

Policy Committee Meeting

May 9, 2022 Immediately following Budget Committee Meeting
MCBOE

1. Call to Order	Andy Woodard
2. 1.102 Board Members Legal Status	
3. 2.200 Annual Operating Budget	Christopher Lowe
4. 4.301 Interscholastic Athletics	Jacob Sorrells
5. 6.205 Student Assignment and Transfers Within the System	Jacob Sorrells, Ginger Tepedino
6. Adjourn	Andy Woodard

Marshall County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Board Members Legal Status	Descriptor Code: 1.102	Issued Date: 05/09/22
		Rescinds: 1.102	Issued: 07/21/05

1 The legal status of board members shall be as follows:

2 **NUMBER¹**

3 The Board is composed of nine (9) members.

4 **QUALIFICATIONS**

5 Members of the Board shall be residents ~~of and elected on a non-partisan basis~~ from districts of
6 substantially equal population, and shall be citizens of recognized integrity, intelligence, and ability to
7 administer the duties of the office.^{1,2} To qualify as a candidate, an individual must show proof of
8 graduation from high school or receipt of a G.E.D. **or HiSET.**³ No member of the county legislative body
9 nor any other county governmental official shall be eligible for election as a member of the county Board
10 of Education.⁴

11 **TERMS OF OFFICE**

12 Members of the Board shall serve four (4) year terms.¹

13 **VACANCIES**

14 Vacancies shall be declared to exist on account of death, resignation, removal from the district which
15 elected him, removal from the school system, or through due process proceedings.⁵

16 When a vacancy occurs, the unexpired term shall be filled at the next regular or special meeting of the
17 local legislative body.⁶ Such appointment shall continue until the next regular election.

Legal References:

1. TCA 49-2-201(a)(1)
 2. TCA 49-2-202(a)(1)
 3. TCA 49-2-202(a)(4)
 4. TCA 49-2-202(a)(2)
 5. TCA 8-47-101; TCA 49-1-611; TCA 49-2-202(e)(2)
 6. TCA 49-2-202(e)(1)
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Marshall County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Annual Operating Budget	Descriptor Code: 2.200	Issued Date: 05/09/22
		Rescinds: 2.200	Issued: 10/17/16

1 *General*

2 All school system budgets are the operational plans stated in financial terms which describe the programs
3 to be conducted during the fiscal year beginning July 1 ending June 30 the following year.

4 *Central Office*

5 **PREPARATION PROCEDURES**

6 Budget planning shall include an analysis of previous staffing, curriculum and facilities, and projections
7 requiring additional staffing, curriculum modifications, and additional facilities.

8 The budget proposal should be balanced, consistent with board policy and contract conditions, to include
9 provisions for:

- 10 • Programs to meet the needs of the entire student body
- 11 • Staffing arrangements adequate for proposed programs
- 12 • Maintenance of the district's equipment and facilities
- 13 • Efficiency and economy¹

14 Budget preparation shall be the responsibility of the director of schools. The director of schools will
15 meet periodically with the budget committee. The director of schools will establish procedures for the
16 involvement of staff, including requests from department heads and principals, all of whom shall seek
17 advice and suggestions from other staff and faculty members.

18 The director of schools and the chairman of the board shall develop a budget preparation calendar no
19 later than November of the current school year. The calendar shall be used as a guide for coordinating
20 the budgetary activities of individuals and groups, collecting budget data, reviewing budget problems,
21 and making budget decisions.

22 **HEARING AND REVIEWS**

23 The proposed budget will be available for inspection by various interested citizens or groups in the office
24 of the director of schools.

25 **FINAL ADOPTION PROCEDURE**

26 The board shall submit a proposed budget in accordance with the budget timeline established by the
27 board and county commission² If a budget timeline is not agreed upon, the board shall submit a proposed

1 budget to the County Commission no later than May 1st.² If the proposed budget is rejected, the board
2 shall submit a revised budget proposal within ten (10) business days after receiving notice of the
3 rejection.⁴

4 ~~The director of schools shall file with the Commissioner of Education a copy of the budget within ten~~
5 ~~(10) days after its adoption.³~~

6 The final budget shall be submitted to the Department of Education within thirty (30) days after the
7 beginning of each fiscal year.³

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Legal References:

1. *Tennessee Internal School Uniform Accounting Policy Manual*; Section 4-19
2. TCA 6-36-110, TCA 49-2-203(a)(11)
3. TCA 49-2-301(f)(26); TRR/MS 0520-1-2-.13(2)(a)
4. Public Acts of 2016, Chapter No. 1080(d)(5)(B)

Cross References

Executive Committee 1.301

Marshall County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Interscholastic Athletics	Descriptor Code: 4.301	Issued Date: 05/09/22
		Rescinds: 4.301	Issued: 06/14/21

1 No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, be
2 treated differently from another person, or otherwise be discriminated against in any athletic program of
3 the school. Equal athletic opportunity shall be provided for members of both sexes.¹ Student athletes
4 shall only be allowed to participate in athletic activities or events that align with the student's sex
5 indicated on his/her original birth certificate.⁷ The Director of Schools/designee shall require the
6 parent/guardian to provide the student's original birth certificate prior to participation in any
7 interscholastic athletics. If the original birth certificate is not available or does not indicate the student's
8 sex at the time of birth, the parent/guardian shall provide medical documentation showing evidence of
9 the student's sex at birth.

10 Interscholastic athletics shall be administered as a part of the regular school program and shall be the
11 principal's responsibility. Principals shall ensure that school regulations regarding participation in a sport
12 are reasonable. Athletic schedules shall be filed in each school principal's office. The principal or his/her
13 designee must accompany an athletic team on trips. Transportation of teams to athletic games is approved
14 by the Board, provided the team's school reimburses the Board for mileage.

15 Bylaws of the Tennessee Secondary School Athletic Association shall regulate the operation and control
16 of athletics.² The Director of Schools shall develop a code of conduct for all coaches to follow in order
17 to ensure the health and safety of athletes.⁸

18 **INSURANCE & PHYSICAL EXAMINATIONS**

19 In the event that the school's insurance provider does not extend coverage to an athlete, that athlete must
20 provide proof of independently secured catastrophic coverage and liability coverage, with the school
21 system as a named insured, of not less than the limits set forth in TCA § 29-20-403.

22 There shall be a complete annual physical examination of every student prior to his/her participation in
23 interscholastic athletics.³ Cost of the examination shall be borne by the parent or guardian of the student.
24 These records shall be on file in the principal's office. It shall be the responsibility of the parent(s) or
25 guardian(s) to provide health and hospitalization insurance for all students participating in interscholastic
26 athletics.

27 **SCHEDULING CONFLICTS**

28 No principal or teacher of any school under the control of the Board shall dismiss his/her school or any
29 group of students for the purpose of attending the practice of any interscholastic sport during the school
30 day without written permission from the Board. This does not prevent the inclusion of regular physical
31 training lessons in the daily school program.⁴

1 Students shall not be required to attend a school athletic event, or event related to participation on a
 2 school athletic team, if the event is on an official school holiday, observed day of worship, or religious
 3 holiday. The student's parent or legal guardian shall notify the coach in writing three (3) full school days
 4 prior to the event.⁶

5 A homeschooled student may participate in interscholastic athletics at the public school to which the
 6 student would be assigned provided the student meets the academic, conduct, and health standards
 7 required of other participants. The student must register with the LEA for homeschool ~~no later than~~
 8 ~~August 1~~ and must file the student's intent to participate in athletics ~~prior to August 15 of the school year~~
 9 **before the first official practice date in the sport.**

10 Students shall not be disqualified from participation on a school athletic team solely on the basis of
 11 participation in another sport except where the season overlaps by more than two weeks.

12 Coaches, employees, and volunteers of the school district shall not encourage, permit, condone or
 13 tolerate hazing activities.⁵

14 **SEVERE WEATHER⁸**

15 Severe weather is any type of weather that could impede the safety of any athlete by compromising the
 16 playing conditions of the interscholastic sport. Severe weather includes, but is not limited to, thunder,
 17 lightning, and extreme temperatures. When severe weather is forecasted, suspension of play shall be
 18 discussed with all players, coaches, and officials, if applicable.

19 All coaches who oversee or participate in outdoor training, practice, or competition shall annually
 20 complete a heat illness prevention course approved by the Tennessee Department of Health as well as
 21 receive training on activity modifications based on environmental conditions.

22 **PROHIBITION AGAINST HAZING**

23 Coaches, employees, and volunteers of the school district shall not encourage, permit, condone, or
 24 tolerate hazing activities.⁵

Legal References:

1. Title IX, Education Amendment of 1972, 20 U.S.C. §1681, et seq.; 34 CFR §106.41
2. TRR/MS 0520-1-2-.08(1)
3. TRR/MS 0520-1-3-.08(2)(b)
4. TCA 49-6-1002
5. TCA 49-2-120
6. Public Acts of 2017, Chapter No. 260
7. Public Acts of 2021, Chapter No. 40
8. Public Acts of 2021, Chapter No. 272

Cross Reference:

- Attendance 6.200
 Student Insurance Program 3.601

Marshall County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Student Assignment and Transfers Within the System	Descriptor Code: 6.205	Issued Date: 05/09/22
		Rescinds: 6.205	Issued: 07/12/21

1 ASSIGNMENT TO SCHOOLS

2 Students, including those in kindergarten, are expected to attend the school to which they are assigned
3 according to the bus route on which they reside¹ (Lewisburg, Cornersville, or Chapel Hill).

4 TRANSFERS WITHIN THE SYSTEM

5 ~~Parents who wish to enroll their children in any other school in the system different from the school~~
6 ~~assigned according to the bus route on which they reside, must make a written request to the director of~~
7 ~~schools two (2) weeks prior to the beginning of the schoolyear. Consideration will be given to the~~
8 ~~request, if the parent provides transportation to and from that respective school³, if the choice does not~~
9 ~~cause overcrowding in the school, if both principals agree to allow the enrollment, and with the approval~~
10 ~~of the director of schools or designee.~~

11 ~~Each year, the Director of Schools/designee shall review the number of spaces available in each school~~
12 ~~by grade, class, and program levels. This information shall be posted by April 1st on the district's website~~
13 ~~along with the dates of the district's open enrollment period. The open enrollment period shall last for~~
14 ~~thirty (30) days and information about the number of seats available shall be posted for at least fourteen~~
15 ~~(14) days prior. The Director of Schools/designee shall reserve a reasonable number of enrollment spaces~~
16 ~~at each school to account for the enrollment of zoned students, siblings of students, and students who~~
17 ~~have a parent/guardian employed at the school.²~~

18 ~~During the district's open enrollment period each year, a parent/guardian may request that his/her child~~
19 ~~attend a school within the district other than the one to which the child is zoned. The Director of~~
20 ~~Schools/designee shall review such requests, and if adequate space is available, grant such transfers. If~~
21 ~~the number of requests exceeds the number of available spaces, the Director of Schools/designee shall~~
22 ~~implement a lottery to fill the available spaces.~~

23 ~~The open enrollment process shall be completed before other nonresident transfers are approved.~~

24 ~~Parents who are dissatisfied with the assignment of their children may, within ten (10) days after the~~
25 ~~assignment, make application to the Board for a hearing requesting a transfer to another school.²~~

26 ~~Once accepted, the student shall provide his/her own transportation to and from the school. The student~~
27 ~~must maintain satisfactory attendance, behavior, and effort to remain in the new school.~~

28 ~~Students who have a change in residence that changes their bus route assignment will be enrolled at the~~
29 ~~school for which they are assigned by virtue of their new bus route.~~

1 Students whose families transfer their residence to another school area after the first month of school
2 may complete the school year at their former school if they choose to do so, but must provide their own
3 transportation to the former school.

4 Students who present evidence that they will move during the school year and who desire to enroll in a
5 new school in the new area may do so with prior written request to the director of schools for a change
6 of school area, and if they provide their own transportation to the new school. The director of schools
7 may grant exceptions to this policy for good and sufficient reasons.

8 Students who are currently enrolled remain in their current schools.

9 The status of any student (due to overcrowding, discipline problems, attendance issues, etc.) may be
10 evaluated annually by the director of schools and the school principal.

11 **ASSIGNMENT TO CLASSES**

12 The principal shall be responsible for assigning all students to classes. ~~Elementary students shall be~~
13 ~~assigned to teachers based on a system-wide matrix.~~

14 Students who enter the system from another school system shall be placed by the principal in the grade
15 and/or level as indicated by records from the former school. If the student's placement is inappropriate
16 in the grade or level assigned, he/she may be reassigned by the principal to another grade level. Parents
17 shall be kept advised.

18 Students who are currently enrolled remain in their current schools.

19 The principal shall separate an alleged victim of child sexual abuse from an alleged perpetrator if the
20 abuse allegedly occurred while the child was under the supervision or care of the school. If available and
21 appropriate, a child shall be reassigned if a request is made by the child's parent or custodian and the
22 perpetrator has been: (1) substantiated by the department of children's services; (2) adjudicated by a
23 juvenile court to have committed the child sexual abuse; or (3) criminally charged.

24 **~~TRANSFERS WITHIN THE SYSTEM~~**

25 ~~Transfer students will meet the same enrollment requirements as new students.~~

26 ~~Up to two (2) weeks prior to the beginning of the school year, a student may choose to attend a school~~
27 ~~within the system other than the one to which he/she is enrolled.**~~

28 ~~Parents who wish to transfer their children to another school in the system and have not changed~~
29 ~~residences must make a written request to the director of schools two (2) weeks prior to the beginning~~
30 ~~of the school year. Consideration will be given to the request, if the parent provides transportation to and~~
31 ~~from that respective school³, if the choice does not cause overcrowding in the school, if both principals~~
32 ~~agree to allow the enrollment, and with the approval of the director of schools.~~

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Legal References:

1. TCA 49-6-3102 through 3103; OP Atty. Gen. 99-055 (March 9, 1999)
 - ~~2. TCA 49-6-3201~~
 - ~~3. TCA 49-2-128~~
 2. TCA 49-6-3113
- **Not effective in event of federally-mandated desegregation order.