

Policy Committee Meeting
May 7, 2020 4:30 PM
Central Services Board Room

1. Call to Order
2. Moment of Silence / Pledge of Allegiance
3. Approval of Committee Minutes
4. Policy 4.602 Class Ranking
5. Policy 3.204 Threat Assessment Team
6. Policy 3.402 Special Use of School Vehicles
7. Policy 4.210 Credit Recovery
8. Policy 6.204 Attendance of Non-Resident Students
9. Policy 3.206 Community Use of School Facilities
10. Policy 2.804 Expenses and Reimbursements
11. Other Discussion
12. Adjournment

Policy Committee Meeting
March 5, 2020
Central Services Board Room

The Policy Committee met on Thursday, March 5, 2020, in the Central Services Board Room where Mr. Tom Netherton called the meeting to order at the approximate hour of 4:30 p.m. He welcomed everyone to the meeting and appreciated everyone for attending.

PRESENT:

Mr. Tom Netherton, District 6	Mrs. Rebecca Hamby, District 7
Mrs. Janet Graham, Director of Schools	Dr. Rebecca Wood, CAO
Mr. Jim Inman, District 1	Dr. Scott Maddox, 9-12/CTE Supervisor
Ms. Kim Herring, Student Information Administrator	Mrs. Kacee Harris, CFO
Mrs. Kelly Smith, SMHS Principal	Mrs. Stephanie Barnes, Phoenix Principal
Mr. Jon Hall, CCHS Principal	Students from SMHS, CCHS and Phoenix

ABSENT:

Tony Brock, District 5

1. **Call to Order** – Mr. Tom Netherton
2. **Moment of Silence/Pledge of Allegiance** – Mr. Tom Netherton
3. **Approval of the February 6, 2020 Minutes** – Netherton made a motion to approve.

VOICE VOTE: Netherton (mover- yes)
Hamby (seconder –yes)
All Ayes

MOTION: Carried unanimously

4. Policy 6.310 Dress Code

Netherton mentioned he has read all the recommendations from students. At this meeting last month and most board members were here and expressed their opinions of it. We went a step farther and the Director of Schools polled the principals on all the changes the students wanted to make in dress code. We have the feedback on that, so we didn't just arbitrarily decide that we would do it this way. We looked at all the input from different people and what we will go forward with tonight is what we believe, in our opinion, is our best approach. Before we do that I will give a couple of people an opportunity to express their thoughts out loud. A parent (Valerie Burns) expressed her opinions about dress code issues (jogging pants or yoga pants). She went on to describe some situations at school that she was not happy about. She mentioned struggles to find appropriate clothing that fit the dress code. Mr. Netherton thanked her for her comments. A student who represented all three high schools then read a statement regarding the changes they proposed to make in the dress code. "We believe the dress that the current dress code should undergo some minor adjustments in order to match the clothing trends that we experience outside of school today and bring this county more in line with others throughout the state. The part of the policy we would like to see changed would allow leggings to be worn and for students to facial piercing particularly nose rings. Leggings have not only become

the latest trend in clothing, they are also the cheapest clothing option. With leggings costing on average 1/3 of the cost of jeans. The reality is that by not allowing leggings families are placed at a higher economic burden to buy jeans. Many workplaces in our community allow leggings. There also exists the explicit sexism in the policy. We pulled the SMHS dress code violations report between August and December of 2019. Ninety percent of all of them are female student violations. Many girls feel targeted using the dress code as calling them out on their bodies and the clothes that can properly fit them. We would also like to see a change on facial piercings in our revised version of the dress code. In the modern workplace most facial piercings, especially nose rings are viewed as a choice that is up to the individual and something unregulated by the employer. Also, nose rings are difficult for teachers to police. As they can be easily removed and put back in when the student feels they will not be caught. The current language of the dress code however does have a huge impact on a student's daily education. Each and every infraction brings delay to the classroom as teachers have to write up students and send them to the VP office, disrupting each student's learning time. Also the students out of dress code can miss a large portion of class, or even the entire rest of the day if the problem cannot be fixed at the time. The issues would not arise often if the policy was adjusted. Which many schools of the state have already done so. Many students here today including myself as I am a senior, will not see the benefit in the adjustment of the dress code. However our siblings, our friends and every group that succeeds us will see these benefits. These changes would allow them to have more focused classrooms to grow up in a school system that is more representative of the real world and to attain better economic equity when going to buy school clothes for the upcoming school year." The committee discussed the changes.. Mr. Inman said he did not like the idea of piercings. He would like to see it limited to the ears like it is now. He feels it is a safety issue. He went on to say that years ago they did not allow clothing with holes. Now it allows holes below the knee, now they start inching up over the knee. He mentioned that he understands the 5" above the knee rule, because that is how we determine the length of dresses and shorts. The committee and attendees discussed the requested changes on the policy. They went through the list 1. Clothing with holes 5" above the knee, no skin showing: decision to accept the requested change. 2. Removing the word Spandex: decision was to accept the requested change. 3. Leggings which are inappropriately revealing or suggestive: decision to not accept requested change. 4. Shirt or Tops with leggings shall be worn so that its length shall extend over the buttocks so their behind shall be appropriately covered: decision shirt or tops with leggings shall be worn so that it's length appropriately covers front and behind. (The students presented several students who were wearing leggings and asked the committee's opinions on whether they were appropriate or not.) The committee discussed this further and kept with this change. 5. No visible body piercing jewelry, except for earrings in the ear and facial piercing limited to the eyebrow, lip, and nose area, for boys and girls, as long as they are not dangerous, disruptive, or distracted to the student or others: decision was to leave as the current policy reads "No body piercing jewelry, except for earrings in the ear for boys and girls." 6 Tops, blouses and shirts must fit and cover at least 3" of the shoulder so as not to reveal the torso or undergarments: decision to accept the requested change.

VOICE VOTE: Netherton (mover-yes)
Hamby (seconder-yes)

All Ayes

MOTION: Carried Unanimously

5. Policy 3.204 Threat Assessment

Netherton said he didn't see anything on this policy that needs to be changed. Netherton made a motion to approve.

VOICE VOTE: Netherton (mover-yes)

Hamby (seconder-yes)
All Ayes

MOTION: Carried Unanimously

6. Policy 3.405 Commercial Advertising on School Buses

Netherton said he did not see anything that needed to be changed. Inman had a question, “Is this a new policy?” Franklin and Netherton confirmed it is. Inman said he thought we already had a policy for this. Franklin responded that we did not have a policy on advertising on a school bus. Harris said this policy was set up for an in house situation and thought we should add and/or review vendor contracts, on item 4 line 12. Then remove the word adhesive from item 5 line 15 to just read professionally installed. Netherton made a motion to approve with the changes Harris suggested.

VOICE VOTE: Netherton (mover-yes)
Hamby (seconder-yes)
All Ayes

MOTION: Carried Unanimously

7. Policy 4.302 Field Trips, Excursions, Competitions

Netherton asked if there is anything we need to be concerned about? Graham responded that these changes were recommended by TSBA. Inman asked what “independently planned trip” is about. “What are you talking about there?” Graham responded that it is a trip someone would be planning such as a summer trip to Spain or France. Inman asked if it would affect our school trips to like Washington, DC or anything like that? Graham responded no it would not. Hamby made a motion to approve.

VOICE VOTE: Hamby (mover-yes)
Netherton (seconder-yes)
All Ayes

MOTION: Carried Unanimously

8. Policy 6.406 Graduation Activities

Netherton said he didn’t see any problems with that one. Hamby made a motion to approve.

VOICE VOTE: Hamby (mover-yes)
Netherton (seconder-yes)
All Ayes

MOTION: Carried Unanimously

9. Policy 4.602 Class Ranking

Netherton mentioned that we did need to make some changes. Netherton asked if we have the changes that need to be made on this policy. Wood responded that there were other changes to be made to this policy and asked if we could bring the policy back in April? We need to remove the paragraph of 2019 and the state board made some changes that we could use for the locally adopted scale. We will bring those changes to you in April. It won’t affect the students right now. Graham said we would remove the 2019 paragraph and present this policy in April. Netherton made a motion to table this policy until next month. Wood said, “We do have some changes we would

like to discuss with you about this one in particular. At the last board meeting you all adopted the wording that we release class rank, Dr Maddox has worked with this group and he has some information he would like to share. Maddox stated, “ I would like to share this with you. (Maddox distributed a packet of information to the committee). First he mentioned the information from guidance counselors from other systems. At the top, I have circled Sunday, April 29, 2018. This is when it is first proposed to the guidance counselors of the high schools. There was a lot of talking back and forth between the changes and the policy book with the changes in other policies. I really want to point out how long this process has been in the making. It is not something that was just thought up overnight. A lot of work was put into this policy. The second section is the initial information on a proposal and you will see April 30, 2018. The third section is very important. This has the agreement of all the guidance counselors. We did ask that the guidance counselors sign off once they approved of the change in rank in policy. Section 4 is the policy that had to be changed. The policy committee decided to change the rank policy we had to change a number of policies to reflect that change. The process is not a one step process. The last section number 5 Are Scholarship applications. Maddox handed out the packet of scholarship packets that were given to the students. There were 7 applications that asked for the rank. Maddox stated he has contacted the 7 organizations and spoke with someone. With the exception of Nike he talked to all of them and provided the responses for the committee to see. Netherton asked about all the policies that had to be changed when the rank policy was changed if they would have to change again. Maddox responded yes. Graham stated that if you change the whole process then that is yes. Some of that was brought on by the inclusion of Middle College students. That created a whole realm to the whole process. For those students every class they take is a dual credit. Which automatically gives the 4 more points all the way around. If you have kids that can’t afford to go to middle college or are not able to go to middle college then they could take all the whole top group. That was the reason this process changed. Maddox commented that when you read some of these you will come across some pages that are explained and why counselors wanted to change the policy. Netherton mentioned he thought we needed to go back and look at this when it is not a crisis. The other night it was a moment of crisis to get it changed. Maddox responded that it was a perception of crisis. But those of us that have been working on this for two years, our perception was not a crisis because the policy had already been addressed. Netherton said, Most of us on the board were not aware that it had already been addressed. We did what we thought was most appropriate at that point in time. What you are giving us is the information to look at this again and address it next month. If we had this information prior to that meeting it would have not been an issue. One other question, what about the applications that are not local. Are any of those scholarship applications that would be declined because of lack of rank. One of the counselors spoke out and said VEC, TVA, multiple applications ask for one. Regions Bank asked for rank on their application. Maddox said he disagreed with that, Regions Bank only asked the percentage of the class. The counselor said you have to log in as a counselor and enter information for the scholarship. There are several questions with an asterisk beside them and they had to be answered to be nominated for the scholarship. She went on to list the items that would qualify the student. Once those applications are viewed if they do not have a rank they would less likely be chosen over someone who had the class rank on the application. Maddox said he had several applications and the Regions application did not include rank. The other thing I have discovered, when speaking with the people who compile the scholarship applications, many times the rank was not used to select a student but to exclude students. They felt the ones who ranked in the top 10 of the class were already receiving scholarship monies and they wanted to give it to someone below that. Netherton suggested between now and next month when we come back to discuss this, give us a feel whether or not our students are going to be penalized for not having access to rank for their applications. Inman stated, “Mr. Maddox made the comment that it was a perceived crisis, well it may have been a perceived crisis to those in this room but the students that needed the ranking for their scholarships, it was a crisis. We acted in good faith to take care of those kids this year. You guys have told us that more than likely they are going to move away from ranking. We can try our best to move away from ranking as the scholarships move away from it. But, I refuse to allow a student to be hurt because we made a policy that said we’re not going to rank and then a student says they need a rank for a scholarship. I don’t care what the scholarship is.” Herring said she would like add somethin, “The one thing ranking creates an issue with is the Middle College Students, because where we have students who are taking

college classes all the time and we are forced to put a number by them and still forced to put a number by students who are not approaching that type of education, it makes it very difficult. They are on very different playing fields. Back in the day, all the students had the same number of classes every day. They all had the same opportunities to take honors classes or dual enrollment classes. There weren't so many variables to consider. Now that there are so many variables, it makes it really difficult." Netherton said he didn't think it makes it as much difficult as it makes it unfair. Herring agreed. Another counselor spoke up and agreed that the explained why it is hard to determine who is the top student because of the paths of study and the classes they are required to take have more opportunity to take honors and dual enrollment classes. She said one example was a student who was a computer programming student who was accepted to Emory University, full ride. He was 10th in his class because he took web design which was not offered as an honors class. There were not dual enrollment classes offered in his program of study. His rank of 10 did not prevent him from being successful. Graham stated, "What we really want are students to look at their path and to choose the classes that are best going to help them get somewhere. Not to be ranked this number in the class. Honestly, this time next year nobody will know who ranked where. You might remember Val and Sal, but you won't remember the others. Inman said, "I don't mind going away from it, don't get me wrong. I know you all put a lot of work in it and I don't mind going away from it. I just want to take care of the students this year that needed the ranking for their scholarships. After that if we can get all the people to quit using ranking, I'm fine with it, I don't care. I just wanted to make sure that we didn't have a kid that suffered, this year, because we made a policy that said no ranking. Those of you that did absolutely no ranking did nothing wrong, you followed the policy. You did what was correct. Also, those people that did do ranking was trying to help the kids. That is what we're here for, we're here to help the kids. That was the purpose of making this stop-gap measure in order to make sure students this school year were taken care of. Next year if we can get all the scholarships to stop asking for ranking, I'm fine with it. I think everybody else will be fine with it. As long as nobody is going to get hurt on a scholarship because they don't have a ranking. I'm not interested in doing ranking so we can publish it in the paper or stuff like that. All I want is ranking right now just so a student can request it for a scholarship. That's it! I don't want it published, I don't want anybody else knowing, just the kid if they need it for a scholarship." The counselor wanted to make a point that the current numerical ranking is not fair. Netherton said next month we look forward to hearing all about what you have discussed. I appreciate your help and input to make our policies better and our process easier.

Any questions from the media?

10. Other Discussion

11. Adjournment

VOICE VOTE: Hamby (mover-yes)
Netherton (seconder-yes)
All Ayes

MOTION: Carried Unanimously

Mrs. Janet Graham
Director of Schools

Tom Netherton
Chairman of the Policy Committee

Jane Franklin
Executive Assistant for the Director of Schools and BOE

Cumberland County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Class Ranking	Descriptor Code: 4.602	Issued Date: 02/27/20
		Rescinds: 4.602	Issued: 01/24/19

1 Students must be enrolled full time at the home base school to be eligible for ranking among the top high
2 school seniors.

3 Final grade average earned in each class grades 9, 10, 11 and the first semesters of grade 12 are used in
4 determining final class standing. This standing is based on a combination of Grade Point Average (GPA)
5 and the Quality Point Average (QPA).

6 To determine your Quality Point Average (QPA) each course is given a point based on its classification
7 as regular, honors, AP, dual credit, or dual enrollment class. Add your total and divide by the number
8 of classes taken. This calculation will be between 0.0 and 6.0.

9 Regular classes receive: A = 4 pts, B = 3 pts, C = 2 pts, D = 1 pt, F = 0 pts.

10 Regular half credit classes receive: A = 2 pts, B = 1.5 pts, C = 1 pt, D = .5 pts, F = 0 pts.

11 Honors classes receive: A = 5 4.5 pts, B = 4 3.5pts, C = 3 2.5 pts, D = 2 1.5 pts, F = 0 pts.

12 Half credit honors classes receive: A = 2.5 2.25 pts, B = 2 1.75 pts, C = 1.5 1.25 pts, D = 1 .75 pt.,
13 F = 0 pts.

14 AP and Dual, credit classes receive: A = 6 5 pts, B = 5 4 pts, C = 4 3 pts, D = 3 2 pts, F = 0 pts.

15 AP and Dual half credit classes receive: A = 3 2.5 pts, B = 2.5 2 pts, C = 2 1.5 pts, D = 1.5 1 pts, F =
16 0 pts.

17 ~~For the Class of 2019:~~

18 ~~The valedictorian and salutatorian will be selected from the ten students in physical attendance, who~~
19 ~~have the 10 highest Quality Point Average (QPA).~~

20 ~~From these ten the valedictorian and salutatorian will be determined by numerical averages of final~~
21 ~~course grades. This method provides the least amount of discrimination to determine the two highest~~
22 ~~averages. Ranking for the remaining class members will be determined by Quality Point Average~~
23 ~~(QPA).~~

24 Beginning with the Class of 2020

25 GPA calculations will be called Lottery GPA and local weighted GPA. The Lottery GPA will be
26 based on a 4.0 scale. The local weighted GPA will be based on a 5.0 scale. The local weighted GPA

1 will be calculated on all course work using the Cumberland County Grading Scale. GPA will also be
2 calculated using the Tennessee Uniform Grading Scale for Lottery/Hope Scholarship purposes (to be
3 called Lottery GPA). Both the Cumberland County local weighted GPA and the Lottery GPA will
4 appear on the official transcript. Upon request by the student, that student's class rank will be released
5 for the purpose of scholarships and/or extended education.
6

7 Teachers will continue to add additional points to the final grade of the course, and the following
8 guidelines will be adhered to:

- 9 • One half (1/2) quality point shall be added to the numerical quality point value corresponding
10 to the letter grade received for the honors course.²
- 11 • One (1) quality point shall be added to the numerical quality point value corresponding to the
12 letter grade received in a Statewide Dual Credit Course, Industry Certification Aligned Course,
13 Dual Enrollment Course, or an Advanced Placement Course.²

14 Final Grade notification

- 15 • Honors courses – will receive three points added to their numeric final grade
- 16 • Dual enrollment courses – students must be enrolled in a post-secondary institution to receive
17 four additional points to their final numeric grade.
- 18 • Statewide dual credit courses - students enrolled in a statewide dual credit course must sit for
19 the dual credit exam in order to receive four additional points on their numeric final grade.
- 20 • AP courses – In order to receive five additional points, students are required to take the
21 corresponding AP exam.¹
- 22 • Industry Certifications – CTE courses that are aligned to an industry certification recognized by
23 the Tennessee Department of Education will receive an additional four points if the student sits
24 for the industry certification exam.
- 25 • If the additional weighting is awarded prior to participation in the culminating exam and the
26 student does not participate in the culminating exam, the additional points will be removed.

27 Students who are able to register for enough credits to meet graduation requirements are classified as
28 seniors.

29 In the determination of academic recognition, Cumberland County Schools will utilize the following
30 Latin system based on local weighted GPA:

31	Summa Cum Laude	4.25 and above
32	Magna Cum Laude	4.00 – 4.24
33	Cum Laude	3.75-3.99

34 All grades earned in grades 9, 10, 11 and the first semester of grade 12 are considered for determining
35 final class standing.

36 The valedictorian and salutatorian will be chosen using the following criteria:

- 1 • Student must be a graduating senior enrolled full time at the home base school in physical
2 attendance.
- 3 • Student must qualify for the highest Latin System honor award at the respective high school.
- 4 • Student must meet the benchmarks on the ACT (benchmarks: Math 22, Science 23, English 18
5 and Reading 22) or equivalent on the SAT.
- 6 • Valedictorian and salutatorian will have the two highest numerical averages of the final course
7 grades in the top half of the Summa Cum Laude graduating class.
- 8 • In the event multiple students meet all of the aforementioned criteria and a tie still exists, the
9 highest achieved ACT composite controls.
- 10 • Middle College course work will not be factored in determination of valedictorian and
11 salutatorian.

12 Honor roll students will be determined by standards approved by the Board. Students who meet these
13 standards, and who do not request otherwise, will have their names submitted to the principal for release
14 to the news media.

15 Each school department or club, which presents honors or awards or conducts contests will file with the
16 principal the name of the honor, award or contest; the basis for selection of the award and honor; the
17 method of participation; and the reason for the contest.

18 To become valedictorian or salutatorian, a student must be enrolled and in physical attendance in the
19 high school during the entire first semester of their senior year. The student must also have been enrolled
20 and in physical attendance 2 of the 4 semesters immediately preceding their senior year. The grades from
21 the final semester of their senior year will not be used in determining class standing.

Legal References

1. TCA 49-6-407 TRR/MS 0520-01-03.05 (3)(c)
2. Tennessee State Board of Ed. Policy 3.301

Cross References

- Grading System 4.600
Graduation Requirements 4.605

Cumberland County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: <b style="color: red; text-align: center;">Threat Assessment Team	Descriptor Code: <b style="text-align: center;">3.204	Issued Date:
		Rescinds:	Issued:

1 *General¹*

2 A threat assessment team shall be created within the school district to develop intervention-based
 3 approaches to prevent violence, manage reports of potential threats, and create a system that fosters a
 4 safe, supportive, and effective school environment. The Director of Schools shall appoint the members
 5 of the threat assessment team.

6 The Director of Schools shall develop administrative procedures regarding the training and operations
 7 of the team to comply with state law and State Board of Education rules and regulations.

8 **TEAM MEETINGS**

9 All threat assessment team meetings shall be closed to the public.²

10 **RECORDKEEPING³**

11 The team shall document all behaviors and incidents deemed to pose a risk to school safety or that
 12 resulted in intervention and shall provide the information to the Director of Schools.

13 A report of the activities of the threat assessment team will be compiled and shared with the Board
 14 before each regular meeting.

15 Documents produced or obtained regarding these assessment activities will not be open for public
 16 inspection.

Legal References

1. TCA 49-6-2701 *et seq.*
2. TCA 49-6-2701(f)
3. TCA 49-6-2702(g); TCA 49-6-2702

Cross References

- School District Records 1.407
- Safety 3.201
- Security 3.205
- Student Records 6.600

Cumberland County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Special Use of School Vehicles	Descriptor Code: 3.402	Issued Date: 01/24/13
		Rescinds: 3.402	Issued: 04/26/12

- 1 All standard rules of student and driver conduct shall apply to all extracurricular trips.
- 2 System-owned buses may be used by athletic teams and other school groups, provided such trips are
3 recommended by the principal. Any other utilization of school vehicles must be approved by the Board
4 of Education.
- 5 The principal will make all transportation arrangements with the director of transportation.
- 6 The Board may be reimbursed by the individual school for the use of buses for extracurricular activities.
7 However, the director may establish special rates for extended trips or in special cases. Forms for
8 reporting extra use of buses will be furnished to each school principal.
- 9 Only employees duly licensed by the State of Tennessee to operate a school bus may drive school buses
10 for extracurricular activity trips.
- 11 School buses may be used only for the transportation of school personnel on authorized school business.
12 No other individual or group may rent a school bus without prior permission from the Executive
13 Committee.
- 14 ~~No employee may use a system-owned vehicle for transportation to and from work, with exception of
15 Transportation Supervisor, Maintenance Supervisor, Director of Schools, and bus drivers at the
16 discretion of the Transportation Supervisor.~~

Option 1: No employee may use a system-owned vehicle for transportation to and from work with the exception of bus drivers at the discretion of the Transportation Supervisor. Buses meet the requirement for qualified nonpersonal use vehicles.

OR

Option 2: Recognizing that providing an employer-owned vehicle that does not qualify as a nonpersonal use vehicle and is therefore considered a taxable working condition fringe benefit, the Transportation Supervisor and Maintenance Supervisor may use a system-owned vehicle for transportation to and from work. This permission is limited and restricted to a condition of employment commute. Employee use will be monitored and the value of the benefit will be assessed as compensation and therefore subjected

to Federal employment taxes and reporting on Form W-2. Buses meet the requirement for qualified nonpersonal use vehicles and may be driven to and from work at the discretion of the Transportation Supervisor with no addition valuation of the benefit required.

Legal Reference:

1. Internal Revenue Code § 61;
H-2230 Methods for Valuing the Use of
Employer-Provided Vehicles

Cross References:

- Extracurricular Activities 4.300
- Interscholastic Athletics 4.301
- Field Trips and Excursions 4.302

Click here to choose a school board.

Monitoring: Review: Annually, in October	Descriptor Term: Special Use of School Vehicles	Descriptor Code: 3.402	Issued Date:
		Rescinds:	Issued:

1 **SCHOOL BUSES**

- 2 All policies and procedures regarding student and driver conduct shall apply to all extracurricular trips.
- 3 District-owned buses may be used by athletic teams and other school groups, provided such trips are
- 4 recommended by the principal.
- 5 The principal shall make all transportation arrangements with the Transportation Supervisor.
- 6 Only qualified bus drivers may drive school buses for extracurricular trips.

7 **BOARD-OWNED VEHICLES**

- 8 The Director of Schools shall recommend for board approval a list of vehicles to be assigned to
- 9 positions requiring full-time use. Such use shall be restricted to commuting to and from job-related
- 10 sites and shall comply with IRS requirements, including implications for reporting taxable income.
- 11 Employees assigned full-time use of vehicles shall be on call twenty-four (24) hours a day to perform
- 12 services required by their job responsibilities. The use of these vehicles for personal use is prohibited.

Cross References

Extracurricular Activities 4.300
Interscholastic Athletics 4.301
Field Trips/Excursions/Competitions 4.302

Cumberland County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Credit Recovery	Descriptor Code: 4.210	Issued Date: 09/28/17
		Rescinds: 4.210	Issued: 02/23/17

1 GENERAL

2 The Director of Schools shall ensure that credit recovery facilitators receive training regarding course
3 organization, online instruction management and related technology.

4 Credit recovery teachers shall comply with all State Board of Education certification requirements.¹

5 ADMISSION AND REMOVAL²

6 No student shall be admitted to or otherwise enrolled in credit recovery courses unless:

- 7 1. The student's parent/guardian gives written consent for the student to enroll in the proposed
8 credit recovery course. Parents/guardians should be informed that not all postsecondary
9 institutions will accept credit recovery courses for credit and that the NCAA Clearinghouse will
10 not accept credit recovery courses for credit; and
- 11 2. The student has previously taken an initial, non-credit recovery section of the proposed course
12 and received a grade of at least sixty percent (60% 50%). In order to take Algebra I as a credit
13 recovery course, the students average in the initial course must be at least 65%. Students who
14 receive a grade of below sixty percent (60% 50%) in the non-credit recovery section of the
15 course must re-take the course.

16 If a student is seeking to recover credit for the first semester of a two-semester course, the student may
17 not receive the full credit for the course until he/she has enrolled in and passed the second semester of
18 the course and taken any applicable End of Course examinations.

19 The Board shall track students enrolled in credit recovery courses as directed by the Tennessee
20 Department of Education.

21 INSTRUCTION AND CONTENT³

22 Credit recovery teachers shall work closely with credit recovery facilitators to correlate class content
23 and instruction.

24 The Director of Schools shall ensure that all credit recovery courses:

- 25 1. Align with Tennessee's current academic standards for the relevant course content area, as
26 approved by the State Board of Education; and
27

- 1 2. Differentiate instruction to address individual student growth needs based on diagnostic
2 assessment or End of Course data.

3 Students in credit recovery programs shall:

- 4 1. Shall complete a course standard-specific diagnostic to determine standard-specific goals.
5
6 2. Shall meet individual standard-specific goals in a flexible time frame as established by
7 identified student need.
8
9 3. May be required to complete additional assignments as directed by local board of education
10 credit recovery policy and credit recovery teacher of record.
11
12 4. Shall master all individualized standard-specific goals and assignments as established by the
13 diagnostic process and the credit recovery teacher of record, in order to earn credit.

14
15
16 ~~1. Complete a course skill specific diagnostic to determine skill specific goals;~~

17
18 ~~2. Meet individual skill-specific goals in a flexible time frame as established by identified student~~
19 ~~need; and~~

20
21 ~~3. Master all individualized skill-specific goals as established by the diagnostic process in order to~~
22 ~~earn credit.~~

23 **GRADES⁴**

- 24 1. Students passing credit recovery shall receive a grade of seventy percent (70%).
25 2. Grades awarded in credit recovery courses shall adhere to the State Board of Education's
26 Uniform Grading Policy.⁵

Legal References

1. SBOE Policy 2.103(7)(b)
2. SBOE Policy 2.103(7)(c)
3. SBOE Policy 2.103(7)(e)
4. SBOE Policy 2.103(7)(e)
5. SBOE Policy 3.301

Cross References

- Grading System 4.600
Promotion and Retention 4.603

Cumberland County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: <h2 style="margin: 0;">Attendance of Non-Resident Students</h2>	Descriptor Code: 6.204	Issued Date: 05/25/17
		Rescinds: 6.204	Issued: 05/06/04

1 Students that are not residents of Cumberland County may attend Cumberland County Schools and
 2 receive education services under the conditions outlined below. In addition, requests for attendance will
 3 only be considered from counties with reciprocal agreements to accept Cumberland County students in
 4 their school systems.

- 5 1. Parents or guardians must submit requests for attendance in writing for approvable by the
 6 Board of Education upon the recommendation of the director of schools.¹ Both the “Out of
 7 County Resident Application to Attend Cumberland County Schools” and the “Request for
 8 Out of Zone School” forms must be completed and initially submitted to the Cumberland
 9 County requested school. Guardians must provide court-approved documentation
 10 identifying them with their responsibility for the education and care of the child.

- 11 2. Requests to attend Cumberland County Schools will be approved or denied based on
 12 available space of the requested school, the student’s attendance record, and the student’s
 13 discipline history.

- 14 3. Parents/Guardians must pay a tuition fee, for each child, established annually by the Board.
 15 Tuition may not exceed per student, expenditure realized in the preceding school year
 16 minus any funds received from the state or from the student's resident system.²

- 17 4. Non-resident students must make application at least two weeks prior to the first day of
 18 school.³ Request for transfers at other times will be approved only by joint agreement
 19 between respective Boards and when the transfer is in the best interest of the student.
 20 Application forms will be provided to the parent/guardian by the Cumberland County
 21 director of schools.

- 22 5. When accepted at a specific school, future enrollment will be reviewed, by the principal and
 23 director of schools, on an annual basis to approve or deny continued enrollment.
 24 Parents/Guardians will be required to reapply on an annual basis, and subsequent year
 25 attendance may be terminated when it adversely impacts the school population or class
 26 structure.

- 27 6. Students who become residents of Cumberland County will be refunded any unused portion
 28 of the tuition on a pro-rata basis.

- 29 7. When payment is not made on all or any part of the required tuition for a previous year, the

1 student(s) shall be excluded from future attendance until all prior and current tuition is
2 paid.

3 Students requiring services that are in addition to the regular education program at the time of
4 application for attendance or when such services are required following application may attend or
5 continue attendance only under the following additional conditions:

6 a. The Board of Education for the resident system must agree to assume the cost of any current
7 or future additional services for the applicant student while attending Cumberland County
8 schools.

9 b. Parent/Guardian is responsible for obtaining this agreement from the resident system.
10 Agreement will be a part of the initial attendance application.

11 c. Without this agreement, attendance in Cumberland County Schools will not be approved
12 nor continued.

13 This policy does not circumvent nor replace the attendance regulations regarding non-resident
14 students with disciplinary, drug, or weapons offenses in other school systems.

Legal References

1. TCA 49-6-3104;
TRR/MS 0520-01-03-.03(11)(f)—(i)
2. TCA 49-6-3003; TCA 49-6-403(f)
3. TCA 49-6-3105

Cumberland County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Community Use of School Facilities	Descriptor Code: 3.206	Issued Date: 05/25/17
		Rescinds: 3.206	Issued: 06/25/09

1 Public school buildings and other facilities of the Cumberland County Board of Education have been
2 constructed for the purpose of housing the educational program of the school system. The Board realizes
3 that these facilities are public property and encourages their use for activities, which will enhance the
4 cultural, educational, and recreational opportunities in the community. The Board of Education may vote
5 to approve use of facilities for other purposes.^{1,2} When school facilities are used for such purposes, their
6 use should not interfere or conflict with the regular educational program of the school system. School
7 facilities will only be made available to residents of Cumberland County or organizations with their
8 principal place of business in Cumberland County who otherwise qualify for use of a school facility
9 under the terms of this policy.

10 In no instance is it the purpose of the Board to realize a profit in renting a school facility; however, the
11 Board, in opening school buildings for use as defined above, does incur certain expenses. The Board
12 reserves the right to bill any facility user basic operational costs and extra services beyond those costs.
13 Therefore, a rental fee for use of various school facilities subject to the provisions in this policy, and/or
14 other rules and regulations (e.g. a written contract) may be required. The Board will approve annually
15 and periodically review a fee schedule for the use of school facilities.

16 Approval for use of school buildings and property by non-school groups or individuals will not be
17 withheld based upon the content of the message or viewpoint of the applicant; but the school system may
18 reject applications if it is reasonably foreseeable based upon specific, articulable facts that the event will
19 include or promote unlawful activity, including but not limited to violence or threats of violence,
20 property damage, or obscenity. The school system also reserves the right to reject applications if it is
21 reasonably foreseeable based upon specific, articulable facts that the event will interfere with other
22 school-related activities, such as by excessive noisemaking or overcrowding.

23 1. Cumberland County Schools

- 24 a. The use of facilities by Cumberland County Schools shall take priority over all others
25 and *may* be allowed without rental fees. The organizations include but are not limited
26 to:
- 27 i. Student Organizations
 - 28 ii. PTO's
 - 29 iii. School Booster Clubs
 - 30 iv. Non-profit cultural programs (e.g., Boy Scouts, Girl Scouts, etc.)
 - 31 v. Tutoring by Cumberland County School employees
 - 32 vi. For-profit / non-profit businesses, as requested by school principals, that
33 enhance the education or recreation of the students or staff when invited by the
34 school to perform an activity

- 1 2. Other Governmental Agencies
 2 a. Use of facilities *may* be granted to governmental agencies without rental fees such as:
 3 i. Cumberland County Parks & Recreation Department
 4 ii. Other Cumberland County Governmental Agencies
 5 iii. Local City / Community Governmental Agencies
 6 iv. State and Federal Agencies
- 7 3. Public, Cultural, Community Oriented Organizations
 8 a. Use of facilities may be granted for purposes, which shall include but are not limited to
 9 the following, subject to facility use fees:
 10 i. Community non-profit programs
 11 ii. Colleges, Universities, Community Colleges, and area vocational-technical
 12 schools.
 13 iii. Non-partisan political forums
 14 iv. Non-profit extended day care programs as approved by the Board
 15 v. Non-profit theater, dance, and/or musical productions
 16 vi. Community non-profit charitable fund raising programs sponsored by service
 17 organizations
- 18 4. Personal / Private Business / For Profit Entities
 19 a. No building shall be available for personal, private or for-profit use, except as permitted
 20 above.³
- 21 5. Lease of Facilities
 22 a. The Board leases buildings and property or the portions of buildings and property it
 23 determines are not being used or are not needed at present by Cumberland County
 24 Schools. Beginning with any new lease or lease renewal after July 1, 2017.
 25 b. Cumberland County Schools may terminate a lease at any time by giving written notice
 26 to the Lessee at least 90 days prior to the date when such termination becomes effective.
 27 c. The Board shall approve and review fee schedules annually.
 28 d. Beginning with any new lease or lease renewal after July 1, 2017, an organization or
 29 entity may request to lease a Cumberland County Schools facility for up to ninety-days
 30 with no more than four (4) renewals, unless otherwise approved by the Board.
- 31 6. All uses and/or leases of facilities shall be subject to this and all other Board policies.

 Legal References

1. TCA 49-50-201
2. TCA 49-2-203(b)(4); TCA 49-2-405
3. TCA 49-2-203(b)(4)(B); *Lamb's Chapel v Center Moriches Union Free School District*, 113 S. Ct. 2141 (1993)

 Cross References

- Tobacco-Free Schools 1.803
 Care of School Property 6.311

Cumberland County Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Expenses and Reimbursements	Descriptor Code: 2.804	Issued Date: 03/30/17
		Rescinds: 2.804	Issued: 03/24/11

1 *Central Office*

2 Annually the Board shall review expense allowances and reimbursement guidelines.

3 **SCHOOL PERSONNEL**

4 School personnel who incur expenses in carrying out their authorized duties will be reimbursed upon
5 submission of an approved voucher and supporting receipts. Requests for reimbursement must be sub-
6 mitted to the director of schools' office within thirty (30) days of accrual of such expenses.

7 Expenses for travel will be reimbursed when the travel has the advance authorization of the director
8 of schools. The director of schools may grant this authorization without prior Board action when the
9 travel expense has been anticipated and incorporated into the operational budget of the particular
10 program involved. Expenses must be submitted to the director of schools' office within thirty (30)
11 days of the date of completion of such travel for reimbursement.

12 The Board shall be responsible for all expenses pertaining to staff development. Student activity funds
13 shall not be used for this purpose.¹

14 **DIRECTOR OF SCHOOLS**

15 The director of schools shall be paid for transportation, lodging, meals and other pertinent expenses when
16 traveling on official school business upon submission of an approved voucher and supporting receipts.
17 Attendance at conventions, educational meetings and/or travel for out of county school purposes shall
18 be authorized in advance in writing by the Chairman of the Board. Expenses must be submitted within
19 thirty (30) days in writing to the Cumberland County School Chief Financial Officer.

20 **BOARD MEMBERS**

21 The members of the board shall be paid for transportation, lodging, meals and other pertinent expenses
22 when traveling on business for the Board. Salary and other benefits shall be determined by the local
23 funding body.² Attendance at conventions, educational meetings and/or travel for other school purposes
24 shall be authorized in advance by the Board.³ Expenses shall be submitted to the director of schools'
25 office within thirty (30) days of the date of completion of such travel. The rate of payment shall be the
26 same as the rate for members of the professional staff.

27 The rate of reimbursement for these expenses will be established by the Cumberland County Board
28 of Education. These rates will be reviewed as needed.

Legal References

1. *Tennessee Internal School Uniform Accounting Policy Manual*, Section 5-18
2. TCA 49-2-202 (d)
3. TCA 49-2-2001(c)