

**BARTLETT CITY BOARD OF EDUCATION**  
**BARTLETT CITY BOARD OF EDUCATION BUSINESS MEETING**  
**BUSINESS MEETING AGENDA BARTLETT CITY HALL 6400 STAGE ROAD,**  
**BARTLETT 7:00 PM**  
**PO Box 341148**  
**Bartlett, TN 38134**  
  
**April 26, 2018**  
  
**7:00 PM**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**CALL TO ORDER & ROLL CALL**

**Official Business of the Day**

**SPECIAL PRESENTATIONS**

**PUBLIC COMMENT**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

**March 22, 2018 Board Business Meeting**

**REPORTS**

**Chairman's Report**

**Superintendent's Report**

**General Counsel's Report**

**Tennessee Legislative Network (TLN) Representative Report**

**Financial Report**

**UNFINISHED BOARD BUSINESS**

**BOARD ACTION ITEMS**

**New Board Business**

**Proposed 2018-2019 BCS Elementary, Middle and High School Fees**

The Proposed 2018-2019 BCS Elementary, Middle and High School Fees passed with a motion by Mr. David Cook and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Jeff Norris: Absent, Bryan Woodruff: Aye

**Policy 6002 Student Discrimination, Harassment, Bullying, and Cyber-bullying and Intimidation REVISED FIRST READING**

The First Reading of Revised Policy 6002 Student Discrimination, Harassment, Bullying, and Cyber-bullying and Intimidation passed with a motion by Ms. Erin Berry and a second by Mr. David Cook.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Jeff Norris: Absent, Bryan Woodruff: Aye

**Policy 6015 Attendance of Non-Resident Student REVISED FIRST READING**

The First Reading of Revised Policy 6015 Attendance of Non-Resident Student passed with a motion by Ms. Erin Berry and a second by Mr. David Cook.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Jeff Norris: Absent, Bryan Woodruff: Aye

**Policy 6040 Dress Code REVISED FIRST READING**

The First Reading of Revised Policy 6040 Dress Code passed with a motion by Mr. David Cook and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Nay, Mr. Jeff Norris: Absent, Bryan Woodruff: Aye

**Bartlett High School Bus Lot**

The Bartlett High School Bus Lot Bid #FY180036 was awarded to Victor Hall Construction in the amount of \$1,612,700 passed with a motion by Ms. Erin Berry and a second by Mr. David Cook.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Jeff Norris: Absent, Bryan Woodruff: Aye

**Resolution 5-11 Education Capital Budget Amendment**

Resolution 5-11 Education Capital Budget Amendment passed with a motion by Bryan Woodruff and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Jeff Norris: Absent, Bryan Woodruff: Aye

**Resolution 5-12 General Fund Budget Amendment**

Resolution 5-12 General Fund Budget Amendment passed with a motion by Ms. Erin Berry and a second by Bryan Woodruff.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Jeff Norris: Absent, Bryan Woodruff: Aye

**FY19 BCS Operating Budgets**

FY19 BCS Operating Budgets passed with a motion by Mr. David Cook and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Jeff Norris: Absent, Bryan Woodruff: Aye

**Memorandum of Agreement (MOA) Dental Program with Shelby County Health Department**

The Memorandum of Agreement (MOA) Dental Program with Shelby County Health Department passed with a motion by Ms. Erin Berry and a second by Mr. David Cook.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Jeff Norris: Absent, Bryan Woodruff: Aye

**Business Associate Agreement (BAA) between Shelby County Government on Behalf of the Shelby County Health Department and Bartlett City Schools**

The Business Associate Agreement (BAA) between Shelby County Government on Behalf of the Shelby County Health Department and Bartlett City Schools passed with a motion by Bryan Woodruff and a second by Mr. David Cook.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Jeff Norris: Absent, Bryan Woodruff: Aye

**Memorandum of Understanding (MOU): Apple Lease**

The Memorandum of Understanding (MOU): Apple Lease with City of Bartlett passed with a motion by Bryan Woodruff and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Jeff Norris: Absent, Bryan Woodruff: Aye

**Transportation Vendor**

The transportation Vendor will be awarded to Durham and allow the Executive Committee the authority to sign the contract passed with a motion by Bryan Woodruff and a second by Mr. David Cook.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Jeff Norris: Absent, Bryan Woodruff: Aye

**2018 Tenure Recommendations**

The group of nominated 2018 Teachers were awarded Tenure passed with a motion by Bryan Woodruff and a second by Mr. David Cook.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Jeff Norris: Absent, Bryan Woodruff: Aye

**ADJOURNMENT**

**BARTLETT CITY BOARD OF EDUCATION  
BUSINESS MEETING MINUTES**

**BARTLETT CITY HALL  
6400 STAGE ROAD, BARTLETT**

**MARCH 22, 2018  
7:00 P.M.**

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Vice-Chairman Bryan Woodruff said a prayer. The Board and audience recited the Pledge of Allegiance.

**CALL TO ORDER & ROLL CALL**

**\*\*\* Official Business of the Day \*\*\***

Chairman Jackson called the meeting to order at 7:00 p.m. The following Board Members were present:

Ms. Erin Berry  
Mr. David Cook  
Mrs. Shirley Jackson  
Mr. Jeff Norris  
Mr. Bryan Woodruff

**SPECIAL PRESENTATIONS**

The BCS Elementary Honor Choir performed prior to the meeting and opened the meeting with the Star-Spangled Banner. The following music teachers helped make this Honor Choir a success.

Ashley Spriggs - Altruria Elementary  
Barbara Frantz - Altruria Elementary  
Christine Hughes - Bartlett Elementary  
Rachel Cooper - Bon Lin Elementary  
Ashley Finch - Bon Lin Elementary  
Mallory Coffey - Ellendale Elementary  
Anthony Richardson - Oak Elementary  
Rebekah Sargent - Oak Elementary  
Amber Roland - Rivercrest Elementary

**2018 All-State Band participants**

Lindsey Weber has been an active participant in the Bartlett band all four years of high school. Her primary instrument is Bass Clarinet. She has been selected and participated in the All West Tennessee Honors band for 4 years. She has further distinguished herself by qualifying for the Tennessee All State 11th-12th Grade Band for three consecutive years. She has further distinguished herself in music by being selected and participating in the Tennessee Governors School for Music.

Walt Price has been an active participant in the Bartlett band for 3 years of high school. His primary instrument is Clarinet. He has been selected and participated in the All West Tennessee Honors band for 3 years while in HS and 2 years while in middle school. He has further distinguished himself by qualifying for the Tennessee All State 11th-12th Grade Band for 2 consecutive years, once in the 9th grade and now again in the 11th grade. Walt further demonstrate his love of music by actively participating in the Bartlett HS Jazz band program.

Anthony Lawrence Reano has been an active participant in the Bartlett band for 1 year at the 9th Grade Academy. His primary instrument is Clarinet. He has been selected and participated in the All West Tennessee Honors band this year. He has further distinguished himself by qualifying for the Tennessee All State 9th-10th Grade Band this year.

### **PUBLIC COMMENT**

No public comments.

### **APPROVAL OF AGENDA**

Mr. David Cook made the motion to approve the agenda. Ms. Erin Berry seconded the motion. With all ayes, the agenda was approved.

### **APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

#### **February 22, 2018 Business Meeting Minutes**

The approval of the February 22, 2018 Business Meeting Minutes passed with a motion by Ms. Erin Berry and a second by Mr. David Cook. With all ayes, the Minutes were approved.

### **REPORTS**

#### **Chairman's Report**

Chairman Jackson noted that with Spring Break over the school year is moving forward. I saw the performance of Tarzan at BHS and it was very good.

#### **Superintendent's Report**

Superintendent Stephens provided the following updates.

- Bartlett Square renovation is underway. Second floor is completely gutted.
- Bartlett High School project update 100% of the Design and Development completed. The Guaranteed Maximum Price will be brought to the Board soon.
- Bus Tracker App is now available through Durham Transportation for parents to see the bus in real time.
- Department of Exceptional Children will host the first BCS Transition Fair on April 5th at the Bartlett High School.
- Testing season is upon us. We tested 97% of the 11th grade students in ACT. Added some Saturday ACT Prep classes.

#### **General Counsel's Report**

No report.

## **Tennessee Legislative Network (TLN) Representative Report**

TLN Representative Bryan Woodruff updated the Board on current bills related to education.

- HB1855 Freeze on new assessments until 2021
- HB1577 LEA verify Assessment and Accountability results before release to the public
- HB2429 Expand Vouchers
- HB2208 Safety related
- HB2129 Safety related
- HB920 Block safety non-recurring grant

## **Financial Report**

The February 2017-2018 Financial Report was accepted by the Board. It is a non-voting item.

## **UNFINISHED BOARD BUSINESS**

### **POLICY 3018: Student Transportation Management REVISED SECOND READING**

**Motion Passed:** The second reading of Revised POLICY 3018: Student Transportation Management passed with a motion by Mr. David Cook and a second by Ms. Erin Berry.

Ms. Erin Berry	Yes
Mr. David Cook	Yes
Mrs. Shirley Jackson	Yes
Mr. Jeff Norris	Yes
Mr. Bryan Woodruff	Yes

## **BOARD ACTION ITEMS**

### **New Board Business**

#### **2018-2019 Special Course Application**

**Motion Passed:** The 2018-2019 Special Course Application for Facing History and Ourselves passed with a motion by Mr. Bryan Woodruff and a second by Ms. Erin Berry.

Ms. Erin Berry	Yes
Mr. David Cook	Yes
Mrs. Shirley Jackson	Yes
Mr. Jeff Norris	Yes
Mr. Bryan Woodruff	Yes

#### **Memorandum of Understanding (MOU) between Archon Academy and Bartlett City Board of Education**

**Motion Passed:** The Memorandum of Understanding (MOU) between Archon Academy and Bartlett City Board of Education passed with a motion by Mr. Jeff Norris and a second by Mr. Bryan Woodruff.

Ms. Erin Berry	Yes
Mr. David Cook	Yes
Mrs. Shirley Jackson	Yes
Mr. Jeff Norris	Yes
Mr. Bryan Woodruff	Yes

**Memorandum of Understanding (MOU) between Lakeside and Bartlett City Board of Education**

**Motion Passed:** The Memorandum of Understanding (MOU) between Lakeside and Bartlett City Board of Education passed with a motion by Ms. Erin Berry and a second by Mr. Bryan Woodruff.

Ms. Erin Berry	Yes
Mr. David Cook	Yes
Mrs. Shirley Jackson	Yes
Mr. Jeff Norris	Yes
Mr. Bryan Woodruff	Yes

**Bartlett High School Football Field Turf**

**Motion Passed:** The Bartlett High School Football Field Turf passed with a motion by Mr. Jeff Norris and a second by Ms. Erin Berry.

Ms. Erin Berry	Yes
Mr. David Cook	Yes
Mrs. Shirley Jackson	Yes
Mr. Jeff Norris	Abstain
Mr. Bryan Woodruff	Yes

**Resolution 5-9 Education Capital Fund Budget Amendment**

**Motion Passed:** Resolution 5-9 Education Capital Fund Budget Amendment passed with a motion by Ms. Erin Berry and a second by Mr. David Cook.

Ms. Erin Berry	Yes
Mr. David Cook	Yes
Mrs. Shirley Jackson	Yes
Mr. Jeff Norris	Yes
Mr. Bryan Woodruff	Yes

**Resolution 5-10 General Fund Budget Amendment**

**Motion Passed:** Resolution 5-10 General Fund Budget Amendment passed with a motion by Ms. Erin Berry and a second by Mr. David Cook.

Ms. Erin Berry	Yes
Mr. David Cook	Yes
Mrs. Shirley Jackson	Yes
Mr. Jeff Norris	Yes
Mr. Bryan Woodruff	Yes

**ADJOURNMENT**

The meeting adjourned at 7:40 p.m.

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Shirley Jackson  
Chairman

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Dr. David A. Stephens  
Superintendent

**M E M O R A N D U M**

**DATE:** April 19, 2018

**TO:** Bartlett City Board of Education

**FROM:** Dr. David A. Stephens, Superintendent

**RE:** 2018-2019 Elementary School Fee Request

We request approval of a \$25.00 Elementary Student Fee for the 2018-19 school year.

Instructional materials and supplies purchased with this fee are to be consumable supplies used directly by students. These materials and supplies will supplement the district's provided curriculum.

Staff recommends approval.

**BARTLETT CITY SCHOOLS**  
**High School Fees**  
**2018-2019**

Fees may only be charged for the items listed and may not exceed the approved amount. Please check with the Bartlett Ninth Grade Academy or Bartlett High School for their fee schedule.

**Basic Fees:** These fees are requested from all students enrolled. The activities listed represent most of the areas for which fees have been charged in the past.

Activity	Amount	Provides
AP Fees	\$95.00	AP exam fee
PSAT	\$20.00	Test fee

**Course Fees:** These fees are requested from students enrolled in these specific courses.

Activity	Amount	Provides
Dual Enrollment Fees	\$85.00	Fee charged per dual enrollment class (max 2 classes)
ACT Prep Class Books	\$25.00	ACT Prep workbook
Physical Education	\$20.00	PE uniform
<b>Related Arts</b>		
Marching Band	\$500.00	Uniform; <i>Smart Music Assessment</i> software for each student's computer; contest transportation; entry fees and other competition supplies; membership fees, and other required competition expenses
Non-Marching Band	\$175.00	<i>Smart Music Assessment</i> software for each student's computer; copyrighted music
Winter Percussion Team Season November - February	\$250.00	This will provide pay for instructors and purchase winter competition music
Winter Color Guard Team Season November - February	\$250.00	This will provide pay for instructors and purchase winter competition music
Chorus	\$75.00	Uniform; <i>Smart Music Assessment</i> software
Competition Choir	\$200.00	Uniform; <i>Smart Music Assessment</i> software for each student's computer; contest transportation; entry fees and other competition supplies; membership fees, and other required competition expenses
Orchestra	\$250.00	Uniform; <i>Smart Music Assessment</i> software for each student's computer; contest transportation; entry fees and other competition supplies; membership fees, and other required competition expenses

Guitar Fees	\$35.00	Copyrighted sheet music, supplies, method book(s), entry fees
Art I	\$20.00	Art Supplies (pens, Paper, Watercolors, etc)
Art II & III	\$30.00	Watercolor, clay, glazes, paint
Art IV	\$40.00	Watercolor, clay, glazes, paint
<b>Foreign Languages</b>		
Spanish	\$15.00	class supplies, materials, and national exam
French	\$15.00	class supplies, materials, and national exam
Latin	\$15.00	class supplies, materials, and national exam
German	\$15.00	class supplies, materials, and national exam
<b>Science Department</b>		
Health Science	\$30.00	Supplies related to nursing
Health Science	\$30.00	Supplies related to health science
Forensics Fees (first year)	\$60.00	Class Materials
Forensics Fee (returning students)	\$40.00	Class Materials
<b>Career and Technical Course (includes computer/business)</b>		
Accounting I	\$30.00	Class Materials
Accounting II	\$30.00	Class Materials
Cable and Networking	\$25.00	Classroom supplies
Information Technology	\$25.00	Classroom supplies
Personal Finance/Computers	\$20.00	Computer supplies for class projects
Film and TV	\$20.00	Cords, computer supplies, paper
Marketing	\$25.00	Supplies for class projects
Culinary Arts I	\$50.00	Classroom supplies
Culinary Arts II	\$100.00	Classroom supplies
Culinary Arts III	\$100.00	Classroom supplies
Home Ec./Culinary	\$25.00	Food for cooking lab
Home Ec./Lifestyle, Nutrition	\$25.00	Life-like baby doll project, food for nutrition classes
Home Ec./Early Childhood Education	\$30.00	Paid by parent - Preschool participant fee
Auto Shop	\$30.00	Supplies (hand soap, towels, oils, cleaners)
Manufacturing	\$30.00	Metals, materials, gases, safety equipment
Cosmetology (1 <sup>st</sup> year)	\$285.00	Cosmetology kits
Cosmetology (2 <sup>nd</sup> year students)	\$30.00	Shampoo, polish remover, cotton, misc. supplies
Cosmetology (2 <sup>nd</sup> & 3 <sup>rd</sup> year students)	\$85.00	2 <sup>nd</sup> & 3 <sup>rd</sup> Year Students - mannequins
Cosmetology (3 <sup>rd</sup> year students)	\$25.00	Shampoo, polish remover, cotton, misc. supplies

**Participation Fees:** These fees are requested from students who choose to participate in an optional activity.

<b>Activity</b>	<b>Amount</b>	<b>Provides</b>
Thespians/Drama	\$150.00	Fee per Productions
Competition Cheer/Pom/Dance	\$350.00/ month	Clothing, uniforms, coaching, tumbling fees and travel
Non-competitive Cheer/Pom/Dance	\$75.00/ month	Uniforms, coaching

**Athletics:** These fees are requested from students who choose to participate in a school-sponsored athletic activity.

<b>Activity</b>	<b>Amount</b>	<b>Provides</b>
Boys/Girls Basketball	\$150.00	Uniforms, practice equipment, game balls, safety equipment, officials, tournament entry fees, end of year awards
Football	\$150.00	Uniforms, practice equipment, game balls, safety equipment, officials, tournament entry fees, end of year awards
Soccer	\$150.00	Uniforms, practice equipment, game balls, safety equipment, officials, tournament entry fees, end of year awards
Baseball/Softball	\$150.00	Uniforms, practice equipment, game balls, safety equipment, officials, tournament entry fees, end of year awards
Wrestling	\$150.00	Uniforms, practice equipment, safety equipment, officials, tournament entry fees, end of year awards
Volleyball	\$150.00	Uniforms, practice equipment, game balls, safety equipment, officials, tournament entry fees, end of year awards
Track	\$100.00	Uniforms, practice equipment, event entry fees, end of year awards
Bowling	\$100.00	Uniforms, lane rentals, event entry fees, end of year awards
Tennis	\$70.00	Uniforms, practice equipment, event entry fees, end of year awards
Cross Country	\$100.00	Uniforms, practice equipment, event entry fees, end of year awards
Golf	\$200.00	Uniforms, greens fees, event entry fees, end of year awards

**BARTLETT CITY SCHOOLS**  
**Middle School Fees**  
**2018-2019**

Fees may only be charged for the items listed and may not exceed the approved amount. Please check with individual schools for their fee schedule.

**Basic Fees:** These fees are requested from all students enrolled. The activities listed represent most of the areas for which fees have been charged in the past. Fees are not collected in every middle school for each activity.

Activity	Amount	Provides
Physical Education	<del>\$20-\$25</del>	PE uniform
Instructional materials	\$25	Workbooks, periodicals; lab supplies; supplies for specific classes such as art, music, etc.

**Course Fees:** These fees are requested from students enrolled in these specific courses.

Activity	Amount	Provides
Band	\$165	Uniform; <i>Smart Music Assessment</i> software for each student's computer; contest transportation; entry fees and other competition supplies; membership fees, and other required competition expenses
Orchestra	\$90	Uniform; <i>Smart Music Assessment</i> software for each student's computer; contest transportation; entry fees and other competition supplies; membership fees, and other required competition expenses
Chorus	\$100	Uniform; <i>Smart Music Assessment</i> software; copyrighted music

**Participation Fees:** These fees are requested from students who choose to participate in an optional activity.

Activity	Amount	Provides
Chorus Honor Choir	\$150	Uniform; <i>Smart Music Assessment</i> software for each student's computer; contest transportation; entry fees and other competition supplies; membership fees, and other required competition expenses
Chorus Pop Choir	\$150	Uniform; <i>Smart Music Assessment</i> software for each student's computer; contest transportation; entry fees and other competition supplies; membership fees, and other required competition expenses
Drama	\$50	Costuming needs, props, lighting, scripts
Foreign Language	\$15	Exam fee; magazine subscription
Boys/Girls Basketball	\$150	Uniforms; practice equipment; game balls; safety equipment; officials; tournament entry fees; end of year awards

Football	\$150	Uniforms; practice equipment; game balls; safety equipment; officials; tournament entry fees; end of year awards
Track	\$75	Uniforms; practice equipment; event entry fees; end of year awards
Volleyball	\$150	Uniforms; practice equipment; game balls; safety equipment; officials; tournament entry fees; end of year awards
Cross Country	\$75	Uniforms; practice equipment; event entry fees; end of year awards
Non-competitive Cheer/Dance/Pom	\$300	Uniform, coaching, awards
Competitive Cheer/Dance	\$310/Month	Uniform, coaching; event entry fees, travel

## **POLICY 6002: Student Discrimination, Harassment, Bullying, and Cyber-bullying and Intimidation**

The Bartlett City Board of Education has determined that a safe, civil, and supportive environment in school is necessary for students to learn and achieve high academic standards. In order to maintain that environment, acts of bullying, cyber-bullying, discrimination, harassment, hazing or any other victimization of students, based on any actual or perceived traits or characteristics, are prohibited.<sup>1</sup>

This policy shall cover behaviors of students and employees while on school property, at any school-sponsored activity, on school-provided equipment or transportation, or at any official school bus stop. If the act takes place off school property or outside of a school-sponsored activity, this policy is in effect if the conduct is directed specifically at a student or students and has the effect of creating a hostile educational environment or otherwise creating a substantial disruption to the education environment or learning process.

### DEFINITIONS

*Bullying/Intimidation/Harassment* - An act that substantially interferes with a student's educational benefits, opportunities, or performance, and the act has the effect of:

1. Physically harming a student or damaging a student's property;
2. Knowingly placing a student or students in reasonable fear of physical harm to the student or damage to the student's property;
3. Causing emotional distress to a student or students; or
4. Creating a hostile educational environment.

Bullying, intimidation, or harassment may also be unwelcome conduct based on a protected class (race, nationality, origin, color, gender, age, disability, religion) that is severe, pervasive, or persistent and creates a hostile environment.

Bullying may be further described as unwanted aggressive behavior(s) by another student who is not a sibling or current dating partner that involves an observed or perceived power imbalance and is ongoing or highly likely to be repeated.<sup>2</sup>

*Cyber-bullying* - A form of bullying undertaken through the use of electronic devices. Electronic devices include, but are not limited to, telephones, cellular phones or other wireless telecommunication devices, computers, text messaging, emails, social networking sites, instant messaging, videos, and websites.

*Hazing* - An intentional or reckless act by a student or group of students that is directed against any other student(s) that endangers the mental or physical health or safety of the student(s) or that induces or coerces a student to endanger his/her mental or physical health or safety. Coaches and other employees of the school district shall not encourage, permit, condone

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<sup>1</sup> T.C.A. §49-6-4504

<sup>2</sup> *Bullying Surveillance Among Youths: Uniform Definitions for Public Health and Recommended Data Elements, Version 1.0.* Atlanta, GA; National Center for Injury Prevention and Control, Centers for Disease Control and Prevention and U.S. Department of Education; 2014.

or tolerate hazing activities.<sup>3</sup> “Hazing” does not include customary athletic events or similar contest or competitions and is limited to those actions taken and situations created in connection with initiation into or affiliation with any organization.

### REPORTING COMPLAINTS

Alleged victims of the above-referenced offenses or any student who has witnessed an act of harassment, intimidation, bullying, or cyberbullying shall report these incidents immediately to a teacher, school counselor, or school building administrator.<sup>4</sup> Any BCS employee who witnesses an act of harassment, intimidation, bullying, or cyberbullying shall report the conduct to the Principal. All other members of the school community, including students, parents, volunteers, and visitors, are encouraged to report any act that may be a violation of this policy to a school teacher, school counselor, or building administrator. All such reports shall be immediately reported to the Principal.

Reports of harassment, intimidation, bullying, or cyberbullying may be made anonymously to any teacher, school counselor, school administrator, or member of Student Services. All such reports shall be immediately communicated to the Principal. Formal disciplinary action may not be taken against a student based solely upon an anonymous report.

### INVESTIGATING COMPLAINTS

The Principal or Assistant Principal at each school shall be responsible for investigating and resolving complaints of harassment, intimidation, bullying, or cyberbullying. The Principal or Assistant Principal shall commence the investigation within forty-eight (48) hours of receipt of the report, unless the need for more time is appropriately documented. All investigations shall be completed and appropriate intervention taken within twenty (20) calendar days from the receipt of the initial report, unless the need for more time is appropriately documented. Within forty-eight (48) hours of the findings being complete, the Principal or Assistant Principal shall inform the parent/guardian of the student(s) involved in any act of harassment, intimidation, bullying, or cyberbullying of the investigation findings and whether corrective action was taken.

Upon the determination of a violation of this Policy, the Principal or Assistant Principal shall immediately inform the parent/guardian of the student’s involvement in an act of harassment, intimidation, bullying, or cyberbullying. The Principal or Assistant Principal shall inform the parent/guardian of the availability of counseling and support services by school counselors if necessary.

Following any investigation, the Principal or Assistant Principal shall report the findings of the investigation along with disciplinary action taken to the Superintendent and Board Chairman.

### RETALIATION AND FALSE ACCUSATIONS

Acts of retaliation against any person who reports or assists in any investigation of an act alleged in this policy is strictly prohibited. An employee found to have engaged in retaliation shall be subject to disciplinary action up to and including termination. A student found to have engaged in retaliation shall be disciplined in accordance with Bartlett City Schools discipline policies and procedures.

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<sup>3</sup> T.C.A. §49-2-120

<sup>4</sup> T.C.A. §49-6-4505(b)

Falsely accusing another person of having committed an act prohibited under this Policy as a means of harassment, intimidation, bullying, or cyberbullying is prohibited and is itself a violation of this Policy. The consequences and appropriate remedial action for a student found to have knowingly falsely accused another may range from positive behavioral interventions up to and including suspension and expulsion. The consequences for an employee found to have knowingly falsely accused another include employee discipline up to and including termination.

### CONSEQUENCES

School administrators shall consider the nature and circumstances of the incident, the age of the violator, the degree of harm, previous incidences or patterns of behavior, or any other factors, as appropriate to properly respond to each situation.

A substantiated charge against an employee shall result in disciplinary action up to and including termination. A substantiated charge against a student may result in corrective or disciplinary action consistent with Bartlett City Schools discipline policies and procedures.

An employee disciplined for violation of this Policy may appeal the decision by contacting the Federal Rights Coordinator or the Superintendent. Any student disciplined for violation of this policy may appeal the decision in accordance with Bartlett City Schools disciplinary policies and procedures.

### NOTIFICATION AND TRAINING

This policy shall be disseminated annually to all school staff, students, and parents via employee and student handbooks and the BCS website. The Federal Rights Coordinator shall be responsible for ensuring that all school staff, students, parents are notified of this Policy. Further, the Federal Rights Coordinator shall be responsible for ensuring the education of students and parents and the training of school staff as to the definition, prevention, intervention, and recognition of harassment, intimidation, bullying, and cyber-bullying.

At the beginning of each school year, the Federal Rights Coordinator shall make available to students and parents information relative to bullying prevention programs. Additionally, the Federal Rights Coordinator shall provide teachers and counselors a copy of this Policy along with information on its implementation, bullying prevention, and strategies to address bullying and harassment when it happens.

## POLICY 6015: Attendance of Non-Resident Students

Students residing outside the boundaries of the Bartlett City Schools district may attend schools within the district under the following conditions:

1. They must be approved by the Superintendent.<sup>1</sup>
2. They must provide transportation to and from school. There shall be no obligation for Bartlett City Schools to provide transportation to non-resident students.
3. They must apply during the Bartlett City Schools open enrollment period in the spring of each year. The District shall communicate the application period to the public annually, and applications received after this period will be considered on a case-by-case basis. Applications made less than two (2) weeks prior to the beginning of the school year or during the school year require approval of the sending district.<sup>2</sup>
4. Students residing in Shelby County shall not pay tuition. Out-of-county, non-resident applications shall be considered on a case-by-case basis, and such out-of-county students must pay tuition at a rate established annually by the Board. Such tuition may not exceed per student, per annum, an amount equal to the amount of funds raised and used for school purposes by Bartlett City Schools per student during the preceding school year, minus any funds received from the student's resident system.<sup>3</sup> Out-of-state, non-resident applications shall be considered on a case-by-case basis<sup>4</sup>, and such out-of-state students must pay tuition at the same rate as the average cost per student (state and local funds) in the student's resident district.<sup>5</sup>
5. They must apply in accordance with applicable state law and Board policy.<sup>6</sup>

Non-Resident students will be considered for attendance in Bartlett City Schools based on the following priorities:

Priority 1: Students of ~~full time employees of~~ Bartlett City Schools employees, excluding part-time substitute teachers.<sup>7</sup>

Priority 2: Students currently enrolled in one of the eleven (11) Bartlett schools.

Priority 3: Students whose siblings currently attend one of the eleven (11) Bartlett schools.

Priority 4: Students of full time employees of City of Bartlett.

Priority 5: All other students residing outside the municipal boundaries of Bartlett, Tennessee.

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<sup>1</sup> T.C.A. §49-6-3104

<sup>2</sup> T.C.A. §49-6-3104; T.C.A §49-6-3105

<sup>3</sup> T.C.A. §49-6-3003(a)

<sup>4</sup> T.C.A. §49-6-3108

<sup>5</sup> T.C.A. §49-6-403(f)

<sup>6</sup> T.C.A. §49-6-3102(e)

<sup>7</sup> T.C.A. §49-6-3113

The feasibility of approving non-resident applications for admission shall consider, but not be limited to, educational capacity, staffing, and general program offerings. Acceptance for a given year does not guarantee continued acceptance in subsequent years, and applications must be filed annually. Failure to provide and maintain a satisfactory academic, discipline, and attendance record may result in the denial of a non-resident application for admission or a loss of attendance privileges.

<b>Bartlett City Board of Education</b>		<b>6040</b>
Descriptor Term: <b>DRESS CODE</b>	Descriptor Code: <b>Student Services</b>	Issue Date: <b>07/24/2014</b>
	Rescinds:	Revised: Proposed:04/10/2018

1 DRESS CODE

2 In order for Bartlett City Schools to maintain a safe and orderly learning environment, the  
3 minimum standards for acceptable clothing during the school day are as follows:

4 Tops of shoulders must be covered by a minimum of a 1-inch strap unless otherwise  
5 covered by an opaque top garment. Tops must also have sleeves and must completely  
6 cover the abdomen, back, midriff, and chest.

7 Skin and undergarments must be covered with opaque clothing from the underarm to  
8 mid-thigh. Mid-thigh is defined as the mid-point between and waist and mid-knee.

9 All bottoms must be held at the waist, be appropriately sized, and of a safe length.

10 Leggings and other compression-style garments may be worn so long as an opaque top  
11 garment covers the private body parts.

12 Head apparel (such as hoods, hats, sunglasses, etc) must not be worn inside the school  
13 building, except for religious or medical reasons.

14 Footwear is required and must be safe and appropriate for indoor and outdoor physical  
15 activity.

16 **Prohibited items include the following: large, long, and/or heavy chains; chained**  
17 **accessories; and sleepwear, pajamas, and/or blankets.**

18 Clothing and accessories such as backpacks, patches, jewelry, and notebooks may not  
19 display (1) racial or ethnic slurs/symbols; (2) gang affiliations; (3) vulgar, subversive, or  
20 sexually suggestive language or images; nor promote inappropriate and/or illegal  
21 products such as alcohol, tobacco, and illegal drugs;

22 The Principal may allow exceptions in special circumstances, or for occasions such as  
23 holidays and special performances. The Principal may further prescribe dress in certain  
24 classes such as physical education, vocational education, and science labs.

25 Any student not dressed in accordance with the policy shall be directed to correct the  
26 violation or spend the remainder of the day in in-school suspension (ISS). Repeat  
27 offenses shall be subject to additional measures which include parent conferences, in-  
28 school suspension, and out-of-school suspensions as described in the District-wide  
29 discipline policy.