

Policy Committee Meeting
May 24, 2022 3:00 PM
Central Services Board Room

1. Call to Order - Mr. Tony Brock
2. Moment of Silence / Pledge of Allegiance - Mr. Tony Brock
3. Approval of Committee Minutes
4. Policy 2.702 Inventories
5. Policy 2.804 Expenses and Reimbursements
6. Policy 3.206 Community Use of School Facilities
7. Policy 5.204 Retirement Incentive: Retiree Health Insurance
8. Policy 6.204 Attendance of Non-Resident Students
9. Policy 6.4031 Pediculosis (Head Lice)
10. Other Discussion
11. Adjournment

Policy Committee Meeting
April 8, 2022
Central Services Board Room

The Policy Committee met on Friday, April 8, 2022, in the Central Services Board Room where Mr. Tony Brock called the meeting to order at the approximate hour of 4:10 p.m. He welcomed everyone to the meeting and appreciated everyone for attending.

PRESENT:

Dr. Ina Maxwell, DOS	Dr. Scott Maddox, CTE/HS Supervisor
Mr. Tony Brock, Chairman of Policy, District 5	Mr. Chris King, District 6
Mr. Jim Inman, District 1	Ms. Rebecca Hamby, District 7
Ms. Kacee Harris, CFO	Ms. Anita Hale, District 4
Ms. Kim Bray, HR Director	Heather Mullinax, Media

Absent: None

1. **Call to Order** – Mr. Tony Brock
2. **Moment of Silence/Pledge of Allegiance** – Mr. Tony Brock
3. **Approval of Minutes** – Ms. Rebecca Hamby

VOICE VOTE: Hamby moved to approve.
King (seconder-yes)

MOTION: Carried unanimously

4. Policy 1.102 Board Members Legal Status

Mr. Brock introduced the policy.

King: Move to approve as presented.

Hamby: Second.

Brock: Is that change making sure that the change of residence from the district is a portion of the policy?

Hamby: No, that's with leaving it out.

Brock: Ok, then I have discussion.

Hamby: Yes, cause we tabled this last time cause you wanted to look at it further as to why they were removing that.

Brock: And here is what we were able to find out. That is nothing but an opinion from TSBA, not a part of law. I would encourage this committee of what kind of issue you might face, this school board in Cumberland County might face if we drop the residence as a requirement to represent a district. That means that, not to pick any part of the county over another, that means that somebody from Grassy Cove could run for office, for school board position in any other district in the county. Mayland for instance.

Hamby: To my understanding and what I came up with from reaching out, was that does not mean that they can run in any district. They have to run for the office in the district for which they live. But, if they were to have to move out of district during their term, they would not have to give up their position until the next election.

Brock: And we're feeling that...

Hamby: I don't have a problem with that, because there are different reasons. If your house burns or

whatever and you're displaced, I don't believe that you should have to give up your position because of something that you had to move out of your district. To me, I see it both ways. I see that it could be an issue. But I also see that we are a board of 9 members, and we represent the entire county and not just our district. That's where I stand on that. If they ran again, they would have to run in their new district. They would not be able to run for their same district unless they moved back in, from what I understand.

Brock: Accepting that, my position is, if I'm going to represent my neighbor, I should be a neighbor. But, we do have a motion and we do have a second, any further discussion?

Inman: May I say something?

Brock: Yes.

Inman: I agree with Mr. Brock in the fact that and I understand the scenario of what you're talking about. If a house burnt or something like that. An extreme situation. If someone voluntarily moves from one district to another, I don't think they should be able to stay on board. If that happens, then you've got 2 people representing the same district. And the district that they moved out of would basically not have a representative.

Hamby: Ok, I have a question. Could it be reworded to "change of residence due to catastrophic circumstances?"

Brock: You and I would have no problem with that but then you get into a legal definition of what constitutes catastrophic.

Hamby: Ok. I understand where y'all are coming from. I do. And Ms. Anita would not have been able to be on the board at the time that she was appointed if that had not been the change. And I understand that. I don't know, I'm kind of still, because I can see it from both sides. If something happened to my house today and I had to move out of my district for a short amount of time, I'd have to give up my seat.

Brock: I don't think a temporary change of residence would run in to any problem with this. I had a house destroyed by a tornado and I was displaced for a period of time while rebuilding. So, I understand.

Hamby: It's like what do you do?

Brock: Again, this committee can unanimously pass this forward or not. We only need 2 votes in order to allow the full board to discuss it.

King: So if you put the word "voluntary" change of residence, would that matter.

Brock: I like it.

Hamby: I do too.

King: So, if we add on line 15, after the word resignation, voluntary change of residence, will that satisfy what we're trying to do.

Brock: It would in my world.

Hamby: Yes, if you voluntarily change your residence then you have to give up your seat.

Inman: I think that would cover it.

Brock: Would you consider amended your motion?

Hamby: I will amend my motion and make it to add the word voluntary change of residence, then you would give up your seat.

King: It's the volunteer state, so.

Hamby: That is my motion.

Brock: Ok, so we had a motion to change the wording to voluntary change of residence. Mr. King

King: Yes.

Brock: Got a second and we'll make that unanimous. So, we will pass that along to the full board for their consideration. Becky, I think it does take care of something that would happen to someone to displace them for a period of time. I think that covers heart strings and what's right.

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

MOTION: **Carried unanimously**

5. Policy 2.8041 Travel

Mr. Brock introduced the policy.

Hamby: I make a motion we approve as rewritten.

Brock: This is a direct response to changing times and costs. Any of you who have...

King: I would second with the following changes.

Brock: Yes sir.

King: Is there a reason why it's a fraction of a cent? 58.5 instead of .59 or .58?

Brock: I think that came straight from the...

Bray: IRS.

Brock: Thank you.

Inman: So, we could make it more and have it .59?

Harris: Makes my life easier.

Hamby: I will amend my motion.

Brock: Are you sure we have another half cent? That's a roll of paper towels by the end of the year.

Hamby: I will amend my motion and make a motion that we approve at .59 cents per mile and all the other changes as they are written.

Brock: And I think that's the only time that one appears.

King: I have a couple of other things while we're discussing.

Hamby: Oh, ok.

King: At one time we had per diem in here and I don't think people understood per diem, which is per day, translated. We do have the words in here now on line 7 on overnight stay. \$54.00 per day, which is the same addition of the individual meals for breakfast, lunch and dinner, which is on line 9. That all fits. The question I had was for overnight stay. Is that necessary or important?

Hamby: Don't we get reimbursed, like if we have a day trip to Knoxville or Nashville, which we've done before, sometimes they supply our lunch and sometimes we do not. But if we purchase our lunch we still get reimbursed for that so we actually don't need that overnight stay in there.

Harris: I think the intent with that is, to get the maximum, to get all 3 meals paid, you would need to have an overnight stay. If I've got a meeting in Cookeville, I shouldn't stop at McDonald's on my way and then go to my lunch meeting and then come back.

King: I've I got a meeting in Nashville at 8 o'clock and I stay till 8 o'clock that night instead of staying overnight and coming home, I wouldn't qualify.

Harris: Well, that's a good question.

King: I've had that happen before.

Harris: I think...

Hamby: We need a little rewording because something about that...

Maxwell: I think if you remove overnight stay...

Brock: Remove overnight stay and just say per day.

Hamby: Because it gives you your mealtimes.

Harris: What if we change on line 6, shall to may? Cause that removes anyone thinking automatically that they get the \$54.00 per day. Which I think in the past years and years ago, I think maybe that was a misunderstanding. Would that work?

Brock: And still drop the for overnight stay portion?

Harris: And still drop the for overnight stay. Would that work?

King: Just a side question to that. How does this differ from other county employees? Do we know?

Harris: I don't know.

King: Then I had another question on line 10 and 11. The times are normally 5-8 or 11-2 or 6-9. If I eat at 5:30 in the afternoon for supper, I'm out of luck.

Brock: I thought about that. Is it really necessary to have the times?

Harris: We need some kind of definition because the amounts are different.

King: I think the word normal takes care of most of that. It's just I thought we could widen those a little to 5-9 of the morning, 10-2 in the afternoon and 5-9 in the evening. So that's changes for line 10. Instead

of 8 a.m., it's 9 a.m., for 11 a.m. it's 10 a.m. and on line 11 it's 5 p.m. to 9 p.m.

Hamby: I like that, yes. Were there any other changes you needed on there?

King: Just those.

Hamby: Ok, I'm going to amend my motion to include the .59 cents per mile, changing the word shall on line 6 to may, removing the for overnight stay on line 7, changing the times on line 10 to 5-9 a.m. for breakfast, 10 a.m. to 2 p.m. for lunch and then on line 11 changing the dinner meal from 5-9.

King: Second.

Brock: And we'll make that unanimous, thank you. Diane, is all that clear? Excellent.

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

MOTION: **Carried unanimously**

6. Policy 5.204 Retirement Incentives: Retiree Health Insurance.

Brock introduced the policy.

Brock: I will tell you we've got a suggested change in order to help some workers who have spent at least 20 years in service. I would like to suggest one change added to this. I think it should say for eligible non-certified employees retiring with credible TCRS service. With at least 20 credible years continually in the Cumberland County School District. Ma'am?

Bray: We have a suggestion; Kacee and I have...

Harris: There's a little confusion. We have a proposed change. Really, the intent, the majority of our employees, the previous service with Cumberland County is not going to affect, so, we've made a little change with an asterisk in there so the regular wording reads a little bit more straight forward. Then, for those hand full of folks that might affect in the future that were county employees before, they get the asterisk. We thought that made it clearer.

Hamby: And this kind of covers what you just said too.

Brock: Yes. I don't like asterisks. I don't. That's like referring to a foot note. Can we not word that in a way "for eligible non-certified employees retiring with 30 or more years of credible TCRS service with at least 20 credible years continually in Cumberland County".

Bray: So, we're ok with them having TCRS service in another county?

Brock: That the weakness, or at least the point of contention in my situation.

Bray: That was my thought. Because you could have TCRS service, but it wouldn't be with Cumberland County. I though the intent was just to let them combine their service inside of Cumberland County.

Brock: But we do it for teachers, do we not?

Hamby: Their time carries...

Brock: My point it not to make a difference. Teacher or non-certified.

King: But, if a teacher comes to us from some other county, they have to get 20 credible in Cumberland County.

Brock: And we'll continue with that. With 20 credible years, we'll leave that, to my suggestion, we'll leave with at least 20 credible years continually in Cumberland County school district.

Bray: So, they can come from any county?

Brock: That is my...

Bray: I thought we were just working...

Brock: Point of discussion.

King: Looking at line 6 or 7 on page 2.

Hamby: You're saying, if they come to us with TCRS service from another county, if they come to us, that still counts?

Brock: With 20 years in Cumberland County.

Hamby: With 20 years in Cumberland County, I was just making sure I understood what you were saying. I have no problem with that.

Brock: Well, the reason I didn't make it in the form of a motion, I did want to discuss it. Maybe I'm out of order here and I should have made that motion so we could discuss it. My point is somebody might have driven a bus in Rhea County, or any number of highly sought after non-certified, I hate that term by the way, and classified doesn't tell me anything, so I don't like that one either. Since we're all...Dr. Maxwell?

Maxwell: Well, the purpose was to bring equity to all our employees, which you all have striven to do as a board, that was the rewording of line 6 & 7 for the non-certified. To allow them the same benefit that certified has.

Hamby: Ok, on the wording; for eligible non-certified employees retiring with 30 or more years, credible TCRS service with at least 20 credible...

Brock: How about with 30 or more years credible TCRS service? Just add the words credible TCRS service.

Harris: Could we add, in front of, with at least the last 20. The end of line 6. With at least the last 20 years...

Brock: With at least the last 20 years, yes, yes, excellent, yes. If we recruit a highly valuable non-certified worker from another county that we want...

King: So, we could use the same language as line 4 & 5 on page 1 on line 6 & 7 on page 2 with the change of the word certified/non-certified. That makes it the same.

Hamby: Well, except this one doesn't say with the last 20 credible years, so actually, we'd probably need to change 4 to say the same thing.

King: For consistency, they should read the same.

Hamby/Maxwell: Yes.

Brock: Agreed, good catch.

Maddox: Can I bring something up?

Brock: Sure.

Maddox: I was going to address something but was going to wait to other discussion, but since you've talked about this, I just wanted to bring something up about line 18 & 19 and tell you a situation that we have. I have been asked to bring this to the board, to the committee's attention. We've got teachers in our system, like the gentlemen behind me right here, that have put a lot of time into our system. Because of the word continually, when you work 13 years or 7 years and you take a couple years off; I'll give you 3 scenarios. Coach Buck had worked I believe 7 years, I take that back, he worked 13 years, took a couple of years off and then came back and has worked 7 years for a total of 20 total years, but he has to be re-set, so he's punished for that. It's not continually, so he'll never get that benefit. We have an administrator who took time off because she had a second baby. So, all the time leading up to that second baby, she didn't take maternity leave, she took a couple of years off to raise her baby, but then she came back to work and then all that was gone. She won't receive that benefit if she retires from this system unless she works 20 continuous years. So, if someone works 12 years, takes a year off, then comes back, all that's wiped out.

Brock: Can we just say the last 20 credible years?

King: And take the word continually out?

Brock: Take the word continually out. That takes care of that.

Maddox: Yeah, but would that still be 20 continual years?

Hamby: No.

Brock: 20 credible years.

Maddox: 20 credible years.

King: Take the word continually out.

Maddox: That would work.

Hamby: I was trying to figure that out too, because I had TCRS when I worked for the state.

Maddox: I have to say this, they have to retire from their system. I know one situation where an employee left and they had over 20 years here but left and went to another system, but they were wanting to come back and reap that reward from our system, but they've got to retire from our system.

Brock: What is the rule on that guys? You'll have to help me. We surely have had a teacher who has taught 25 years somewhere and then they came here and spent the last 5 years and then they retired. Do we...

Bray: No.

Brock: Because they don't have the 20 credible years.

Bray: That's where the 20 credible years would come in.

King: 20 credible years in Cumberland County.

Brock: I think if we go with that "at least"...

Harris: Would total instead of continual, is that...

Hamby: That's what I would change it to. Total instead of continual.

Brock: We need to get the continual out, that will take care of a lot...and guys it will help with recruitment at some point. Be it a coach, or a cook.

Maxwell: And that would be, when they receive this, they would be retiring from Cumberland County Schools? Just for verification.

Inman: Yes, if they are going to have 20 credible years, then they are going to have to be here from Cumberland County.

Maxwell: But, what if someone had 20 years here and then went somewhere the last 10 and decided to retire from Kalamazoo TN?

Hamby: Well, they can still draw their TCRS and we would not be us.

Brock: It's health insurance. There's a weakness here and that's it.

Harris: And we might want to think about too, if I had 20 in, total 20, it would be a great retirement community to come back and teach a year and then retire. It just opens us up for greater expense, so I don't know if we want to write something in to protect.

Brock: Could that be a factor of HR looking into such a situation and a person not getting a recommendation?

Hamby: Can I ask a question, Jimmy go ahead.

Inman: Well, my question is, the teachers that are starting now do not get that benefit. They don't get the insurance pay until they're 65. If somebody moves away and then they come back, they'd be starting all over again, that should make them ineligible for the insurance.

Bray: Even though they have years of service here?

Inman: Yeah, because they are starting over again. That's just the way I feel about it. We've got to take care of our people like coach Buck and others that have been here, taken a couple of years off then come back. We don't need to punish them for, especially someone taking off for maternity leave or to raise a kid.

Hamby: Tony, I have a question. Because we are needing more clarification of this and we're needing to...

Brock: The clock is ticking.

Hamby: Yes. Could we table this, let's get some more clarification on this and what it would entail and maybe Ms. Bray can work on that also.

Brock: Kacee, and Ms. Bray, if you all could get your heads together. We have seen the good intent but we've also seen the dangers and the possibility of abuse by being too open, or too generous with our wording.

Harris: It gives us a direction. We can play with that.

Brock: We have a motion to table, I'll second that. Mr. King? It is unanimous. We'll table that for study and pick that up at the next meeting. Thank you all so much. I think everyone's heart and intent is in the right place and we will make this happen. I'm sure that those who deserve help will get it.

Hamby: I can tell you that the other county offices do not offer insurance for their retired.

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

MOTION: Carried unanimously.

7. Policy 6.206 Transfers Within the System

Mr. Brock introduced the policy.

Brock: This is something that we hammered out and we had an excellent policy but at the last minute there was one silly thing.

Maxwell: So, line 4, once we dug into it, we would like to ask that the words at least be included. It was in the public law, but when TSBA sent the policy, it did not include those 2 words. That's what we would ask.

Hamby: I make a motion that we add those 2 words.

King: Second.

Brock: We have a motion and a second and we'll make that unanimous. Would the committee agree to offer this to the board for first and second reading? The intent was to get that published and ready to rock and roll for the next school year.

King: Agreed.

Hamby: Yes.

Brock: Thank you. Any other discussion?

VOICE VOTE: Hamby (mover-yes)
King (seconder-yes)
All Ayes
MOTION: Carried unanimously.

8. Adjournment

Hamby: I make a motion that we adjourn.

Brock: Thank you Ms. Hamby.

King: Second.

Brock: And we have a second, thank y'all so much. I appreciate everyone's insight and help.

VOICE VOTE: Hamby (mover-yes)
King (seconder-yes)
All Ayes
MOTION: Carried unanimously.

The meeting was adjourned at approximately 4:40 p.m.

Dr. Ina Maxwell
Director of Schools

Mr. Tony Brock
Chairman of the Policy Committee

Diane McCartney
Executive Assistant for the Director of Schools and BOE

Cumberland County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Inventories	Descriptor Code: 2.702	Issued Date: 02/22/18
		Rescinds: 2.702	Issued: 03/12/08

Equipment is defined as all items (machinery, implements, tools, furniture, livestock, vehicles, and other apparatus) with a unit cost of \$500.00 or more and a minimum useful life expectancy of three years. Freight charges and installation costs shall be included in the cost*

Sensitive minor equipment is defined as "items purchased with a cost between \$100.00 and \$5000.00". It includes sensitive items such as computers, external computer peripherals, weapons, etc.

General

The director of schools shall establish an accurate inventory procedure for all school real and personal (e.g., material and equipment) property, and this system shall be implemented at board facility. Additionally, this inventory system will also include a separate record of all "employee owned" personal property located at each facility. This private property record will be an addendum to the board property inventory. Administrative personnel shall ensure that a physical count of property is taken, and this inventory shall be properly entered on the appropriate records for accounting purposes.¹

Each facility supervisor shall maintain a complete inventory with a duplicate maintained in the central office.

For an accurate account of the procedures, refer to the Cumberland County School District Inventory Procedures most current update.

EQUIPMENT PROCURED WITH FEDERAL DOLLARS

The director shall establish procedures for administrators to follow, which meet all federal accountability guidelines, including guidelines for the purchasing, inventorying, security, and disposition of all equipment purchased with federal funds.²

Legal References

1. *Tennessee Internal School Uniform Accounting Policy Manual*, Section 4-23, Section 4-25
2. 2 CFR § 200.311-.315

Cross References

Surplus Property Sales 2.403
Security 3.205
Equipment & Supplies Management 3.300

* As defined by Tennessee Department of General Services

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

Central Office

Annually the Board shall review expense allowances and reimbursement guidelines.

SCHOOL PERSONNEL

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

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

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

DIRECTOR OF SCHOOLS

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

BOARD MEMBERS

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

The rate of reimbursement for these expenses will be established by the Cumberland County Board 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)

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

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

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

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

1. Cumberland County Schools

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

2. Other Governmental Agencies

- a. Use of facilities *may* be granted to governmental agencies without rental fees such as:
 - i. Cumberland County Parks & Recreation Department
 - ii. Other Cumberland County Governmental Agencies
 - iii. Local City / Community Governmental Agencies
 - iv. State and Federal Agencies

3. Public, Cultural, Community Oriented Organizations

- a. Use of facilities may be granted for purposes, which shall include but are not limited to the following, subject to facility use fees:
 - i. Community non-profit programs
 - ii. Colleges, Universities, Community Colleges, and area vocational-technical schools.
 - iii. Non-partisan political forums
 - iv. Non-profit extended day care programs as approved by the Board
 - v. Non-profit theater, dance, and/or musical productions
 - vi. Community non-profit charitable fund raising programs sponsored by service organizations

4. Personal / Private Business / For Profit Entities

- a. No building shall be available for personal, private or for-profit use, except as permitted above.³

~~5. Lease of Facilities~~

- ~~a. The Board leases buildings and property or the portions of buildings and property it determines are not being used or are not needed at present by Cumberland County Schools. Beginning with any new lease or lease renewal after July 1, 2017.~~
- ~~b. Cumberland County Schools may terminate a lease at any time by giving written notice to the Lessee at least 90 days prior to the date when such termination becomes effective.~~
- ~~c. The Board shall approve and review fee schedules annually.~~
- ~~d. Beginning with any new lease or lease renewal after July 1, 2017, an organization or entity may request to lease a Cumberland County Schools facility for up to ninety days with no more than four (4) renewals, unless otherwise approved by the Board.~~

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 September	Descriptor Term: Retirement Incentive: Retiree Health Insurance	Descriptor Code: 5.204	Issued Date: 05/24/18
		Rescinds:	Issued:

As outlined below, the board agrees to pay for retiree health insurance benefits for eligible retiring employees until the retired employee becomes eligible for **Medicare** benefits:¹

CERTIFIED STAFF

1. **For eligible certified employees retiring with 30 or more years of service with at least 20 creditable years continually in the Cumberland County School District:**

Retiree and Retiree plus child coverage

Contingent upon the State of Tennessee continuing to pay 45% of the scheduled health insurance premium for certified retired employees, the board agrees to pay the remaining balance of the premium for the retiree only and retiree plus children plans. The cost to the retiree is zero.

Retiree plus spouse and Retiree plus family coverage

Contingent upon the State of Tennessee continuing to pay 45% of the scheduled health insurance premium for certified retired employees, the board agrees to pay the dollar amount of the single subscriber premium toward the retiree plus spouse and retiree plus family plans by following the formula below.

$$\begin{aligned} & \text{(Annual Plan Premium – State Contribution of 45\%)} - \text{Single Subscriber annual plan premium} \\ & = \text{Cost to retiree} \end{aligned}$$

2. **For eligible certified employees retiring with 20-29 years of service, at least age 55 and at least 20 creditable years continually in the Cumberland County School District:**

Retiree, Retiree plus child, Retiree plus spouse, Retiree full family plans

Contingent upon the State of Tennessee continuing to pay 35% of the scheduled health insurance premium for certified retired employees, the board agrees to pay for 45% of the premium (capped at 90% of the Single subscriber rate) and the retiree paying the balance. This is illustrated by the formula below.

(Annual Plan Premium – State Contribution of 35%) –BOE Contribution of 45% (capped at 90% of the Single subscriber rate) = Cost to retiree

NON-CERTIFIED STAFF

~~For eligible retiring employees with 30 years of creditable TCRS service with Cumberland County Schools:~~

For eligible non-certified employees retiring with 30 or more years of service with at least 20 creditable years continually in the Cumberland County School District:

Contingent upon the State of Tennessee continuing to offer health insurance for retired non-certified employees, the board will pay 100% of the single subscriber premium.

The Director of Schools shall develop procedures for implementing the program and the application process.

1. TCA 8-27-305

Cumberland County Board of Education

Monitoring:

Review: Annually, in
April

Descriptor Term:

Attendance of Non-Resident Students

Descriptor Code:

6.204

Issued Date:

05/25/17

Rescinds:

6.204

Issued:

05/06/04

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

1. Parents or guardians must submit requests for attendance in writing for approval by the Board of Education upon the recommendation of the director of schools.¹ Both the “Out of County Resident Application to Attend Cumberland County Schools” and the “Request for Out of Zone School” forms must be completed and initially submitted to the Cumberland County requested school. Guardians must provide court-approved documentation identifying them with their responsibility for the education and care of the child.
2. Requests to attend Cumberland County Schools will be approved or denied based on available space of the requested school, the student’s attendance record, and the student’s discipline history.
3. Parents/Guardians must pay a tuition fee, for each child, established annually by the Board. Tuition may not exceed per student, expenditure realized in the preceding school year minus any funds received from the state or from the student's resident system.²
4. Non-resident students must make application at least two weeks prior to the first day of school.³ Request for transfers at other times will be approved only by joint agreement between respective Boards and when the transfer is in the best interest of the student. Application forms will be provided to the parent/guardian by the Cumberland County director of schools.
5. When accepted at a specific school, future enrollment will be reviewed, by the principal and director of schools, on an annual basis to approve or deny continued enrollment. Parents/Guardians will be required to reapply on an annual basis, and subsequent year attendance may be terminated when it adversely impacts the school population or class structure.
6. Students who become residents of Cumberland County will be refunded any unused portion of the tuition on a pro-rata basis.
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 May	Descriptor Term: Pediculosis (Head Lice)	Descriptor Code: 6.4031	Issued Date: 04/26/18
		Rescinds: 6.4031	Issued: 06/25/15

No student ~~will~~ **shall** be denied an education solely because of a lice infestation ~~by reason of pediculosis (head lice)~~, and his/her educational program shall be restricted only to the extent necessary to minimize the risk of transmitting the infestation ~~and protect the privacy of the student~~. ~~While the Board is aware that head lice are medically benign, the Board also understands that head lice are socially unacceptable, causing perennial problems for families, schools, school boards and health departments and can seriously jeopardize the effectiveness of instructional programs.~~

It shall be the responsibility of the principal or school nurse to notify the parents(s)/guardian(s) in the event a student has head lice. A letter shall be sent home with the student to explain the condition, requirements for readmission, and deadlines for satisfactory completion of the treatment.

Prior to readmission, satisfactory evidence must be submitted to school personnel that the student has been treated for head lice. This evidence may include but not be limited to:

Therefore, the following Policy shall be in effect:

(1). ~~Any student who has lice, nymphs or nits shall be immediately removed from the classroom and isolated. School personnel will contact parent/guardian and request that the student is treated before returning to school.~~ **Proof of treatment with a pediculicide product (e.g. head lice shampoo) or**

(2). ~~Parents or guardians of students who have been identified with lice, nymphs or nits will be given the specified "Treatment and Prevention of Head Lice" information sheet regarding treatment of the child, other family members, and the home environment.~~ **Satisfactory examination by a school health official.**

3. ~~Students who return to school after treatment of an infestation shall be (accompanied by parent/guardian when possible), checked by the school nurse for the absence of all lice, nymphs or nits. Prior to readmission, satisfactory evidence must be submitted to school personnel that the student has been treated for pediculosis (head lice). This evidence may include but not be limited to:~~

- a. ~~Proof of treatment with a pediculicide product (head lice shampoo) or~~
- b. ~~Satisfactory examination by a school health official.~~

4. ~~The administration shall take steps to identify appropriate procedures for the control of lice outbreaks including records, personnel training, treatment of students, procedures for handling student clothing and other personal items and appropriate custodial procedures.~~

5. ~~Principals are authorized to provide up to three (3) non-consecutive excused absences and one excused tardy/early dismissal as related to treatment for the current academic year for students who have lice infestations. In case of chronic or recurring lice infestations in a child or family, the principal should refer the family to an appropriate agency which may include one or more of the following: Department of Children Services/Juvenile Court/Family Resource.~~

Treatment and prevention procedures shall be developed by the Director of Schools/Designee in consultation with the school nurse and distributed to all classroom teachers. These procedures shall also be

- 36 distributed to the parent/guardian of any student that has head lice.
- 37 Any subsequent incidents of head lice for a student during the school year shall require submission of satisfactory
38 evidence of treatment for head lice and be found free of lice by a school health official.
- 39 A student shall be expected to have met all requirements for treatment and return to school no later than two (2) days
40 following exclusion for head lice. All days in excess of the allowable period shall be marked as unexcused absences
41 and referred to the attendance supervisor at the proper time.