

Cleveland City Schools
Board of Education Regular Meeting
June 1, 2023 2:00 PM
Administrative Office Building, Board Room



1. **Welcome** - Nate Tucker
2. **Moment of Silence/Pledge of Allegiance**
3. **Comments from Chairman Tucker** - Nate Tucker
4. **Public Comments**
5. **Consent Agenda** - Nate Tucker
 - A. **Approval of Regular Agenda**
 - B. **Approval of Minutes from May 1, 2023 Board Meeting**
 - C. **Approval of Overnight Field Trips**
 - D. **Approval of Second Reading of Policies**

 - E. **DHA Committee**
 - F. ***23-24 Consolidated Application Approval for IDEA/ESEA**
6. **Regular Agenda**
 - A. **Director's Update** -Russell Dyer
 - B. **Spotlight**
 - C. ***Strategic Communications Plan** -Caroline Corrigan
 - D. ***Budget Revisions** - Dr. Dyer and Cindy Geren
 1. ***Budget Amendment 2023-24-1**
 2. *** New Job Positions**
 - E. **First Reading of Policies** -Jodi Riggins

- F. **Summer Learning Camps Update / 3rd Grade Literacy Update** -Autumn O'Bryan and Adam Moss
- G. **Strategic Plan Focus** -Dr. Cody Raper
- 7. **Site Committee Update** - Krista McKay
- 8. **Legislative Updates** -Carolyn Ingram
- 9. **"B" Agenda**
 - A. **Financial Report**
 - B. **Personnel Report**
 - C. **School Highlights**
 - D. **Dates to Remember**
- 10. **Adjourn**

Field Trip Rates

Field Trip rates are based on mileage, driver hours, and conditions of the bus when the trip is completed. Mileage is recorded from the moment the bus leaves the Transportation Facility until the bus returns to the Transportation Facility. Mileage is calculated at \$1.92 per mile and \$18.57 per hour. There will be an additional \$100 per day "On Call" fee for weekends and holidays. Transportation will bill the Trip Sponsor for the driver/mileage/bus/damage after the trip is completed. This will be done on a monthly basis.

Trip Number	1371
* Category	Travel With Students
* Type of Trip	Field Trip
* Field Trip Event	Standard Field Trip

Trip Leave

* Date	7/9/23	Sunday
* Time	8:00 AM	

Trip Return

* Date	7/13/23	Thursday
* Time	9:00 PM	

Trip Year/Week 2023-28

* Is this an overnight trip? Yes

Is this an overnight trip? Additional Information

* Please list all chaperones for this overnight trip including non-staff.	Athena Davis Cecily Williams
* Indicate cost per person and how the trip is being funded (parent or district?)	\$500, being funded partially by parent and partially by yearbook fundraiser

Comments	The yearbook editors and possibly a few other staff members will be traveling to Orlando, Florida, with the advisor (Athena Davis). They are traveling by personal car.
----------	---

* Your School/Dept ⓘ	020 Cleveland High School 850 Raider Drive, Cleveland, TN 37312
----------------------	--

* Do you have students with health concerns on this trip? Don't list student names, only the health conditions due to FERPA/HIPPA.	No
--	----

* Main Destination ⓘ	Other (Type Below) Orlando, FL, USA
Destination Not Listed	Orlando, Florida, USA * Destination Name Yearbookpalooza

Stops on the way: Hotel: Florida Hotel & Conference Center, Sand Lake Road, Orlando, Florida, USA

* Approximate Nbr of Miles Round Trip	<input type="text" value="1134.10"/>
---------------------------------------	--------------------------------------

* **Funding Source #1** Other Budget Code N/A

Funding Source Desc Please indicate the funding information in the Budget Code Field to the right. Budget Code Desc

Funding Approver

Are funds payable to a third party? Yes
(Does venue require payment prior to trip?)
Amount of Payment 2000
Payment Option Will Pick Up Check
Purchase Order/Requisition Nbr Not gotten yet
Payment Due To

Comments Concerning Payment

* Teacher / Advisor / Staff Name Athena Davis
* Teacher / Advisor / Staff Phone # 4232843755
Teacher / Advisor / Staff Email adavis@clevelandschools.org

Note: This email will receive the requester emails if different from requester

Emergency Contact Info Same as Teacher / Advisor / Staff

* Emergency Contact Name Athena Davis
* Emergency Contact Phone # 4232843755

* Grade Level(s) Making Trip 10
11
12
* Educational Objective for Field Trip This is a workshop to learn the basics of creating a yearbook, the technology involves, sales strategies, to work on these and work with graphic designers and artists on our 2023 book.

Number of Individuals Making Trip

* Male Adult/Chaperone	0	* Female Adult/Chaperone	1	Total Adult/Chaperone	1
* Male Students	0	* Female Students	4	Total Students	4

* Will the students be away from school during lunch? No

Additional Information

* Will you be using external transportation-Does NOT include charters-- (includes plane, rental van, personal vehicle or walking)? Yes

* Please indicate mode of travel instead of, or in addition to, the reserved vehicle(s). Please include details of trip, including itineraries. If using a Charter company please do not indicate that in this section. Use the next section to reserve the vehicle.

Personal vehicle

Vehicles Needed

* Do you need a school bus, staff van or charter bus? No

Person Submitting Request adavis@clevelandschools.org

Date Submitted

Field Trip Acceptance of Responsibility

My signature indicates I have read and will adhere to all School Board Policies that apply to field or athletic trips.

* I have read and understand the information above.

Yes

Level 01 Approval - Location Approval

Comment

Decision Approved

Name bpritchard@clevelandschools.org

Decision Date Apr 5, 2023, 2:55:16 PM

Level 02 Approval - Second Level Location Approval

Comment

Decision Approved

Name jelliott@clevelandschools.org

Decision Date May 11, 2023, 1:20:15 PM

Level 07 Approval - Overnight Trip Approval

Comment

Decision Approved

Name jelliott@clevelandschools.org

Decision Date May 11, 2023, 1:20:19 PM

Level 10 Approval - School Board Approval

Comment

Decision

Designated Approver amcmackin@clevelandschools.org

Name

Decision Date

Field Trip Rates

Field Trip rates are based on mileage, driver hours, and conditions of the bus when the trip is completed. Mileage is recorded from the moment the bus leaves the Transportation Facility until the bus returns to the Transportation Facility. Mileage is calculated at \$1.92 per mile and \$18.57 per hour. There will be an additional \$100 per day "On Call" fee for weekends and holidays. Transportation will bill the Trip Sponsor for the driver/mileage/bus/damage after the trip is completed. This will be done on a monthly basis.

Trip Number **1402**

* Category Travel With Students

* Type of Trip Athletic

* Athletic Event (you may check more than one)
Volleyball

Trip Leave

* Date 7/12/23 Wednesday
* Time 1:00 PM

Trip Return

* Date 7/14/23 Friday
* Time 10:00 PM

Trip Year/Week 2023-28

Buses are not available before 4:30 PM and must be returned by 12:00 AM.

* Is this an overnight trip? Yes

Is this an overnight trip? Additional Information

* Please list all chaperones for this overnight trip including non-staff. Amy McGowan, Kristen Michaelis, Daniel Millsaps, Amelia Brock, Michael Brock, Lori Williams

* Indicate cost per person and how the trip is being funded (parent or district?) Cost will be paid by sports account at high school.

Comments

* Your School/Dept ⓘ 020 Cleveland High School
850 Raider Drive, Cleveland, TN 37312

* Main Destination ⓘ Other (Type Below)
1 Harrison Plaza, Florence, AL 35632, USA

Destination Not Listed University of North Alabama * Destination Name Florence Alabama

* Approximate Nbr of Miles Round Trip

* Funding Source #1	School	Budget Code
Funding Source Desc		Budget Code Desc

Funding Approver

* Teacher / Advisor / Staff Name Amy McGowan
* Teacher / Advisor / Staff Phone # 4236505784
Teacher / Advisor / Staff Email amcgowan@clevelandschools.org

Note: This email will receive the requester emails if different from requester

Emergency Contact Info Same as Teacher / Advisor / Staff

* Emergency Contact Name Amy McGowan
* Emergency Contact Phone # 4236505784

Number of Individuals Making Trip

* Male Adult/Chaperone	6	* Female Adult/Chaperone	4	Total Adult/Chaperone	10
* Male Students	0	* Female Students	13	Total Students	13

Additional Information

* Will you be using external transportation-Does NOT include charters-- (includes plane, rental van, personal vehicle or walking)? Yes

* Please indicate mode of travel instead of, or in addition to, the reserved vehicle(s). Please include details of trip, including itineraries. If using a Charter company please do not indicate that in this section. Use the next section to reserve the vehicle.

We will be carpooling. A couple of parents will be driving and 2 coaches with Large SUVs. We will be attending team camp AT UNA. We will be staying at an air B B right next to campus. 758 Meridian Street, Florence, AL 35630, United States- IT is located in Florence AL right next to campus of UNA.

Vehicles Needed

* Do you need a school bus, staff van or charter bus? No

Person Submitting Request amcgowan@clevelandschools.org
Date Submitted

Level 01 Approval - Location Approval

Comment
Decision Approved
Name vmack@clevelandschools.org
Decision Date May 9, 2023, 2:04:47 PM

Level 07 Approval - Overnight Trip Approval

Comment
Decision Approved
Name jelliott@clevelandschools.org
Decision Date May 10, 2023, 7:37:44 AM

Level 10 Approval - School Board Approval

Comment
Decision

Field Trip Rates

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Trip Number **1410**

* Category Travel With Students

* Type of Trip Athletic

* Athletic Event (you may check more than one)

Basketball - Girls - Varsity

Basketball - Girls JV

Trip Leave

* Date 6/16/23 Friday

* Time 8:00 AM

Trip Return

* Date 6/17/23 Saturday

* Time 8:00 PM

Trip Year/Week 2023-24

Buses are not available before 4:30 PM and must be returned by 12:00 AM.

* Is this an overnight trip? Yes

Is this an overnight trip? Additional Information

* Please list all chaperones for this overnight trip including non-staff. Coach Williams, Coach Barger, Coach Johnson

* Indicate cost per person and how the trip is being funded (parent or district?) No cost - the girls basketball account will pay for the cost of hotel and 1 meal. Parents will cover the other meals. The hotel will have a continental breakfast.

Comments

* Your School/Dept ⓘ 020 Cleveland High School
850 Raider Drive, Cleveland, TN 37312

* Main Destination ⓘ Other (Type Below)
Lebanon, TN, USA

Destination Not Listed Lebanon, TN, USA * Destination Name Lebanon HS

* Approximate Nbr of Miles Round Trip

* Funding Source #1 School Budget Code 612

Funding Source Desc Budget Code Desc

Funding Approver

* Teacher / Advisor / Staff Name Dawn Barger
* Teacher / Advisor / Staff Phone # 4234781113
Teacher / Advisor / Staff Email dibarger@clevelandschools.org

Note: This email will receive the requester emails if different from requester

Emergency Contact Info Same as Teacher / Advisor / Staff

* Emergency Contact Name Dawn Barger
* Emergency Contact Phone # 4234781113

Number of Individuals Making Trip

* Male Adult/Chaperone 1 * Female Adult/Chaperone 2 Total Adult/Chaperone 3
* Male Students 0 * Female Students 20 Total Students 20

Additional Information

- * Will you be using external transportation-Does NOT include charters-- (includes plane, rental van, personal vehicle or walking)? Yes
- * Please indicate mode of travel instead of, or in addition to, the reserved vehicle(s). Please include details of trip, including itineraries. If using a Charter company please do not indicate that in this section. Use the next section to reserve the vehicle.
- Parents and coaches will be driving players up to the team camp.

Vehicles Needed

* Do you need a school bus, staff van or charter bus? No

Person Submitting Request dibarger@clevelandschools.org
Date Submitted

Level 01 Approval - Location Approval

Comment

Decision Approved

Name bpritchard@clevelandschools.org

Decision Date May 3, 2023, 7:27:18 PM

Level 07 Approval - Overnight Trip Approval

Comment

Decision Approved

Name jelliott@clevelandschools.org

Decision Date May 8, 2023, 8:09:03 AM

Level 10 Approval - School Board Approval

Comment

Decision

Designated Approver amcmackin@clevelandschools.org

Field Trip Rates

Field Trip rates are based on mileage, driver hours, and conditions of the bus when the trip is completed. Mileage is recorded from the moment the bus leaves the Transportation Facility until the bus returns to the Transportation Facility. Mileage is calculated at \$1.92 per mile and \$18.57 per hour. There will be an additional \$100 per day "On Call" fee for weekends and holidays. Transportation will bill the Trip Sponsor for the driver/mileage/bus/damage after the trip is completed. This will be done on a monthly basis.

Trip Number **1411**

* Category Travel With Students

* Type of Trip Athletic

* Athletic Event (you may check more than one)

Basketball - Girls - Varsity

Basketball - Girls JV

Trip Leave

* Date 5/31/23 Wednesday

* Time 8:00 AM

Trip Return

* Date 6/2/23 Friday

* Time 8:00 PM

Trip Year/Week 2023-22

Buses are not available before 4:30 PM and must be returned by 12:00 AM.

* Is this an overnight trip? Yes

Is this an overnight trip? Additional Information

* Please list all chaperones for this overnight trip including non-staff. Coach Williams, Coach Barger, Coach Johnson

* Indicate cost per person and how the trip is being funded (parent or district?) No cost - players will be staying at the school to help with gym set-up, running scoreboard, and playing. Parents will bring players food throughout the day over the course of the 3 days. Our program account will play for few meals and snacks throughout the 3 days as well.

Comments

* Your School/Dept ⓘ 020 Cleveland High School
850 Raider Drive, Cleveland, TN 37312

* Main Destination ⓘ Other (Type Below)
Cleveland, TN, USA

Destination Not Listed Cleveland, TN, USA * Destination Name Cleveland HS

* Approximate Nbr of Miles Round Trip

* **Funding Source #1** School Budget Code 612

Funding Source Desc Budget Code Desc

Funding Approver

* Teacher / Advisor / Staff Name Dawn Barger
* Teacher / Advisor / Staff Phone # 4234781113
Teacher / Advisor / Staff Email dibarger@clevelandschools.org

Note: This email will receive the requester emails if different from requester

Emergency Contact Info Same as Teacher / Advisor / Staff

* Emergency Contact Name Dawn Barger
* Emergency Contact Phone # 4234781113

Number of Individuals Making Trip

* Male Adult/Chaperone	1	* Female Adult/Chaperone	2	Total Adult/Chaperone	3
* Male Students	0	* Female Students	20	Total Students	20

Additional Information

- * Will you be using external transportation-Does NOT include charters-- (includes plane, rental van, personal vehicle or walking)? Yes
- * Please indicate mode of travel instead of, or in addition to, the reserved vehicle(s). Please include details of trip, including itineraries. If using a Charter company please do not indicate that in this section. Use the next section to reserve the vehicle.
- Parents will drop players off May 31 and pick them up June 2 after camp is over

Vehicles Needed

* Do you need a school bus, staff van or charter bus? No

Person Submitting Request dibarger@clevelandschools.org
Date Submitted

Level 01 Approval - Location Approval

Comment
Decision Approved
Name bpritchard@clevelandschools.org
Decision Date May 3, 2023, 7:17:48 PM

Level 07 Approval - Overnight Trip Approval

Comment
Decision Approved
Name jelliott@clevelandschools.org
Decision Date May 8, 2023, 8:07:48 AM

Level 10 Approval - School Board Approval

Comment
Decision
Designated Approver amcmackin@clevelandschools.org

Field Trip Rates

Field Trip rates are based on mileage, driver hours, and conditions of the bus when the trip is completed. Mileage is recorded from the moment the bus leaves the Transportation Facility until the bus returns to the Transportation Facility. Mileage is calculated at \$1.92 per mile and \$18.57 per hour. There will be an additional \$100 per day "On Call" fee for weekends and holidays. Transportation will bill the Trip Sponsor for the driver/mileage/bus/damage after the trip is completed. This will be done on a monthly basis.

Trip Number **1425**

* Category Travel With Students

* Type of Trip Athletic

* Athletic Event (you may check more than one)
Cheerleading Varsity

Trip Leave

* Date 7/13/23 Thursday

* Time 8:00 AM

Trip Return

* Date 7/15/23 Saturday

* Time 2:00 PM

Trip Year/Week 2023-28

* Is this an overnight trip? Yes

Is this an overnight trip? Additional Information

* Please list all chaperones for this overnight trip including non-staff. Traci VanNostran
Megan Carroll
Rachel Taylor
Felicia Marshall
Holly Congdon
Samantha Spinks
Lori Sentell

* Indicate cost per person and how the trip is being funded (parent or district?) Cheerleading camp cost \$230 and the cost for staying overnight would be free since we are staying at CMS (if approved)

Comments NO drivers are needed. Parents will drop-off and pick-up at CMS, we will not be leaving the school.

* Your School/Dept ⓘ 020 Cleveland High School
850 Raider Drive, Cleveland, TN 37312

* Main Destination ⓘ 018 Cleveland Middle School
3635 Georgetown Rd., Cleveland, TN 37312

* Approximate Nbr of Miles Round Trip

* Funding Source #1	School	Budget Code	CHS Cheer (account 640)
Funding Source Desc		Budget Code Desc	

Funding Approver

* Teacher / Advisor / Staff Name Traci VanNostran
* Teacher / Advisor / Staff Phone # 423-715-0885
Teacher / Advisor / Staff Email tvannostran@clevelandschools.org

Note: This email will receive the requester emails if different from requester

Emergency Contact Info Same as Teacher / Advisor / Staff

* Emergency Contact Name Megan Carroll
* Emergency Contact Phone # 423-790-8337

Number of Individuals Making Trip

* Male Adult/Chaperone	0	* Female Adult/Chaperone	7	Total Adult/Chaperone	7
* Male Students	0	* Female Students	17	Total Students	17

Additional Information

* Will you be using external transportation--Does NOT include charters-- (includes plane, rental van, personal vehicle or walking)? Yes

* Please indicate mode of travel instead of, or in addition to, the reserved vehicle(s). Please include details of trip, including itineraries. If using a Charter company please do not indicate that in this section. Use the next section to reserve the vehicle.

No vehicles are needed because parents will drop off and pick up at CMS. We will not be leaving the school.

Vehicles Needed

* Do you need a school bus, staff van or charter bus? No

Person Submitting Request tvannostran@clevelandschools.org
Date Submitted

Level 01 Approval - Location Approval

Comment

Decision Approved

Name bpritchard@clevelandschools.org

Decision Date May 3, 2023, 7:28:38 PM

Level 07 Approval - Overnight Trip Approval

Comment

Decision Approved

Name jelliott@clevelandschools.org

Decision Date May 8, 2023, 8:04:38 AM

Level 10 Approval - School Board Approval

Comment

Decision

Designated Approver amcmackin@clevelandschools.org

Cleveland City Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Special Education Students	Descriptor Code: 6.500	Issued Date: 06/02/23
		Rescinds: 6.500	Issued: 07/14/03

1 All disabled students between the ages of three and twenty-one (inclusive) shall receive the benefit of a
2 free appropriate public education. This provides the assurance that these students will be educated with
3 non-disabled students to the maximum extent appropriate, and should be placed in separate or special
4 classes only when the severity of the disability is such that education in regular classes cannot be
5 achieved satisfactorily.¹

6 Eligibility standards and options of service for special education services will be based upon the criteria
7 for disabling conditions specified in Rules, Regulations, and Minimum Standards, Tennessee State
8 Board of Education.² To ensure state and federal laws pertaining to students with disabilities are met,
9 the following guidelines will be followed:

10 ~~1.~~ To ensure state and federal laws pertaining to students with disabilities are met, the following
11 guidelines will be followed:

- 12 1. Education placement decisions will be based on instructional needs;
- 13 2. Professional development for maintaining an inclusive classroom will be provided for general
14 and special education teachers;
- 15 3. Planning sessions regarding students' Individual Education Plans (IEPs) will be held among
16 regular and special education teachers and paraprofessionals;
- 17 4. Training on modifications and accommodations to IEPs will be given for general education
18 teachers;
- 19 5. All students in the general education classroom should have access to standard textbooks and
20 instructional materials;
- 21 6. Resources, supports, supplemental aids and materials will be provided to help students be
22 successful in the general education classroom;
- 23 7. Training for paraprofessionals will be provided to assist students;
- 24 8. Provide the technical assistance needed to general education teachers in order to address the
25 needs of individual students; and
- 26 9. Students receiving special education services shall not be restrained, except as permitted by law
27 **and regulations.**^{3,4}

- 1 The Director of Schools shall develop administrative procedures to govern the following:⁴
- 2 1. Personnel authorized to use isolation and restraint;
- 3
- 4 2. Training requirements for personnel working with special education students; and
- 5
- 6 3. Incident reporting procedures.

Legal References

1. TCA 49-10-102; TCA 49-10-103
2. TRR/MS 0520-1-9-.06 &.07
3. TCA 49-10-1301, et seq., ~~TRR/MS 0520-1-9-.23~~
4. ~~TRR/MS 0520-01-09-.23(4)~~

DHA 2023--24 DHA Committe

Doug Moore- DHA Hearing Officer

Cliff Eason- Permanent Member

August – Kellye Bender

September –Kellye Bender

October – David Stone

November – David Stone

December –Autumn O’Bryan

January –Autumn O”Bryan

February – Michael Kahrs

March – Michael Kahrs

April –K. Kiser

May –K. Kiser

DHA’s will be held at the Denning Center in the PD room



Cleveland City Schools Strategic Communication Plan

2023-2024

Vision & Mission

Vision

Our vision is to inspire and educate thriving and confident students who become exceptional life learners and contributing citizens in their community.

Mission

Our mission is to educate and equip students with the academic, social, and emotional skills necessary to be successful and productive.



Introduction

Cleveland City Schools in Tennessee is dedicated to ensuring transparent and effective communication for our staff, families, and community members. The District wants to ensure stakeholders are informed about the major announcements, initiatives, policy changes, student and staff achievements, and activities throughout Cleveland City Schools.

Cleveland City Schools' purpose of the Strategic Communication Plan is to present a clear and concise plan for engaging and communicating with both external and internal audiences in our school communities.

Cleveland City Schools worked with stakeholders to develop a plan for the district's communication for the 2023-2024 school year. This plan is aligned with Cleveland City Schools' mission and vision.

Contributors:

Dr. Jeff Elliott, Chief of Staff

Caroline Corrigan, Communication Specialist



Communication Audit

Last year, Cleveland City Schools partnered with the National School Public Relations Association (NSPRA) and School Communication Performance Evaluation (SCOPE) to conduct a Communication Audit, which included:

- Review of district materials (digital publications, policies, goals, programs, media coverage, website, etc.)
- District-wide Communication Survey
- Focus group with key stakeholders such as parents, staff, teachers, business leaders, and community members

The goal of this Communication Audit was to determine the district's strengths and weaknesses while providing recommendations to improve communication plans for the future.

Audit Recommendations:

1. Develop a strategic communication plan.
2. Develop and implement strategies to keep staff members informed and engaged.
3. Update and improve navigation on the district website.
4. Develop a robust crisis communication plan.
5. Increase methods for effectively reaching non-English speakers.
6. Expand and enhance Board of Education communications.
7. Expand opportunities for community engagement.
8. Continue to refine the district's social media presence and engage more stakeholders.

Communication Audit

SCoPE Survey

As part of this communication audit, NSPRA conducted online School Communications Performance Evaluations (SCoPE) surveys to collect feedback from three stakeholder groups: parents and families, employees (both instructional staff and support staff), and the community. The nationally benchmarked SCoPE Survey was conducted from Aug. 22 - Sept. 6, 2022.

		CCS	National		
			Avg.	Low	High
Staff	Communication regarding how I can support student achievement	3.9	3.6	3.0	4.2
	Communication to keep me informed so I can best represent the school/district as an ambassador	3.3	3.2	2.5	4.0
	Communication during a crisis/serious incident	3.5	3.4	2.8	4.0
	Communication that makes me feel valued as an employee	3.3	3.0	2.3	3.6
	Trustworthiness of communication from my school/department	4.3	4.0	3.5	4.5
	Trustworthiness of communication from the district	3.8	3.7	2.7	4.3
	Overall satisfaction with communication	3.7	3.6	3.0	4.2
	Overall perception of the district based on communication	3.7	3.6	2.3	4.2
Parents/Families	Communication about my child's progress in school	4.0	3.8	3.1	4.4
	Communication about how I can support my child's learning	3.7	3.4	2.4	4.1
	Communication about school and district events and programs	3.1	3.4	2.5	4.1
	Communication during a crisis/serious incident	3.7	3.6	3.0	4.1
	Trustworthiness of communication from my child's school	4.1	4.1	3.6	4.5
	Trustworthiness of communication from the district	3.7	3.9	3.1	4.4
	Overall satisfaction with communication	3.8	3.8	3.1	4.2
	Overall perception of the district based on communication	3.9	3.8	3.1	4.2
Community	Communication about academic programs and district performance	3.3	3.0	2.0	4.2
	Communication about district finances and related issues	2.3	2.6	1.7	3.6
	Communication about school safety	3.4	2.9	1.7	4.0
	Trustworthiness of communication from the district	3.7	3.4	2.2	4.2
	Overall satisfaction with communication	3.4	3.2	2.0	4.0
	Overall perception of the district based on communication	3.6	3.3	2.2	4.2

Focus Groups & Interviews

Focus groups were conducted to listen to and gather perceptions from the district's internal and external stakeholders. The auditor met with eleven focus groups and conducted interviews with the director of schools, chief of staff, seven members of the Board of Education, and the communications coordinator from Sept. 19-22 and Sept. 30. The stakeholder groups represented in the focus group sessions and interviews included parents, students, teachers, central office administration, principals, secretaries, supervisors/assistant principals, non-teaching staff, and community members.

Key Findings included:

Strengths

- Students are placed front and center in Cleveland City Schools.
- A strong feeling of community spirit.
- Strong academic options are offered.
- Diversity of the student body is seen as a strength.
- Employees appreciate the family atmosphere and collaboration among peers.
- New Communication Coordinator making strides in improving communication.

Challenges

- There tends to be a lack of information about district finances and board decisions.
- Parents expressed concerns about last-minute notifications regarding school closures, time-sensitive issues, and bus transportation changes.
- Parents and staff members shared that the number of apps and tools being used is confusing. Examples included: ClassDojo, Remind, Talking Points, and Band in addition to text, email, and social media.
- The website needs to be improved.
- There are communication challenges with non-English speaking families at a school level.
- Employees expressed concern with internal communication specifically volume/redundancy, clarity, consistency, and delivery method.

Community Engagement Lunch with Families

The communication coordinator started making several, quick changes to address some of the key findings in the communication audit. In April, the chief of staff and communication coordinator hosted a Community Engagement lunch with families to receive **recent** feedback regarding communication efforts. We had a diverse group of 10 family members from across the district come to answer questions regarding recent efforts by the district.

Feedback included:

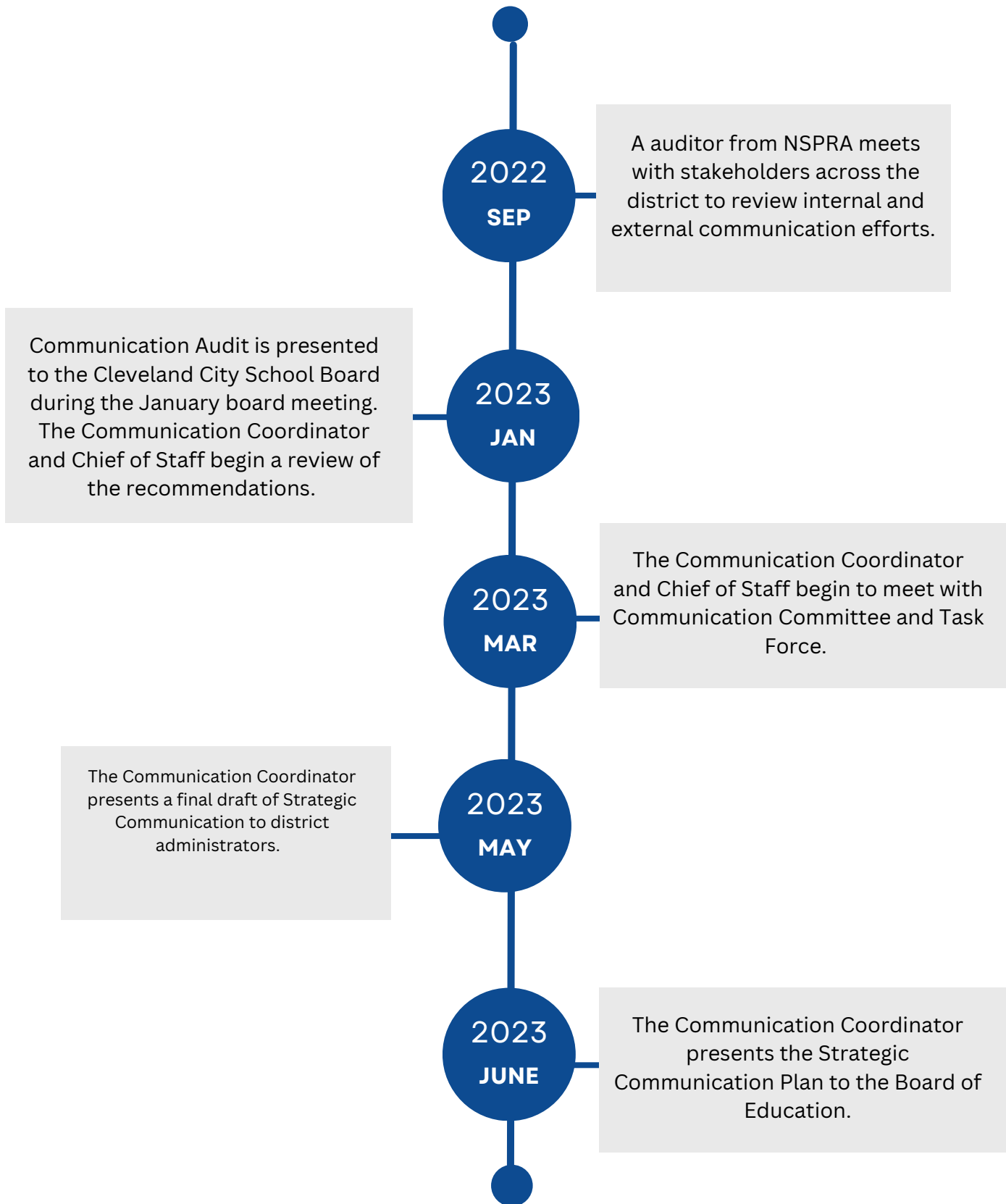
Strengths

- Parents expressed satisfaction regarding communication about serious events such as weather delays and emergencies.
- Parents felt like the district and school leaders had students' best interests.

Challenges

- Parents continued to voice concerns about the number of apps used to communicate with families.
- Some parents expressed frustration with the lack of follow-up from the school level.
- Parents want to see the website updated.
- Parents want athletic events and games to be visible.

Timeline



Strategic Goals

Goal 1 - Crisis
Communication

Goal 2 - Digital
Communication

Goal 3 - Internal
Communication

Goal 4 - External
Communication

Estimated Additional Costs

Item	Cost
Unified Communication for Arnold & Stuart (Pilot program)	\$12,000
Unified Communication for entire district (January)	\$20,000
Web/Social Media Stipends for Schools	\$17,000
Athletic Web/App for CHS & CMS	\$4,000
Total	\$57,000



Goal 1

Crisis Communication

- **Improve current crisis communication plan.**
 - Schedule feedback meetings with principals from various schools to gain insight into challenges.
 - The crisis communication plan should identify roles, responsibilities, methods of communication, and communication processes in the event of an emergency.
- **Evaluate and update the information on the school safety page on the district's website.**
 - Make sure this web page is visible on each school's individual page.
- **Provide ongoing training for students and staff on how to recognize the sign of safety concerns, "See Something, Say Something."**
- **Maintain and Strengthen relationships with local agencies and emergency response teams.**

Goal 2

Digital Communication

- **Provide training to staff members regarding best public relations, media/news, and social media practices.**
- **Work with Apptegy to complete a re-design of the district website and individual school websites before students return to school in August.**
- **Provide stipends for individual schools to maintain their website and social media pages.**
- **Meet with digital teams from individual schools to improve communication through the website and social media pages.**

Goal 3

Internal Communication

- **Provide a weekly email and school board meeting recap to all employees across the district.**
- **Conduct internal surveys/questionnaires through ThoughtExchange to receive critical feedback from staff.**
- **Evaluate current communication plans from the district to schools, and schools to staff.**

Goal 4

External Communication

- **Create informational marketing materials for the website, staff, and board members.**
- **In August, Cleveland City Schools will launch a pilot program with PowerSchool Unified Communication Operations at Arnold Memorial and Stuart Elementary Schools to provide translatable one-way and two-way communication to families.**
- **Expand and enhance Board of Education communications and decisions.**
 - Provide an informational article following each board meeting.
- **Continue to improve communication with non-English speaking families.**
 - In August, each school will be provided with a device that translates communication with families.



Cleveland City Schools

Question & Information



423-472-9571



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www.clevelandschools.org

FY 2023-24 Funding Increases

TISA	Proposed	\$37,305,000.00	Increase employer health insurance match	\$550,000
	April Estimate	40,730,784.00	Christmas Bonus (same as previous year - net \$500*)	\$680,000
	Increase	\$3,425,784.00	TNRMT projected increase for FY24	\$99,829
			School Safety (ZEROEYES Year 1)	\$33,500
			Board Certified Behavior Analyst	\$73,767
City General Fund Transfer	BOE Proposed	\$5,605,300.00	Additional Counselors (MA, CC, CMS,CHS)	\$295,067
	FY23 Amended	5,801,500.00	CMS AP's to 12 months	\$12,118
	City FY24 Proposed	6,024,900.00	ESL supervisor to 12 months	\$14,594
		\$419,600.00	Communications-Website/Social Media stipends	\$17,000
			PowerSchool Messenger for all schools (2nd semester)	\$20,000
FY24 Additional Funds to be budgeted		\$3,845,384.00	Increase Staff Development budget	\$15,000
			CCCES and CMS cafeteria tables	\$60,000
			Additional ESSER funded positions*	\$500,536
			Increase school clinics supply line item	\$19,000
			Additional textbooks for elementary and CHS	\$122,400
Teacher Salary MA 5 yrs	\$57,287		Mayfield and CHS SPED Teacher	\$147,534
Single Premium Health Ins	\$8,196		CHS Academic Coach (200 days + 5%)	\$77,045
Certified - SS, Med, TCRS	1.1446		CHS Softball batting cages	\$6,000
			Full-time Bus Drivers (2) (181 days)	\$77,400
			Art Teacher (1/2)-RO/ST/YA (100 days)	\$32,785
			Assistant Principals-RO/YA/AR/ST plus BB supplement	\$171,732
			Grow Your Own Initiative	\$16,187
			Innovation Dept - managed threat detection	\$90,000
			Operations Stipend - Raider Drive Construction Manager	\$9,987
			Capital Outlay projects	\$703,903
				\$3,845,384

\$0

CLEVELAND CITY SCHOOLS

TITLE **Board Certified Behavior Analyst (BCBA)**

QUALIFICATIONS

1. Current Board Certified Behavior Analyst Certification (BCBA, as certified by the Behavior Analyst Certification Board)
2. Master's Degree in applied behavioral analysis, special education, psychology or related discipline
3. Minimum of 3 years experience as a Board Certified Behavior Analyst preferred
4. Classroom teaching, social work, or school psychologist experience preferred
5. Ability to communicate effectively with students, school personnel and parents
6. FLSA exempt

REPORTS TO Supervisor of Special Populations

JOB GOAL

- To support staff in identifying and working through problem behaviors.
- Provide ongoing professional development in the area of behavior for all staff.
- Provide techniques and modeling of behavior intervention support to staff.

ESSENTIAL FUNCTIONS

1. Work collaboratively with building and district staff to promote positive student behavior by providing professional development that targets research, strategies and modeling of instructional practices to support staff in their implementation of positive support and PBIS.
2. Demonstrate expertise in the area of data collection and behavior analysis.
3. Assists case managers, school psychologists and social workers in writing of comprehensive functional assessments and behavior intervention plans and instructional methodologies for staff.
4. Demonstrate behavior management ideas and/or techniques.
5. Provide training in the use of data collection, positive behavior supports, intervention techniques and instructional methodologies for staff.
6. Assist staff working with children with autism on teaching skill deficits, maintaining acquired skills, teaching self-help skills and developing social skills.
7. Develop materials and provide resources for and provide professional development to administrators, educators, paraprofessionals and parents/guardians.
8. Attend IEP, eligibility, or other meetings as necessary and provide related behavioral information.
9. Work with students who exhibit maladaptive/unexpected behaviors and provide support and professional learning for staff who work with such students.

10. Travel to school sites as required for observations, functional behavioral assessments, behavior intervention plans, or programmatic recommendations for individual students.
11. Engage parents in the process of creating behavior programs for students in order to empower parents by providing them with skills and techniques to support the positive behavior development of their child.
12. Conducts functional behavior assessments and educational assessments, accurately identifying the function of challenging behavior and socially valid, pivotal behaviors to target.
13. Develops treatment plans that recommend individualized, evidence-based behavioral strategies in a format accessible to staff, family members, other professionals.
14. Develops strong collaborative relationships and trains families, caregivers, and school staff to implement effective techniques across all environments, promoting progress and generalization.
15. Provides ongoing training of school staff, ensuring treatment integrity and supporting the professional growth of staff.
16. Monitors progress and evaluates treatment effectiveness regularly, maintaining high rates of progress.
17. Identifies behavior goals and intervention techniques utilizing non-aversive behavior change methods.
18. Selects intervention and strategies according to the needs and desires and abilities of the individual, and prepares written behavior interventions and strategies, and support plans.
19. Completes reports and other paperwork within the established timeframes.
20. Participate in building-level meetings as appropriate.
21. Assist in other areas as needed.
22. Performs other related duties assigned by the Supervisor of Special Populations

PHYSICAL DEMANDS

This job may require lifting of objects that exceed 50 lbs., or the average weight of a child, if assigned to elementary school, with frequent lifting and/or carrying of objects weighing up to 25 lbs. Other physical demands that may be required are as follows:

1. Pushing and/or pulling
2. Climbing and/or balancing
3. Stooping, kneeling, crouching, and/or crawling
4. Reaching, handling
5. Talking
6. Hearing
7. Seeing

TEMPERAMENT (Personal Traits)

1. Adaptability to perform a variety of duties, often changing from one task to another of a different nature without loss of efficiency or composure
2. Adaptability to accept responsibility for the direction, control, or planning of an activity
3. Adaptability to deal with students
4. Adaptability to make generalizations, evaluations, or decisions based on sensory or judgmental criteria
- 5.

CAPACITY AND ABILITY REQUIREMENTS

Specific capacities and abilities may be required of an individual in order to learn or perform adequately a task or job duty.

1. *Intelligence*: Ability to understand instructions and underlying principles and ability to reason and make judgments
2. *Verbal*: Ability to understand meanings of words and the ideas associated with them
3. *Numerical*: Ability to perform arithmetic operations quickly and accurately
4. *Manual Dexterity*: Ability to move hands easily and manipulate small objects with the fingers rapidly and accurately
5. *Form Perception*: Ability to make visual comparisons and discriminations and see slight differences in shapes and shadings of figures

WORK CONDITIONS

Normal working conditions

GENERAL REQUIREMENTS

The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. They are not intended to be a complete list of responsibilities, duties and skills required of personnel so assigned.

CLEVELAND CITY SCHOOLS

TITLE

BUS DRIVER (Full Time)

QUALIFICATIONS

1. CDL class B license with AB, P and S endorsements
2. Annual DOT physical examination
3. High school diploma or general equivalency diploma
4. Meets health and physical requirements; pass DOT Drug Screen
5. Meets requirements in accordance with Tennessee state law, rules and regulations
6. Vocational preparation may include: vocational education, apprentice training, on-the-job training, and essential experience
7. 181 day position with daily schedule as determined by the immediate supervisor

REPORTS TO

Director of Operations

JOB GOAL

To safely transport students over specified routes to and from Cleveland City Schools.

ESSENTIAL FUNCTIONS

1. Be familiar with and abides by all local, state, or federal traffic laws, rules and regulations
2. Transports students over specified routes according to a time schedule
3. Promotes safety when students are on the bus and reports any student misconduct to the school administration through the use of conduct procedures
4. Performs daily mechanical checks on oil, gas, tires, lights, doors, and performs pre-trip as well as post-trip inspections
5. Reports needed repairs to the transportation office
6. Cleans his/her bus each day as needed to keep it in a neat and safe condition
7. Reports all accidents promptly and completes required reports
8. Transports *only* authorized students and/or personnel of Cleveland City Schools
9. Assumes responsibility for knowing and following the safety rules and proper procedures associated with the responsibilities of the job
10. Checks the bus at the end of every run to ensure that all students have left the bus
11. Transports students to field trips and other events during the school day
12. Transports students if needed in the case of school emergencies
13. Shall not use profanity or tobacco in any form on Cleveland City School property
14. Performs periodic bus washing and bus cleaning assignments as needed
15. Performs other duties as assigned in a prompt and professional manner

PHYSICAL DEMANDS

Physical demands are those activities required of a worker on a job. This job may require lifting of objects that exceed 75 lbs., with frequent lifting and/or carrying of objects weighing up to 50 lbs. Other physical demands that may be required are as follows:

1. Pushing and/or pulling
2. Stooping, kneeling, and/or crouching
3. Reaching and/or stretching
4. Talking
5. Good hearing (corrective appliances are acceptable)
6. Good vision (corrective appliances are acceptable)
7. Good balance (maintain balance without the need of any outside support such as canes, walls, rails, walkers, etc.)

TEMPERAMENT (Personal Traits)

1. Adaptability to perform a variety of duties, often changing from one task to another of a different nature without loss of efficiency or composure
2. Adaptability to accept responsibility for the direction, control, or planning of an activity
3. Adaptability to deal with people beyond giving and receiving instructions
4. Adaptability to make generalizations, evaluations, or decisions based on sensory or judgmental criteria

CAPACITY AND ABILITY REQUIREMENTS

Specific capacities and abilities may be required of an individual in order to learn or perform adequately a task or job duty.

1. Intelligence: Ability to understand instructions and underlying principles and ability to reason and make judgments
2. Verbal: Ability to understand meanings of words and ideas associated with them, and to use them effectively
3. Manual Dexterity: Ability to move extremities easily and skillfully

WORK CONDITIONS

Bus drivers must be able to endure a reasonable degree of discomfort due to temperature, fumes, dust, noise, traffic congestion and hazardous weather conditions.

GENERAL REQUIREMENTS

The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. They are not intended to be a complete list of responsibilities, duties and skills required of personnel so assigned.

Cleveland City Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: <h2 style="text-align: center;">Ethics</h2>	Descriptor Code: 5.611	Issued Date: 07/31/23
		Rescinds:	Issued:

- 1 An effective educational program requires the services of men and women of integrity, high ideals, and
 2 human understanding. To maintain and promote these essentials, all employees are expected to
 3 maintain high standards in their school relationships. These standards include the following:
- 4 1. The maintenance of just and courteous professional relationships with students,
 5 parent(s)/guardian(s), staff members, and others;
 - 6 2. The maintenance of their own efficiency and knowledge of the developments in their fields of
 7 work;
 - 8 3. The transaction of all official business with the properly designated authorities of the school
 9 district;
 - 10 4. The establishment of friendly and intelligent cooperation between the community and the
 11 school district;
 - 12 5. The representation of the school district on all occasions that the contributions of the school
 13 district to the community are recognized;
 - 14 6. The welfare of children as the first concern of the school district when placing professional
 15 personnel. The use of pressure on school officials for appointments or transfers is unethical;
 - 16 7. Restraint from using school contacts and privileges to promote partisan politics, sectarian
 17 religious views, or selfish propaganda of any kind;
 - 18 8. The responsibility to make any criticism of other staff members or of the school district directly
 19 to the particular school administrator who has the administrative responsibility for improving
 20 the situation and then to the Director of Schools, if necessary; and
 - 21 9. The proper use and protection of all school properties, equipment, and materials.

References:

- TCA 49-5-501(3)(D)
- TCA 49-5-1003
- TCA 49-5-1004

Cross References

- Staff Rights & Responsibilities 5.600
- Staff-Student Relations 5.610

Cleveland City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Code of Conduct	Descriptor Code: 6.300	Issued Date: 08/07/23
		Rescinds: 6.300	Issued: 02/03/20

1 The Board delegates to the Director of Schools the responsibility of developing specific codes of
2 conduct which are appropriate for each level of school. Codes of conduct for students in pre-
3 kindergarten or kindergarten shall utilize alternative disciplinary practices such as restorative practices,
4 RTI2B, multi-tier systems of supports, and behavior intervention plans. Exclusionary discipline shall
5 only be used as a measure of last resort. The development of each code shall involve principals and
6 staff members of each level and shall be consistent with the relevant policies as adopted by the Board.¹

7 The following levels of misbehavior and disciplinary procedures and options are standards designed to
8 protect all members of the educational community in the exercise of their rights and duties and to
9 maintain a safe learning environment where orderly learning is possible and encouraged.² These
10 misbehaviors apply to student conduct on school buses, on school property, and while students are on
11 school-sponsored outings. Staff members shall ensure that disciplinary measures are implemented in a
12 manner that:³

- 13 1. Balances accountability with an understanding of traumatic behavior;
- 14
- 15 2. Teaches school and classroom rules while reinforcing that violent or abusive behavior is not
16 allowed at school;
- 17
- 18 3. Minimizes disruptions to education with an emphasis on positive behavioral supports and
19 behavioral intervention plans;
- 20
- 21 4. Creates consistent rules and consequences; and
- 22
- 23 5. Models respectful, non-violent relationships.

24 In order to ensure that these goals are accomplished, the school district shall utilize the following
25 trauma-informed discipline practices: restorative practices, RTI2B, multi-tier systems of supports,
26 and/or behavior intervention plans.

27 **MISBEHAVIORS: LEVEL I**

28 This level includes minor misbehavior on the part of the student which impedes orderly classroom
29 guidelines or interferes with the orderly operation of the school but which can usually be handled by an
30 individual staff member.

31 *Examples (not an exclusive listing)*

- 32 • Classroom disturbances

- 1 • Classroom tardiness
- 2 • Cheating and lying
- 3 • Abusive language
- 4 • Failure to do assignments or carry out directions
- 5 • Wearing, while on the grounds of a public school during the regular school day,
- 6 clothing that exposes underwear or body parts in an indecent manner that disrupts the
- 7 learning environment⁴
- 8 • Victimization of any student (harassment (sexual, racial, ethnic, religious), bullying,
- 9 cyber-bullying, and/or hazing)

10 *Disciplinary Procedures*

- 11 • The staff member intervenes immediately.
- 12 • The staff member determines what offense was committed and its severity.
- 13 • The staff member determines who committed the offense and if he/she understands the
- 14 nature of the offense.
- 15 • The staff member employs appropriate disciplinary options.
- 16 • The record of the offense and disciplinary action shall be maintained by the staff
- 17 member.

18 *Disciplinary Options*

- 19 • Verbal reprimand
- 20 • Special assignment
- 21 • Restricting activities
- 22 • Assigning work details
- 23 • Counseling
- 24 • Withdrawal of privileges
- 25 • Issuance of demerits
- 26 • Strict supervised study
- 27 • Detention
- 28 • ~~Corporal punishment~~
- 29 • In-school suspension
- 30 • Restorative practices, RTI²B, multi-tier systems of supports, and/or behavior
- 31 intervention plans

32 **MISBEHAVIORS: LEVEL II**

33 This level includes misbehavior whose frequency or seriousness tends to disrupt the learning climate of
 34 the school. These misbehaviors do not represent a direct threat to the health and safety of others but
 35 have educational consequences serious enough to require corrective action on the part of
 36 administrative personnel.

37 *Examples (not an exclusive listing)*

- 38 • Continuation of unmodified Level I misbehaviors

- 1 • Using forged notes or excuses
- 2 • Disruptive classroom behavior

3 *Disciplinary Procedures*

- 4 • The student is referred to the principal for appropriate disciplinary action.
- 5 • The principal meets with the student and the staff member.
- 6 • The principal hears the accusation made by the staff member and allows the student the
- 7 opportunity to explain his/her conduct.
- 8 • The principal takes appropriate disciplinary action and notifies the staff member of the
- 9 action.
- 10 • The record of offense and disciplinary action shall be maintained by the principal.

11 *Disciplinary Options*

- 12 • Required parent/guardian contact
- 13 • Assignment to no more than five (5) hours detention or in-school suspension
- 14 • Suggested referral to school counselor
- 15 • Teacher/schedule change
- 16 • Modified probation
- 17 • Behavior modification
- 18 • Social probation
- 19 • Peer counseling
- 20 • Referral to outside agency
- 21 • In-school suspension
- 22 • Transfer
- 23 • Detention
- 24 • Suspension from school-sponsored activities or from riding school bus
- 25 • Restricting school related honors student is otherwise due
- 26 • Out-of-school suspension (not to exceed ten (10) days)
- 27 • Restorative practices, RTI²B, multi-tier systems of supports, and/or behavior
- 28 intervention plans

29 **MISBEHAVIORS: LEVEL III**

30 This level includes acts directly against persons or property but whose consequences do not seriously
31 endanger the health or safety of others in the school.

32 *Examples (not an exclusive listing)*

- 33 • Continuation of unmodified Level I and II misbehaviors
- 34 • Fighting
- 35 • Vandalism (minor)
- 36 • Use, possession, sale, distribution, and/or being under the influence of tobacco or
- 37 alcohol
- 38 • Use, possession, sale, or distribution of drug paraphernalia

- 1 • Use, sale, distribution, and/or being under the influence of drugs
- 2 • Stealing
- 3 • Threats to others
- 4 • Inciting a riot/disturbance or encouraging others to disrupt school
- 5 • Gambling
- 6 • Failure to report to after-school suspension
- 7 • Possession and/or use of disabling defense substances such as mace, tear gas, pepper
- 8 spray, and others
- 9 • Indecent exposure
- 10 • Victimization of any student (harassment (sexual, racial, ethnic, religious), bullying,
- 11 cyber-bullying, and/or hazing)

12 *Disciplinary Procedures*

- 13 • The student is referred to the principal for appropriate disciplinary action.
- 14 • The principal meets with the student and the staff member.
- 15 • The principal hears the accusation and allows the student the opportunity to explain
- 16 his/her conduct.
- 17 • The principal takes appropriate disciplinary action.
- 18 • The principal may refer the incident to the Director of Schools and make
- 19 recommendations for consequences.
- 20 • The record of offense and disciplinary action shall be maintained by the principal.
- 21 • If the student's program is to be changed, adequate notice shall be given to the student
- 22 and his/her parents of the charges against him, his/her right to appear at a hearing, and
- 23 to be represented by a person of his/her choosing.
- 24 • Any change in school assignment is appealable to the Board.
- 25 • Record of offense and disciplinary action maintained by the principal/designee or
- 26 Director of Schools.

27 *Disciplinary Options*

- 28 • Required parent/guardian conference
- 29 • Required school counseling referral
- 30 • In-school suspension
- 31 • Detention
- 32 • Restitution from loss, damage, or stolen property
- 33 • Out-of-school suspension
- 34 • Social adjustment classes
- 35 • Transfer
- 36 • Expulsion
- 37 • Restorative practices, RTI²B, multi-tier systems of supports, and/or behavior
- 38 intervention plans

1 MISBEHAVIORS: LEVEL IV

2 This level of misbehavior includes acts which result in violence to another's person or property or
 3 which pose a threat to the safety of others in the school. These acts are so serious that they usually
 4 require administrative actions which result in the immediate removal of the student from the school,
 5 the intervention of law enforcement authorities, and/or action by the Board.

6 If a student's action poses a threat to the safety of others in the school, a teacher, principal, school
 7 employee, or school bus driver may use reasonable force when necessary to prevent bodily harm or
 8 death to another person.⁵

9 *Examples (not an exclusive listing)*

- 10 • Continuation of unmodified Level I, II, and III misbehaviors
- 11 • Death threat
- 12 • Extortion
- 13 • Bomb threat
- 14 • Possession, use, and/or transfer of dangerous weapons
- 15 • Assault that results in bodily injury upon any teacher, principal, administrator, any other
- 16 employee of the school, or a school resource officer*
- 17 • Aggravated assault*
- 18 • Vandalism
- 19 • Theft, possession, and/or sale of stolen property
- 20 • Arson
- 21 • Possession of unauthorized substances (e.g. any controlled substance, controlled
- 22 substance analogue, or legend drug)*
- 23 • Use or transfer of unauthorized substances
- 24 • Victimization of any student (harassment (sexual, racial, ethnic, religious), bullying,
- 25 cyber-bullying, and/or hazing)
- 26 • Electronic threat to cause bodily injury or death to another student or school employee

27 *Disciplinary Procedures*

- 28 • The principal confers with appropriate staff members and with the student.
- 29 • The principal hears the accusations and allows the student the opportunity to explain
- 30 his/her conduct.
- 31 • The parent(s)/guardian(s) are notified.
- 32 • Law enforcement officials are contacted, and principal/designee is notified.
- 33 • The incident is reported, and recommendations are made to the Director of Schools.
- 34 • If the student's placement is to be changed, adequate notice of the charges shall be
- 35 given to the student and his/her parent(s)/guardian(s) and his/her right to appear at a
- 36 hearing.

37 *Disciplinary Options*

- 38 • Ten (10) days out-of-school suspension or long-term suspension

- 1 • Required parent/guardian involvement
- 2 • Expulsion
- 3 • Alternative schools
- 4 • Other hearing authority or Board action which results in appropriate placement
- 5 • Restorative practices, RTI²B, multi-tier systems of supports, and/or behavior
- 6 intervention plans
- 7 * Designates zero tolerance offenses (Expulsion/Remand for a period of not less than one (1)
- 8 calendar year subject to modification by the Director of Schools on a case-by-case basis.)

Legal References

1. TCA 49-6-4005; TCA 49-6-3024
2. TCA 49-6-4002 to 4005; 20 USCA § 7114, 7118
3. Public Acts of 2019, Chapter No. 421
4. TCA 49-6-4009
5. TCA 49-6-4008

Cross References

Traffic and Parking Controls 3.403
 Procedural Due Process 6.302
 Student Discrimination, Harassment, Bullying, Cyber-bullying, and Intimidation 6.304
 Bus Safety and Conduct 6.308
 Zero Tolerance Offenses 6.309
 Dress Code 6.310
 Detention 6.315
 Suspension 6.316
 Safe Relocation of Students 6.4081

Cleveland City Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Promoting Student Welfare	Descriptor Code: 6.400	Issued Date: 07/31/23
		Rescinds: JE	Issued: 07/09/01

1 The Director of Schools shall develop procedures to promote and protect the health and welfare of
2 students. These should provide, at a minimum, for the following:

- 3 1. Student counseling services;
- 4 2. School health services;¹
- 5 3. School psychological services; and
- 6 4. School social work services.

7 The development of these programs and the scope of the services provided shall be consistent with
8 state law.

Legal References

1. TSS/MS 0520-01-13-.01

Cross References

Acquired Immune Deficiency Syndrome 5.401
Attendance 6.200
Drug-Free Schools 6.307
Physical Examinations and Immunizations 6.402
Student Communicable Diseases 6.403
Acquired Immune Deficiency Syndrome 6.404
Medicines 6.405
Reporting Child Abuse 6.409
Student Suicide Prevention 6.415

9 ~~Each school shall provide a counseling program for all students through the cooperative efforts of the~~
10 ~~principal, teachers and school counselor.¹~~

11 ~~The program of counseling services shall include such services and activities as:~~

- 12 ~~1. Orientation of parents and students to the school program;~~
- 13 ~~2. Preventative and developmental counseling to students in order to prepare them for their school~~
14 ~~responsibilities and their social and physical development;²~~

- 1 ~~3. Student referral and/or welfare provisions;~~
- 2 ~~4. Collection and maintenance of student data and record systems;~~
- 3 ~~5. Student program planning and placement;~~
- 4 ~~6. Educational and occupational information for use by students, parents and teachers;~~
- 5 ~~7. Scheduling student courses and resolving conflicts; and~~
- 6 ~~8. Instruction in character education, drug prevention and bullying.~~

7 ~~The classroom teacher, because of close contacts with the student, shall be a key person in the~~
8 ~~counseling program.~~

9 ~~The school counseling departments shall provide leadership to teachers in the counseling area and help~~
10 ~~them in the selection of counseling tools and materials and in the administration and interpretation of~~
11 ~~individual or group tests.~~

12 ~~School administrators are authorized to work with recognized groups who may furnish special services~~
13 ~~to students.~~

14
15

Legal References

- 1. ~~TRR/MS 0520-1-3-.08(1)(b)~~
- 2. ~~TCA 49-6-303~~

Cross References

- ~~Advanced College Placement 4.203~~
- ~~Graduation Requirements 4.605~~
- ~~Testing Programs 4.700~~

Cleveland City Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Student Health Services	Descriptor Code: 6.401	Issued Date: 07/09/01
		Reseinds: JGC	Issued: 07/06/94

- 1 ~~The major objective of student health services is to protect and promote the health of the student. This~~
2 ~~responsibility is shared by all individuals and agencies in the community. To obtain this objective:~~
- 3 1. ~~A safe, sanitary, healthful school environment shall be provided; and~~
4
5 2. ~~Basic principles of healthful living shall be taught.~~
- 6 ~~The student health services program¹ shall include:~~
- 7 1. ~~Identification of physical, mental or emotional characteristics of students which will prevent~~
8 ~~them from attaining their potentialities through public education;~~
- 9 2. ~~Evidence of a complete medical examination of every student entering school for the first time;~~
- 10 3. ~~Proof of immunization except those who are exempt by statute;~~
- 11 4. ~~A medical examination as directed by the TSSAA of every student prior to participation in~~
12 ~~interscholastic athletics;~~
- 13 5. ~~A cumulative health record;~~
- 14 6. ~~A record for each student which contains information as to how and where to contact parents in~~
15 ~~case of emergency;~~
- 16 7. ~~A report of each accident taking place while the student is under the jurisdiction of the school;~~
- 17 8. ~~Plan for taking care of sick or injured students;~~
- 18 9. ~~Procedures for reporting suspected child abuse or neglect;~~
- 19 10. ~~Plan for dealing with communicable diseases;~~
- 20 11. ~~Procedures for dispensing medication;~~
- 21 12. ~~Teacher referral of students for available health service; and~~
- 22 13. ~~Method for evaluating criteria, including the extent and use of available health services based~~
23 ~~upon the needs of students within the school.~~

Legal References

1. TRR/MS 0520-1-3-.08(e)(2)

Cross References

- Communicable Diseases 6.403
Medicines 6.405

Cleveland City Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Student Psychological Services	Descriptor Code: 6.406	Issued Date: 07/12/10
		Reseinds: 6.406	Issued: 07/09/01

1 ~~The Director of Schools will develop a program for making psychological services available to all~~
2 ~~students.¹ This program shall cooperate with other agencies in consultative screening and assessment~~
3 ~~services.~~

4 ~~No school personnel shall conduct any mental health screenings, except as provided by law.²~~

5 ~~School counselors shall respect the right of privacy of the students they counsel. Confidentiality shall~~
6 ~~be maintained by the counselor except:~~

7 ~~1. Where there is a clear and present danger to the student or other persons;~~

8 ~~2. To consult with another psychologist when it is in the best interests of the student; or~~

9 ~~3. When the student and/or parent waives this privilege in writing.~~

10 ~~When a counselor is in doubt about what information to release in a judicial proceeding, the counselor~~
11 ~~shall consult with the board attorney.~~

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Legal References

- ~~1. TRR/MS 0520-1-3-.08(1)(e)~~
- ~~2. TCA 49-2-124~~

Cross References

~~Testing Programs 4.700~~

Cleveland City Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Student Social Services	Descriptor Code: 6.407	Issued Date: 07/09/01
		Rescinds: JGE/LDAG	Issued: 07/06/94

1 ~~Each school shall provide a social service program for all students through the cooperative efforts of~~
2 ~~the principal, teachers, and school counselor.¹~~

3 ~~The principal shall develop a program of social services which shall include such services and~~
4 ~~activities as:~~

5 ~~1. Orientation of parents and students to the school program;~~

6 ~~2. Student referral and/or welfare provisions;~~

7 ~~3. Collection and maintenance of student data and record systems;~~

8 ~~4. Educational information for use by students, parents and teachers;~~

9 ~~5. Conflict resolution techniques; and~~

10 ~~6. Referral information and/or outlets for referral for drug abuse counseling, pregnancy~~
11 ~~counseling, and psychological services.~~

12 ~~The classroom teacher, because of close contacts with the student shall be a key person in the social~~
13 ~~services program.~~

14 ~~School administrators are authorized to work with recognized groups who may furnish special services~~
15 ~~to students.~~

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Legal References

1. ~~TRR/MS 0520-1-3-.08(1)(d)~~

CLEVELAND CITY SCHOOLS

PROVIDING EXCELLENCE AND INTEGRITY IN INSTRUCTION



Cleveland

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ACADEMICS



3rd Grade Literacy Review



- **BELOW EXPECTATIONS** – Students who score “Below Expectations” on their 3rd Grade ELA TCAP would be required to attend Summer School AND high-dosage tutoring (Fall Predictions – 164 students / Actual Spring Score – 133 students)
- **APPROACHING EXPECTATIONS** – Students who score “Approaching Expectations” on their 3rd Grade ELA TCAP would be required to attend Summer School OR high-dosage tutoring (Fall Predictions – 136 students / Actual Spring Score – 150 students)





General Education Intervention



- **Compiled a list of at-risk students based on 2nd Grade TCAP Scores.**
- **Met with principals and GEI Leader to review list.**
- **GEI and school team met with the family of at-risk students in September to discuss 3rd Grade Retention and interventions provided during this school year.**
- **At-risk list was updated throughout the year with current exemptions, enrollments, and other categories.**
- **GEI and school team met with the family of at-risk students in February to review data from the school year and promote summer learning camp registration.**





May Communication



- At-risk list was reviewed with school teams during the 2nd week of May to ensure current exemptions, enrollments, WIDA, and appeal information were accurate.
- May 19th - TCAP Scores arrived. Communication was delivered to families with their proficiency status and retest information.
- May 24th - Retest scores finalized. Communication delivered to families with their proficiency status and Summer Learning Camp information.
- May 29th - June 1st - Schools will communicate with families directly regarding appeals and intervention requirements.
- May 30th - Appeal information sent to families who qualify.





153 Proficient

- Improved proficiency rate
- Includes 16 passed retakes





165 Exemptions

- Suspected of a disability in reading (IEP / 504)
- Previously Retained Students
- ELL students receiving language services





57 Appeal Eligible

- Scored “Approaching” AND
- Spring Universal Screener (Easy CBM) Percentile of 40 or higher
- Appeal window closes June 30th





61 Interventions

- Does not include those who can appeal
- Approaching – Summer School OR high-dosage tutoring
- Below – Summer School AND high-dosage tutoring



Summer Learning Programs

- **Camp Raider K-2 at Candy's Creek Cherokee**
 - *200 Students, Rising 1st-3rd*
- **CMS Survivor Camp**
 - *450 Students, Rising 4th-8th*
- **Raider Excel**
 - *45 Students, Rising 9th*
 - *Earn 4 high school credits*
- **Credit Recovery**
 - *CHS Summer School*
 - *150 Students, Rising 10th-12th*



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Cleveland City Schools Projects for the Summer of 2023

June 1, 2023



Arnold Memorial Elementary:

*Partial Kitchen Renovation and Floor Abatement

*Parking Lot Renovation

Blythe Bower Elementary:

*Partial HVAC and Boiler Replacement

Rubber Mulch Installed on Playground

Candy's Creek Cherokee Elementary School:

Finish Repair of Sinkhole on Playground

Cleveland High School:

*Completion of Front Entrance and CTE Improvements

*East Wing Window Replacement

Walk-In Freezer Replacement

* Contractor Performed





Cleveland Middle School:

*Installation of a Dividing Wall in the Engineering Lab

Replacement of 7th Grade Bathroom Partitions

Concession Stand Water line Replacement

*Bid HVAC Replacement

The Denning Center:

*Bid and Install New Roof

Mayfield Elementary School:

*Boiler Installation

Rubber Mulch Installed on Playground





Ross Elementary:

*New Oven, Child Nutrition
New Serving Line, Ceiling Tile Replacement

Stuart Elementary:

*Kitchen Window Replacement

Yates Primary:

*New Oven, Child Nutrition, Ceiling Tile Replacement

New AOB, Operations:

Continue Renovation of New AOB
Replace Engine in Bus #46