

Policy Committee Meeting
November 28, 2022 4:30 PM
Central Services Board Room

1. Call to Order - Ms. Rebecca Hamby
2. Moment of Silence / Pledge of Allegiance - Ms. Rebecca Hamby
3. Approval of Committee Minutes
4. Policy 6.310 Dress Code Policy
5. Other Discussion
6. Adjournment

Policy Committee Meeting

November 9, 2022

Central Services Board Room

The Policy Committee met on Wednesday, November 9, 2022, in the Central Services Board Room where Ms. Rebecca Hamby called the meeting to order at the approximate hour of 4:32 p.m. She welcomed everyone to the meeting and appreciated everyone for attending.

PRESENT:

Mr. William Stepp, DOS

Elizabeth Stull, District 1

Sheri Nichols, District 3

Anita Hale, District 4

Ms. Kim Bray, HR Director

Shannon Stout, District 9

Ms. Rebecca Hamby, District 7

Earl Patton, Board Atty

Mo Charnot, Media

Absent: Teresa Boston, Board Chair

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

VOICE VOTE: Stull moved to approve.
Stout (seconder-yes)

MOTION: Carried unanimously

Ms. Hamby pointed out that there were several policies on the meeting, and many were for review only. She intended to try to get the review only policies voted on all together, but Stout had questions about several. Hamby then decided to go one by one.

4. Policy 2.802 Payroll Procedures

Hamby introduced the policy and explained the small, recommended change. Committee agreed with changes. Stull with motion to approve. Stout with the second.

VOICE VOTE: Stull (mover-yes)
Stout (seconder-yes)
All Ayes

MOTION: Carried unanimously

5. Policy 3.100 Business Management Goals

Hamby introduced the policy. She told the committee that this was a no change, review policy. Stout with motion to accept. Stull with second.

VOICE VOTE: Stout (mover-yes)
Stull (seconder-yes)
All Ayes

MOTION: Carried unanimously

6. Policy 3.2011 Protection Against Injury

Hamby introduced the policy. She informed everyone that this was a small change to add the word Human Resources and striking a line on page 2, line 16. Stout had a question under the eye protection portion. She asked why if the protection against injury was only under the eye protection heading. She also asked about pre-employment physicals and light duty program portion. She asked if the light duty restrictions are based on Dr.'s order. Stepp and Bray responded yes. She asked if that needed to be specified. Stepp said we can add it if we want. Bray said this is based on Dr. recommendation with Patton saying this is a worker's comp issue. Bray said it can be that, but also if someone is returning from surgery or something like that, it will be based upon the medical recommendation from that. Patton said the last 2 paragraphs under eye protection should be moved to the very last section. Page 2, line 6-12 move to the very bottom of the policy. For line 26 Hamby asked Patton to recommend wording on the restrictions. Patton said he though any effort to offer employee a light duty work would be based on a Dr.'s recommendation. So, he suggested adding "and medically necessary" after the words "when practical". Stout make motion to make recommended changes. Stull with second.

VOICE VOTE: Stout (mover-yes)
Stull (seconder-yes)
All Ayes

MOTION: Carried unanimously

7. Policy 3.2012 Violation of Safety Procedures.

Hamby introduced policy and said this was a no change, review policy but Stout had some questions on portions of the policy. She asked for the offense follow through, there was nothing indicating safety retraining. Stepp agreed to add something indicating such. It was agreed upon to add it after the 1st offense. Using the wording "and safety retraining from the safety coordinator." Nichols made motion to accept recommended changes. Stout with second.

VOICE VOTE: Nichols (mover-yes)
Stout (seconder-yes)
All Ayes

MOTION: Carried unanimously

8. Policy 3.203 Crisis Management

Hamby introduced the policy and informed everyone that the changes were only adding "of Schools" after the word Director. Stout asked if the emergency procedures were filed with the Director's office. Stepp said yes, with the Emergency Management Supervisor. Stout asked if the office assured consistency throughout the county since each school comes up with their own. Stepp said that was a work in progress. She asked if we needed to revisit this policy after more work was done and changes were made. Stepp said it's possible, he's currently looking into the procedures pertaining to this. Hamby said Stepp was enforcing the policy is followed. Stull made motion to approve. Stout with second.

VOICE VOTE: Stull (mover-yes)
Stout (seconder-yes)
All Ayes

MOTION: Carried unanimously

9. Policy 3.207 Energy Use and Conservation

Hamby told everyone these were minimal changes. Changing the words Engineering Dept and its Assistant Superintendent of Engineering to "Deputy Director and Maintenance Supervisor" Stout made motion with Stull with the second.

VOICE VOTE: Stout (mover-yes)
Stull (seconder-yes)
All Ayes

MOTION: Carried unanimously

10. Policy 3.208 Facilities Planning

Hamby said this was a no change, review policy. Stepp said there were some grammatical errors that would be corrected. Stout asked if we get this assessment in October then how does this work into the budget season. Stepp said it's a living document and we can come up with facilities planning throughout the year. Stout said she just didn't want the budget to pass and then afterwards become aware of issues that arise. Stout made the motion for approval. Nichols with the second.

VOICE VOTE: Stout (mover-yes)
Nichols (seconder-yes)
All Ayes

MOTION: Carried unanimously

11. Policy 3.210 Naming of Facilities

Hamby introduced this policy as a no change, review policy. Stull made a motion to approve. Nichols with the second.

VOICE VOTE: Stull (mover-yes)
Nichols (seconder-yes)
All Ayes

MOTION: Carried unanimously

12. Policy 3.211 New Project Planning

Hamby introduced this policy as a no change, review policy. Stout made a motion to approve. Nichols with the second.

VOICE VOTE: Stout (mover-yes)
Nichols (seconder-yes)
All Ayes

MOTION: Carried unanimously

13. Policy 3.212 District Water Testing

Hamby introduced this policy as a no change, review policy. Stull made a motion to approve. Nichols with the second.

VOICE VOTE: Stull (mover-yes)
Nichols (seconder-yes)
All Ayes

MOTION: Carried unanimously

14. Policy 3.218 Service Animals in District Facilities

Hamby introduced this policy as a no change, review policy. Stout asked about when the policy states the district cannot ask if the animal has been properly trained, can we not require that it's a certified service animal. Stepp said this was TSBA's language to match the law. Hamby says we will get documentation that they are service animals, but we cannot question if they are properly trained, only if they are certified. Hamby made the motion to approve. Stout with the second.

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

MOTION: Carried unanimously

15. Policy 3.219 Use of Unmanned Aircraft Systems and Model Aircraft in the Curriculum

Hamby introduced this policy. She told everyone that this change is from "Superintendent" to "Director of Schools" for more uniformity. Stepp said he would like to add on 4, 5, 7, in front of the words model aircraft the words UAS/Model Aircraft. Stout made a motion to approve with changes and Nichols with the second.

VOICE VOTE: Stout (mover-yes)
Nichols (seconder-yes)
All Ayes

MOTION: Carried unanimously

16. Policy 3.220 Access to Private Facilities

Hamby introduced this policy as a no change, review policy. Stout made a motion to approve. Stull with the second.

VOICE VOTE: Stout (mover-yes)
Stull (seconder-yes)
All Ayes

MOTION: Carried unanimously

17. Policy 3.300 Equipment and Supplies Management

Hamby introduced this policy and stated the only addition was adding /her to the policy. Stout moved to approve and Nichols with the second.

VOICE VOTE: Stout (mover-yes)
Nichols (seconder-yes)
All Ayes

MOTION: Carried unanimously

18. Policy 3.3001 Use of Cellular Phones

Hamby introduced this policy as a no change, review policy. Stout asked if the district was really tracking and charging people for board reimbursement for personal use since there were unlimited minute plans. Hamby made the motion to pull this one and review further and possibly discard this policy. Nichols seconded the motion.

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

MOTION: Carried unanimously

19. Policy 3.301 Equipment and Supplies-Leasing and Renting

Hamby introduced this policy as a no change, review policy. Stout made a motion to approve. Stull with the second.

VOICE VOTE: Stout (mover-yes)
Stull (seconder-yes)
All Ayes

MOTION: Carried unanimously

20. Policy 3.400 Student Transportation Management

Hamby introduced this policy as a no change, review policy. Stout made a motion to approve. Nichols with the second.

VOICE VOTE: Stout (mover-yes)
Nichols (seconder-yes)
All Ayes

MOTION: Carried unanimously

21. Policy 3.401 Bus Scheduling and Routing

Hamby introduced this policy as a no change, review policy. Stout made a motion to approve. Stull with the second.

VOICE VOTE: Stull (mover-yes)
Nichols (seconder-yes)
All Ayes

MOTION: Carried unanimously

22. Policy 3.402 Special Use of School Vehicles

Hamby introduced this policy noting that the change in wording is from Director of Transportation to Transportation Supervisor. Nichols made a motion to approve. Stull with second.

VOICE VOTE: Nichols (mover-yes)
Stull (seconder-yes)
All Ayes

MOTION: Carried unanimously

23. Policy 3.403 Traffic and Parking Controls

Hamby introduced this policy as a no change, review policy. Stout made a motion to approve. Stull with the second.

VOICE VOTE: Stout (mover-yes)
Stull (seconder-yes)
All Ayes

MOTION: Carried unanimously

24. Policy 3.405 Commercial Advertising on School Buses

Hamby introduced this policy as a no change, review policy. Nichols made a motion to approve. Stull with the second.

VOICE VOTE: Nichols (mover-yes)
Stull (seconder-yes)
All Ayes

MOTION: Carried unanimously

25. Policy 3.500 Food Service Management

Hamby introduced this policy recommending striking lines 6-9 on page 2. Stepp said this had been brought to his attention by some supervisors and children should not be limited and still should be able to receive a hot meal if that is what the student wants to eat. The current policy limits students with charges to cold type

meals/certain items. He states that even though the cafeteria workers are amazing and get the students what they want, he would like the policy to reflect that. Stout asked how they are tracked and collected. Stepp told her that each student has a number in the system, and they type their number in and that brings up the child's name and if they have money in their account. Hamby made a motion to approve. Stull with the second.

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

MOTION: Carried unanimously

26. Policy 3.600 Insurance Management

Hamby introduced this policy as a no change, review policy. Stull made a motion to approve. Nichols with the second.

VOICE VOTE: Stull (mover-yes)
Nichols (seconder-yes)
All Ayes

MOTION: Carried unanimously

27. Policy 3.602 Worker's Compensation

Hamby introduced this policy as a no change, review policy. Stout made a motion to approve. Stull with the second.

VOICE VOTE: Stout (mover-yes)
Stull (seconder-yes)
All Ayes

MOTION: Carried unanimously

28. Policy 4.209 Alternative Credit Options

Hamby introduced this policy. She stated that on page 2, line 3 we are striking "for up to two (2) courses per year, which the Local Education Agency must pay for". Stout moved to approve with changes. Stull with the second.

VOICE VOTE: Stout (mover-yes)
Stull (seconder-yes)
All Ayes

MOTION: Carried unanimously

29. Policy 4.502 Parent and Family Engagement

Hamby introduced this policy as a no change, review policy. Stull made a motion to approve. Nichols with

the second.

VOICE VOTE: Stull (mover-yes)
Nichols (seconder-yes)
All Ayes

MOTION: **Carried unanimously**

30. Policy 4.602 Class Ranking

Hamby introduced this policy, but after speaking with several school leaders, Stepp asked that this be tabled until further review. He said he would like to put a committee together and see what's best for the students. Hamby made the motion to table it. Nichols with the second. Stull asked if this included high school classes that were taken at the middle school level. Stepp said yes.

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

MOTION: **Carried unanimously**

31. Other Discussion.

Hamby asked for any other discussion. There was none.

32. Adjournment

Stout made a motion to adjourn. Nichols with a second.

VOICE VOTE: Stout (mover-yes)
Nichols (seconder-yes)
All Ayes

MOTION: **Carried unanimously**

The meeting was adjourned at approximately 5:07 p.m.

Mr. William Stepp
Director of Schools

Rebecca Hamby
Chairman of the Policy Committee

Diane McCartney
Executive Assistant for the Director of Schools and Board Secretary

Cumberland County Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Dress Code	Descriptor Code: 6.310	Issued Date: 04/23/20
		Rescinds: 6.310	Issued: 04/26/18

1 Students shall dress and be groomed in a clean, neat, appropriate and modest manner so as not to distract
2 or interfere with the educational process or cause a safety hazard.¹ Students are encouraged to adhere to
3 the provisions of this code during school hours (whether on or off campus) and while in attendance at
4 school-sponsored events.

5 Violations may result in the following consequences:

6 *First Violation:* The student will receive a written warning and the violation must be corrected.

7 *Second Violation:* Parent will be called, the violation must be corrected and a detention will be
8 assigned.

9 *Third Violation:* Student will be suspended until parent conference.

10 The principal's judgment shall prevail in all matters regarding the application of these rules.

11 All Students K-12

12 1. The following shall NOT be worn at school or school sponsored events during regular school
13 hours for ALL students.

- 14 a. Clothing or accessories that denote affiliation with any gang associated with criminal
15 activity or a safety hazard or security risk
- 16 b. Ill-fitting clothing such as saggy/baggy pants or oversized coats, sweaters, sweatshirts,
17 etc.
- 18 c. Pajama type clothing
- 19 d. Clothing with holes 5" above the knees (no skin showing)
- 20 e. Clothing/tattoos with suggestive or inappropriate slogans, vulgar captions, or
21 advertisements for tobacco, alcohol or drug products
- 22 f. Caps, hats or headscarves, for boys or girls, will not be worn inside buildings
- 23 g. Form-fitting or body-fitting clothes
- 24 h. Clothing with revealing necklines
- 25 i. Non-natural hair color, extreme hair style or make-up

26
27 2. The following rules shall be enforced for all students:

- 28 a. Any color or style of shoes, with the exception of "heely" or bedroom slipper type of
29 shoes, may be worn to school.
- 30 b. Shirts or tops with leggings shall be worn so that its length appropriately covers front
31 and behind.

- 1 Without leggings, shorts/skirts/dresses will be no higher than five (5) inches from the
 2 middle of the knee.
- 3 c. Slits in skirts/dresses will be no higher than five (5) inches from the middle of the knee
 4 d. Pant legs must not drag flagrantly on the floor.
 5 e. No tinted glasses/sunglasses are permitted unless prescribed by a doctor.
 6 f. No body piercing jewelry, except for earrings in the ear and for boys and girls.
 7 g. Large heavy jewelry chains, and any jewelry, that could be deemed dangerous, will not
 8 be permitted.
 9 h. Valuable clothing and jewelry are discouraged.
 10 i. Shirt and blouse length may not be so short that students raising their elbows to the
 11 height of his or her shoulder exposes midriff.
 12 j. Tops, blouses and shirts must fit and must cover at least 3” of the shoulder so as not to
 13 reveal the torso or undergarments.
 14 k. All trench/duster style coats that fall below the knee are prohibited.
 15 l. Bib overalls may be worn as long as galluses and side closures are fastened.

16 **Note:**

- 17 1. Special dress days may be designated by the principal to include but not limited to the
 18 following examples: field days, picture days, school spirit days, etc.
 19
 20 2. If a student cannot comply with the standardized dress code because of religious beliefs or
 21 physical characteristics, the parent/guardian must provide a written explanation to the principal
 22 for possible relief from certain aspects of this dress code.

Legal References

1. TCA 49-6-4215(a)(1); TCA 49-1-302(j)

Cross References

- Code of Behavior and Discipline 6.300
 Suspension/Expulsion/Remand 6.316