

GMSD Work Session
October 20, 2020 5:00 PM
Board Room, GMSD Office

1. Annual Review/ Revision of Policies
2. 2020 LEA Compliance Report
3. Miscellaneous FY 20-21 Budget Amendment # 12
4. Houston Middle Boys' Basketball Activity Fees
5. Farmington Stage Expansion
6. Master Facilities Plan Update
7. Houston Middle Addition
8. Further Business

Policy Revision Notes – 10.20.2020

Policy 4.602

Honor Roll, Awards & Class Ranking Revisions

- A. Updated descriptor term from “Class Ranking” to read “Laude System”
- B. “Class Ranking” on line 10 updated to “Laude System”
- C. Removed language for graduating classes 2014 – 2018 dealing with valedictorian and salutatorian as no longer pertinent : lines 11 - 17
- D. Removed “Effective with the graduating class of 2019” as no longer necessary, while maintaining the pertinent information
- E. Removed language in lines 20-22 dealing with determinations of valedictorian and salutatorian
- F. Removed note of “Effective with graduating class of 2017” while maintaining pertinent information regarding online courses as factors in GPA
- G. Revised lines 26 – 2 (p.2)
 - to include language clarifying the absence of numerical ranking;
 - removed language identifying individual class ranking reports ;
 - removed terms “valdictorian and salutatorian”;
 - included language to clarify the procedure of choosing “from a pool of interested summa cum laude students” & “Determinations to be made by a committee through rubric scoring”
- H. Revised deciles to note GPA ranges for each range of academic distinction
- I. Added additional cross reference to policy 4.604 Credit for Prior Courses

Policy 4.604

Credit for Prior Courses Revisions

- A. Revised language to include GMSD feeder schools; revised language to read “successfully completed” to replace “have taken” ; included the phrase “outside GMSD” ; updated current course title to “U.S. History & Geography”
- B. Included language to note a “written exam” and “based on the academic standards”
- C. Added additional language to:
 - clarify necessary procedures and metrics required for rewarding credits [4-6]
 - added additional language to note the awarding of elective credits and the exemption of credit by exam from GPA calculations [7]
 - clarified the requirement to meet minimum requirements of 22 credits earned in grades 9-12 [8]

Policy 4.605

Graduation Requirements Revisions

- A. Added additional language to cross-reference Policy 4.604 requiring 22 credits “irrespective of credits earned by exam”

Germantown Municipal School District			
Monitoring: Review: Annually, in March	Descriptor Term: Honor Roll, Awards, & Laude System DRAFT REVISION	Descriptor Code: 4.602	Issued Date: 10/20/2020 02/11/19
		Rescinds: 4.602	Issued: 12/18/17

HONOR ROLL

Honor roll students shall be determined by standards recommended by the Superintendent and approved by the Board. Unless a student or the parent/guardian of a student objects, the names of honor roll students may be released to the news media.

AWARDS AND CONTESTS

Prior to a school department or club presenting honors or awards or conducting contests, the school’s principal shall approve such honor, award, or contest. Following approval, the principal shall keep on file the name of the honor, award or contest; the basis for selection of the award or honor; the method of participation; and the reason for the contest.

LAUDE SYSTEM

Only courses completed for credit in grades 9, 10, 11, and 12 shall be counted toward the grade point average.

Online courses taken outside of the GMSD high school will not count toward grade point average unless approved for credit recovery purposes.

All IB classes in grades 9 and 10 will count as honors courses.

Effective with the graduating class of 2021, GMSD will not rank students numerically; a laude system will be used to distinguish three ranges of academically high performing students based on cumulative weighted grade point average. Two honorary graduation speakers will be chosen from a pool of interested summa cum laude students after the completion of the seventh semester. Determinations will be made by committee through rubric scoring.

Summa cum laude (with highest honor/praise): 4.25 and above

Magna cum laude (with great honor/praise): 4.00 - 4.24

Cum laude (with honors/praise): 3.75 - 3.99

Cross References

Alternative Credit Options 4.209

Grading System 4.600

Credit for Prior Courses 4.604

Graduation Requirements 4.605

Germantown Municipal School District

Monitoring: Review: Annually, in April	Descriptor Term: Credit for Prior Courses DRAFT REVISION	Descriptor Code: 4.604	Issued Date: 10/20/2020 05/15/17
		Rescinds: 4.604	Issued: 09/18/14

Current GMSD students attending a Houston High School feeder school, will receive elective credit for high school courses successfully completed in middle school. Students enrolled in grades 9 - 12 who have successfully completed the equivalent to a high school level course in a middle school outside GMSD may earn elective high school credit for graduation, except in U.S History & Geography, under the following guidelines:¹

1. Students entering from outside GMSD shall be given a comparable comprehensive written examination for the course based on the academic standards required for students in grades nine (9) through twelve (12) who earned credit for graduation;
2. The examination shall provide evidence that a student has mastered all of the terminal objectives in the applicable curriculum framework adopted by the State Board of Education and shall be scored and graded on the same scale as for students who are enrolled in the course for which credit is being given;
3. Students must have earned a grade of “C” or better in the course in order to qualify to take the examination;
4. Houston High School must receive an official transcript or grade report from the previous school documenting the completion of a high school level course for high school credit; and
5. Students must score a 70% or better on the examination in order to receive elective credit toward high school graduation.
6. The high school transcript of students who score a 70% or better on the qualifying examination will be amended with the course name and the grade noted on the official transcript or grade report provided by the previous school. If a letter grade is provided, the letter grade will be converted to a numerical average in accordance with the GMSD grade conversion procedure.
7. Grades for credits awarded by exam will count as elective credits on student transcripts but will not be included in GPA calculations (GMSD 4.602); and
8. Students receiving elective credit from middle school will be held to the prescribed twenty-two (22) credit minimum to receive a regular high school diploma.

The Superintendent or his/her designee shall develop procedures for:

1. Making application for credit;
2. Administering and scoring the examination; and
3. Record keeping to ensure the proper credit is given.

Legal References

1. TRR/MS 0520-01-03-.06(2); TCA 49-6-1202

Cross References

1. Honor Roll, Awards, & Class Ranking 4.602
2. Graduation Requirement 4.605

Germantown Municipal School District			
Monitoring: Review: Annually, in March	Descriptor Term: Graduation Requirements DRAFT REVISION	Descriptor Code: 4.605	Issued Date: 10/20/2020 02/11/19
		Rescinds: 4.605	Issued: 04/16/18

General

To meet the requirements for graduation, a student shall have attained an approved attendance, conduct and subject matter record which covers a planned program of education, and such record shall be kept on file in the high school.

The program of studies shall include areas required by the State Board of Education.

The courses which shall be required of all students in grades nine (9) through twelve (12) shall be in accordance with the Rules and Regulations of the State Board of Education.

TRADITIONAL HIGH SCHOOL DIPLOMA REQUIREMENTS

Before graduation, every student shall:¹

1. Achieve the specified twenty-two (22) units of credit while enrolled in grades 9-12 and irrespective of credits earned by exam
2. Take the required end-of-course exams;
3. Have satisfactory records of attendance and conduct;
4. Take the ACT or SAT examination; and
5. Take a United States civics test.³

Course Graduation Requirements:

- English 4 credits
- Mathematics 4 credits
- Science 3 credits
- Social Studies 3 credits
- Personal Finance 0.5 credit
- Wellness 1 credit
- Physical Education 0.5 credit
- World Language 2 credits
- Fine Arts 1 credit
- Elective Focus 3 credits (CTE or Liberal Arts)

SPECIAL EDUCATION STUDENTS⁴

Special education students who earn the prescribed twenty-two (22) credit minimum shall be awarded a regular high school diploma.

Students who have received the below diplomas shall continue to make progress towards a regular high school diploma until the end of the school year in which they turn twenty-two (22) years old.

Special Education Diploma

A special education diploma shall be awarded to students who have not met the requirements for a regular high school diploma,⁵ but have:

1. Completed four (4) years of high school;
2. Made satisfactory progress on their IEP; and
3. Maintained satisfactory records of attendance and conduct.

Occupational Diploma

Special education students who do not meet the requirements for a regular high school diploma may be awarded an occupational diploma if the student has:^{1,4}

1. Completed at least four (4) years of high school;
2. Made satisfactory progress on his/her IEP;
3. Maintained satisfactory records of attendance and conduct;
4. Completed the occupational diploma Skills, Knowledge, and Experience Mastery Assessment (SKEMA); and
5. Has two (2) years of paid or non-paid work experience.

The decision to attain an occupational diploma shall be made at the conclusion of the student's 10th grade year or two (2) academic years prior to the expected graduation date.

Alternative Academic Diploma

Special education students who do not meet the requirements for a regular high school diploma may be awarded an alternate academic diploma if the student has:⁴

1. Completed at least four (4) years of high school;
2. Participated in the high school alternate assessments;
3. Earned the prescribed twenty-two (22) credit minimum;
4. Made satisfactory progress on their IEP;
5. Maintained satisfactory records of attendance and conduct; and
6. Completed a transition assessment that measures postsecondary education and training, employment, independent living, and community involvement.

The required credits may be earned either through the state-approved standards or through alternate academic diploma modified course requirements approved by the State Board of Education. A student who earns an alternate academic diploma shall continue to be eligible for services under IDEA until he or she receives a regular high school diploma or through the school year in which the student turns twenty-two (22).

STUDENT LOAD

All full-time students in grades 9-12 shall be enrolled each semester in subjects that produce a minimum of six units of credit for graduation per year. Students with hardships and gifted students may appeal this requirement to the superintendent and then to the Board.⁶

EARLY GRADUATION⁷

High school students shall be permitted to complete an early graduation program. Students intending to graduate early shall inform the school principal of this intent prior to the beginning of 9th grade or as soon thereafter as the intent is known.

In order to graduate early, students must meet the following requirements:

1. Earn required eighteen (18) credits;
2. Score on-track or mastered level for each required end-of-course exam;
3. Attain a cumulative GPA of at least 3.2 on a 4.0 scale;
4. Meet the minimum ACT or SAT benchmark score;
5. Obtain a qualifying benchmark score on a world language proficiency assessment; and
6. Complete at least two (2) types of the following courses:
 - a. AP;
 - b. IB;
 - c. Dual enrollment;
 - d. Dual credit.

The superintendent shall ensure that the early graduation program is conducted in accordance with state law.

Legal References

1. TCA 49-6-6001; State Board of Education Policy 2.103
2. TCA 49-6-6001(b); State Board of Education Policy 2.103
3. TCA 49-6-408; State Board of Education Policy 2.103

Cross References

Honor Roll, Awards, & Class Ranking 4.602

4. TRR/MS 0520-01-03-.06(1)(a); State Board of Education Policy 2.103
5. TCA 49-6-6005; State Board of Education Policy 2.103
6. TRR/MS 0520-01-03-.03(6)
7. TCA 49-6-8303; State Board of Education Policy 2.103

Germantown Municipal School District			
Monitoring: Review: Annually, in April	Descriptor Term: Credit for Prior Courses	Descriptor Code: 4.604	Issued Date: 10/20/2020 05/15/17
		Rescinds: 4.604	Issued: 09/18/14

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1. Students entering from outside GMSD shall be given a comparable comprehensive written examination for the course based on the academic standards required for students in grades nine (9) through twelve (12) who earned credit for graduation;
2. The examination shall provide evidence that a student has mastered all of the terminal objectives in the applicable curriculum framework adopted by the State Board of Education and shall be scored and graded on the same scale as for students who are enrolled in the course for which credit is being given;
3. Students must have earned a grade of “C” or better in the course in order to qualify to take the examination;
4. Houston High School must receive an official transcript or grade report from the previous school documenting the completion of a high school level course for high school credit; and
5. Students must score a 70% or better on the examination in order to receive credit toward high school graduation.
6. The high school transcript of students who score a 70% or better on the qualifying examination will be amended with the course name and the grade noted on the official transcript or grade report provided by the previous school. If a letter grade is provided, the letter grade will be converted to a numerical average in accordance with the GMSD grade conversion procedure.
7. Grades for credits awarded by exam will count as credits on student transcripts but will not be included in GPA calculations (GMSD 4.602); and
8. Students receiving credit from middle school will be held to the twenty-two (22) credit minimum to receive a regular high school diploma. As required by state graduation

requirements, students must complete four (4) math courses and three (3) science courses while enrolled in grades 9-12.

The Superintendent or his/her designee shall develop procedures for:

1. Making application for credit;
2. Administering and scoring the examination; and
3. Record keeping to ensure the proper credit is given.

Legal References

1. TRR/MS 0520-01-03-.06(2); TCA 49-6-1202

Cross References

1. Honor Roll, Awards, & Class Ranking 4.602
2. Graduation Requirement 4.605

2020 Local Education Agency Compliance Report

Local education agencies (LEAs) are required to comply with all federal and state education laws and State Board of Education (SBE) rules. This annual compliance report is one mechanism the department uses to ensure education laws and rules are faithfully executed. The commissioner of education is charged with taking corrective action when an LEA is noncompliant with those laws and rules or is not following a department-approved compliance plan.

LEAs must complete this report and, if applicable, the corrective action form, and submit it to the department by **November 30, 2020**. During completion, each LEA should carefully check the status of its compliance with all federal and state education laws and SBE rules. The department verifies and monitors LEA compliance via multiple data sources (e.g., Education Information System, internal program managers), and will consider those sources when making final decisions regarding an LEA's compliance status. Beginning school year 2020-21, the department is formally reinstating LEA approval classifications as outlined in SBE Rule [0520-01-02-.01](#). Annual compliance report data may inform an LEA's approval classification.

I certify that the LEA is in compliance with all federal and state education laws and SBE rules.

I certify that, with the exception of areas indicated in the attached corrective action plan, the LEA is in compliance with all federal and state education laws and SBE rules.

LEA Name:

Director of Schools/Superintendent Name:

Director of Schools/Superintendent Signature:

School Board Chair Name:

School Board Chair Signature:

Date of School Board Approval:

UPLOAD COMPLETED REPORT TO ePlan BY **NOVEMBER 30, 2020**
(including the corresponding corrective action plan if applicable)
Upload instructions are accessible [here](#).

Appendix A

Noncompliance Corrective Action Plan

Instructions: Below is a sample corrective action plan. Using the provided template, report all areas of noncompliance and include corrective action details. Click the attachment (paper clip) icon in the navigation pane of this PDF to access the Word version of the template, which is editable.

Area of Noncompliance	Scope and Reason(s) for Noncompliance	Corrective Action Step(s)	Person(s) Responsible	Anticipated Completion Date(s)
T.C.A. § 49-5-413(a) – Background Checks	Due to a misunderstanding of T.C.A. § 49-5-413(a) compliance requirements, 104 employees hired prior to 2000 have not been fingerprinted.	<ul style="list-style-type: none"> ▪ Notify the 104 impacted employees and their supervisors of the outstanding requirement and next steps in writing. ▪ Coordinate fingerprinting scheduling, results processing, and related communications. ▪ Notify the TDOE director of LEA approval of compliance plan completion. 	<p>Human Resources Director</p> <p>Human Resources Director</p> <p>Human Resources Director (with director of schools copied)</p>	<p>October 12, 2020</p> <p>October 13 – December 4, 2020</p> <p>December 7, 2020</p>
T.C.A. § 49-1-104 - Average Class Size	While no individual K–12 classes within the district exceed the maximum number of students, class size averages at the three elementary schools are not in compliance.	The commissioner approved our corresponding waiver request on August 6, 2020.	NA	NA

Appendix B

For your convenience, the following is a list of helpful links to various state education laws and SBE rules available online.

Public chapters regarding education passed during the 2020 legislative session:

https://www.tn.gov/content/dam/tn/education/legal/2020_legislative_report_version1.pdf

Current and pending SBE rules:

<https://www.tn.gov/sbe/rules--policies-and-guidance.html>

SBE frequently asked questions:

<https://www.tn.gov/sbe/about-us/frequently-asked-questions.html>

Tennessee Code Annotated:

<http://www.lexisnexis.com/hottopics/tncode/>

If you have questions regarding applicable laws or SBE rules, please contact the department's deputy general counsel, Lee Danley, at (615) 253-1550 or Lee.Danley@tn.gov.



Germantown Municipal School District Budget Amendment

Fiscal Year: 2020 - 2021

Amendment # 12

GMSD Acct #	GMSD Acct	Original Budget	Approved Changes	Requested Changes	Amended Budget
141-46981-641	Safe Schools/School Safety Grants Revenues	60,703	-	63,410	124,113
141-72130-399	Other Contracted Services	-	-	4,320	4,320
141-72130-524	In-service/Staff Development	-	-	8,000	8,000
141-72130-790	Other Equipment	-	-	7,245	7,245
141-72210-189	Other Salaries & Wages	60,703	-	1	60,704
141-72210-599	Other Charges	-	-	8,826	8,826
141-72210-790	Other Equipment	-	-	35,018	35,018

REASON FOR AMENDMENT:

To appropriate Safe Schools and School Safety Grants revenues. Funds will be used for school radios, National Safe Schools Conference, signage, and cameras.

APPROVAL / DENIAL:

_____ Budget revision is approved effective _____.

_____ Budget revision is denied for the following reason(s):

GMSD Board Chair _____
Date

GMSD Superintendent _____
Date

Boys' Basketball Activity Fee Houston Middle School 2020-21

\$250.00	Apparel Packet Per Student
\$70.00	Amount Per Player to Cover Coach's stipend for the 6th grade team
\$20.00	Amount Per Player to Cover equipment and other needs for team.

\$340.00 Total Student Fee

*The Head Coach for the Varsity team will also be the head coach for the the 6th grade team. (Coach Cook)



EVANS TAYLOR FOSTER CHILDRESS ■ ARCHITECTS

October 15, 2020

Mr. Aaron Law
Operations Coordinator
Germantown Municipal School District
3350 S. Forest Hill Irene Road
Germantown, TN 38138

RE: Bid Tabulation Recommendation for Cafetorium Stage Expansion at Farmington Elementary
Germantown Municipal School District
Germantown, TN

Dear Mr. Law,

Please find the attached Bid Tabulation from the bid on 10-14-2020 for the above referenced project. It is our recommendation to proceed with vetting the apparent low bidder (Wagner General Contractors). During vetting discussion with Wagner General Contractors, if they feel comfortable with their bid and can verify all scope items are covered, we recommend proceeding with Wagner General Contractors for the project.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ladd Garey', with a stylized flourish at the end.

Ladd Garey, AIA

Farmington Elementary School - Stage Expansion - BID FY2021-02

Bid Date: 10-14-2020 @ 2:00 P.M.

Base Bid	Wagner General Contractors	A & B Construction	Design Specialties & Construction	Grinder, Taber & Grinder	Terry Bell Construction
Stage Expansion as specified	\$ 129,800.00	\$ 141,492.00	\$ 148,289.00	\$ 155,009.00	\$ 157,777.00
Add Alternate #1 add light fixture as specified	\$ 1,850.00	\$ 1,635.00	\$ 1,799.99	\$ 2,022.00	\$ 1,688.00
Add Alternate #2 Install Chauvet LED Followspot as specified	\$ 1,300.00	\$ 1,133.00	\$ 1,279.54	\$ 1,459.00	\$ 1,169.00
Performance Bond Per Thousand	\$ 10.00	\$ 25.00	\$ 25.00	\$ 9.00	\$ 25.00
Bid Bond %	5%	5%	5%	5%	5%
Required Documents					
Addendum Acknowledgement	yes	yes	yes	yes	yes
Contractor's License #	yes	yes	yes	yes	yes
Expiration Date	yes	yes	yes	yes	yes
Electrical Subcontractor License #	yes	yes	yes	yes	yes
Expiration Date	yes	yes	yes	yes	yes
Subcontractor's Name	Rush Electric	Rush Electric	Rush Electric	Rush Electric	Rush Electric
Contractor's References	yes	yes	yes	yes	yes
Drug and Alcohol Testing Form	yes	yes	yes	yes	yes
Iran Divestment Act	yes	yes	yes	yes	yes
Certification of Understanding	yes	yes	yes	yes	yes
Bid Certification Page	yes	yes	yes	yes	yes
Certificate of Liability Insurance	yes	yes	yes	yes	yes

Farmington Elementary School - Stage Expansion - BID FY2021-02

Bid Date: 10-14-2020 @ 2:00 P.M.

	Wagner General Contractors	A & B Construction	Design Specialties & Construction	Grinder, Taber & Grinder	Terry Bell Construction
Base Bid					
Stage Expansion as specified	\$ 129,800.00	\$ 141,492.00	\$ 148,289.00	\$ 155,009.00	\$ 157,777.00
Add Alternate #1					
add light fixture as specified	\$ 1,850.00	\$ 1,635.00	\$ 1,799.99	\$ 2,022.00	\$ 1,688.00
Add Alternate #2					
Install Chauvet LED Followspot as specified	\$ 1,300.00	\$ 1,133.00	\$ 1,279.54	\$ 1,459.00	\$ 1,169.00
Performance Bond					
Per Thousand	\$ 10.00	\$ 25.00	\$ 25.00	\$ 9.00	\$ 25.00
Bid Bond %					
	5%	5%	5%	5%	5%
Required Documents					
Addendum Acknowledgement	yes	yes	yes	yes	yes
Contractor's License #	yes	yes	yes	yes	yes
Expiration Date	yes	yes	yes	yes	yes
Electrical Subcontractor License #	yes	yes	yes	yes	yes
Expiration Date	yes	yes	yes	yes	yes
Subcontractor's Name	Rush Electric	Rush Electric	Rush Electric	Rush Electric	Rush Electric
Contractor's References	yes	yes	yes	yes	yes
Drug and Alcohol Testing Form	yes	yes	yes	yes	yes
Iran Divestment Act	yes	yes	yes	yes	yes
Certification of Understanding	yes	yes	yes	yes	yes
Bid Certification Page	yes	yes	yes	yes	yes
Certificate of Liability Insurance	yes	yes	yes	yes	yes