017	Professional Development Day*
August 4, 2017	Professional Development Day*

First Semester			88 Days	
Date	Day	Event	Students	Teachers
August 7	Monday	1 <sup>st</sup> Day for Students 1 <sup>st</sup> Day 1 <sup>st</sup> Quarter	In	In
September 4	Monday	Labor Day	Out	Out
September 14	Thursday	Parent Conferences (3-6 p.m. & 4-7 p.m.)	In	In
September 15	Friday	Professional Dev. Day	Out	In
October 6	Friday	End of 1 <sup>st</sup> Quarter	In	In
October 9-13	Monday-Friday	Fall Break	Out	Out
October 16	Monday	1 <sup>st</sup> Day 2 <sup>nd</sup> Quarter	In	In
November 22-24	Wednesday-Friday	Thanksgiving Break	Out	Out
December 18-20	Mon-Wed	Semester Exams	In	In
December 20	Wednesday	End of 2 <sup>nd</sup> Quarter	In (1/2 Day)	In (Full Day)
December 20	Wednesday	½ Administrative Day	Out (1/2 Day)	In (Full Day)
December 21- December 29	Thursday-Friday	Winter Break	Out	Out
Second Semester			92 Days	
Date	Day	Event	Students	Teachers
January 1-2	Monday-Tuesday	Winter Break	Out	Out
January 3	Wednesday	Administrative Day	Out	In
January 4	Thursday	Students Return 1 <sup>st</sup> Day 3 <sup>rd</sup> Quarter	In	In
January 15	Monday	MLK Jr. Day	Out	Out
February 15	Thursday	Parent Conferences (3-6 p.m. & 4-7 p.m.)	In	In
February 16	Friday	Professional Dev. Day	Out	In
February 19	Monday	President's Day	Out	Out
March 9	Friday	End of 3 <sup>rd</sup> Quarter	In	In
March 12-16	Monday-Friday	Spring Break	Out	Out
March 19	Monday	1 <sup>st</sup> Day 4 <sup>th</sup> Quarter	In	In
March 30	Friday	Good Friday	Out	Out
May 22-24	Tues-Thur	Semester Exams	In	In
May 24	Thursday	End of 4 <sup>th</sup> Quarter	In (1/2 Day)	In (Full Day)
May 24	Thursday	½ Administrative Day	Out (1/2 Day)	In (Full Day)

### 180 School Days

Q 1=43 Days  
 Q 2=45 Days  
 (S 1=88 Days)

Q 3=44 Days  
 Q 4=48 Days  
 (S 2=92 Days)

### PD

July 31 (.5)  
 August 2 (.5)  
 August 3 (1)  
 August 4 (1)  
 September 15 (1)  
 February 16 (1)

=====

5 Days

### Admin

July 31 (.5)  
 August 1 (1)  
 August 2 (.5)  
 December 20 (.5)  
 January 3 (1)  
 May 24 (.5)

=====

4 Days

### Conference

September 14 (.5)  
 February 15 (.5)

=====

1 Day

<b>Bartlett City Board of Education</b>		<b>4014</b>
Descriptor Term: <b>GRADING SYSTEM</b>	Descriptor Code: <b>Instructional Services</b>	Issue Date: <b>07/24/2014</b>
	Rescinds:	Revised:

1 The Superintendent shall develop an administrative procedure to establish a system of grading  
2 and assessment for evaluating and recording student progress and to measure student  
3 performance in conjunction with Board-adopted content standards for grades K-12.<sup>1</sup> The  
4 grading/assessment system shall follow all applicable statutes and rules and regulations of the  
5 State Board of Education. The grading/assessment system shall be uniform district-wide at  
6 comparable grade levels, except that the Superintendent shall have the authority to establish and  
7 operate ungraded and/or unstructured classes in grades K-3 according to state rules and  
8 regulations.<sup>2</sup> The Superintendent shall submit a copy of the grading, reporting and assessment  
9 systems to the Board before the system is implemented.<sup>3</sup> These guidelines shall be  
10 communicated annually to students and parents/guardians.<sup>1</sup> Conduct grades are based on  
11 behavior and shall not be deducted from scholastic grades.

12 Grades for homework assignments should be given with care, since the student may not always  
13 complete his or her homework. Homework assignments are of value in affording students needed  
14 practice, and such assignments should be made within practicable limits.

15 **KINDERGARTEN THROUGH GRADE FIVE GRADING**

16 Report Cards and Interim Reports

17 Two (2) report cards are used in grades K-5; (1) for kindergarten; (1) for grades 1 – 5. Teachers  
18 should refer to the appropriate card for an explanation of the grading system for each level. At the  
19 midpoint of the nine weeks, parents will be notified of students' progress; all students will receive  
20 an interim report. Report cards are sent to parents at the end of each nine-week period. Parents  
21 must be notified within a report card period when a student is not doing acceptable work.

22 Kindergarten

23 The kindergarten report card shows progress toward the state standards. The grade level  
24 standards are set by the state and indicate what a student should know and be able to do.  
25 Students are evaluated based on their progress toward meeting benchmarks for each standard.  
26 This is indicated by mastery (M) or non-mastery (X) for each skill. Additionally, the letter grades  
27 of "E", "G", "S", "N" or "U" will be used to express basic grading for art, music, and physical  
28 education (P.E.).

---

<sup>1</sup> TRR/MS 0520-1-3-.05(3)

<sup>2</sup> T.C.A. §49-1-302(e)(2)(g)

<sup>3</sup> T.C.A. §49-2-203(b)(7)

1 Grades 1-5

2 Conduct Grades

3 In all schools, students' conduct is graded as "E", "G", "S", "N" or "U" and is to be reported at each  
4 grading period on the report card.

5 Academic Grades

6 The basic grading system for knowledge/subject area is expressed by the letters "A", "B", "C", "D",  
7 and "F" according to the numerical values listed under the Grading Scale. First (1st) and second  
8 (2nd) grade science and social studies will be expressed by the letter grades "S" or "N".

9 Grades will be reported on report cards and transcript records using numerical values as indicated  
10 below:

A .....	93-100
B .....	85-92
C .....	75-84
D .....	70-74
F .....	Below 70

11 Plus and minus evaluations are not to be added to letter grades.

12 The numerical values listed are for teacher use only.

13 Semester Grades

14 Semester grades for grades 1 – 5 are determined by an average of grades for each of the two  
15 nine-week terms. Semester exams are not given in grades 1 – 5.

16 Final Grades

17 Final grades are determined by averaging the two semester grades.

18 State Standardized Assessments

19 For students in grades 3-5, scores on state standardized assessments shall comprise a  
20 percentage of the students' final grade for the spring (second) semester. (TCA 49-1-617)

21 **GRADES SIX THROUGH TWELVE GRADING**

22 Bartlett City Board of Education policy, in accordance with the Tennessee Uniform Grading  
23 System, establishes the grading system for grades 6-12.

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

26 In all schools, students' conduct is graded as "E", "G", "S", "N" or "U" and is to be reported at each  
27 grading period on the report card.

1 Grades will be reported on report cards and transcript records using numerical values as indicated  
2 below:

A .....	93-100
B .....	85-92
C .....	75-84
D .....	70-74
F .....	Below 70

3 Semester exams are not given in grades 6-8 with the exception of high school level courses.  
4 Students who successfully complete a high school course will earn high school credit. Semester  
5 grades earned in high school courses mentioned above will be recorded on the high school  
6 transcript. The grades earned will be included in the high school GPA.

### 7 State Standardized Assessments

8 For students in grades 6-12, scores on state standardized assessments shall comprise a  
9 percentage of the students' final grade for the spring (second) semester. (TCA 49-1-617)

10 Students who meet only the minimum requirements should be given minimum passing grades.  
11 No student should fail for the semester or year if the only failing grade is that of the semester  
12 examination.

13 Credits will be awarded in .5 increments upon successful completion of a semester. Additionally,  
14 a student will receive one full credit in the course if he/she receives a passing yearly grade in the  
15 course.

16 For courses which have ~~no Tennessee State mandated end of course exam ("EOC") exam~~  
17 ~~[k1]required during a given semester, semester grades are determined by counting the two quarter~~  
18 ~~grades as 80% and the semester examination, or a comparable evaluation, as 20%.~~

19 For courses which have a Tennessee State mandated EOC exam required during second  
20 semester, the semester grades are determined as follows:

- 21 • First semester grades are determined by counting the two quarter grades as 80%, the  
22 semester examination, or comparable evaluation, as 20 %.
- 23 • ~~Second semester grades are determined by counting the two quarter grades as 65%, the~~  
24 ~~semester examination, or comparable evaluation, as 10%, and the state mandated exam~~  
25 ~~as 25%.~~
- 26 • ~~A course with an EOC exam will not have a school final exam given.~~ Second semester  
27 grades are determined by counting the two quarter grades as 87.5% and the EOC exam  
28 as 12.5%. A course with an EOC exam will not have a school final exam given.

29 For Dual Enrollment and Advanced Placement courses, the semester grades are determined as  
30 follows:

- 31 • Dual Enrollment: The dual enrollment courses will follow the university's grading system  
32 for that specific course.
- 33 • Advanced Placement: Each semester, the grades will be determined by counting 50% for  
34 each quarter.

1 In all Advanced Placement courses at the secondary level, five (5) points shall be added to each  
2 quarter numerical grade and each semester exam grade. The two 9 week grades and the  
3 semester exam grade, with the points included, will be used to calculate the semester average.

4 In all grades for Honors and Dual Enrollment courses at the secondary level, three (3) points shall  
5 be added to each quarter numerical grade, and each semester exam grade. The two 9 week  
6 grades, the semester exam grade, with the added Honors course points included, will be used to  
7 calculate the semester average.

8 A student having a 90 or higher average for the two terms in a specific course, and having three  
9 (3) or fewer excused absences in that same course will be exempted from the semester exam if  
10 the student desires. When a student is exempted from the examination, the semester average  
11 will be the average of the two term grades and any state-mandated exam as outlined in Number  
12 9. ANY UNEXCUSED ABSENCE IN THE COURSE WILL DISQUALIFY THE STUDENT FROM  
13 ALL EXEMPTIONS. EXEMPTIONS APPLY ONLY TO TEACHER-MADE SEMESTER  
14 EXAMINATIONS. 12th grade students are eligible for exam exemption during both semesters. All  
15 other students in high school courses who meet the above requirements may be exempted for  
16 only the second semester exam.

#### 17 **GRADES NINE - TWELVE GRADING SCALE AND LOTTERY SCHOLARSHIPS<sup>4</sup>**

18 Schools teaching grades nine through twelve shall use the uniform grading system established  
19 by the State Board of Education. Using the uniform grading system, students' grades shall be  
20 reported for the purposes of application for post-secondary financial assistance administered by  
21 the Tennessee Student Assistance Corporation.<sup>1</sup>

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

25 Seniors may apply for the Tennessee HOPE Scholarship by completing the Free Application for  
26 Federal Student Aid (FAFSA). The FAFSA is available at the guidance office or on-line at  
27 [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The priority date for FAFSA completion is May 1.

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

#### 30 **LOTTERY SCHOLARSHIP DAY**

31 Each school year, prior to scheduling courses for the following school year, schools teaching  
32 students in grades 8-11 shall conduct a lottery scholarship day for students and their parents.<sup>5</sup>

---

<sup>4</sup> T.C.A. §49-4-904 – 907

<sup>5</sup> T.C.A. §49-4-932(f)