

**GMSD Work Session**  
**November 30, 2021 5:00 PM**  
Board Room, GMSD Office

1. Revision of Policies after One Reading
2. Purchase of Interactive Flat Panel Bundles for Houston Middle School
3. Tuition
4. Further Business

# Germantown Municipal School District

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term: <b>Discipline Policy*</b>	Descriptor Code: <b>6.313</b>	Revised Date: <b>12/**/21</b>
		Rescinds: <b>6.313</b>	Issued: <b>09/24/20</b>

1 **\*To become effective January 1, 2022**

2 This Policy applies to behavior violations that take place on school grounds; property under the school's  
3 jurisdiction during school hours; at bus stops; *en route* to and from school, but not limited to, school  
4 buses; off grounds at school-sponsored activities; or off school grounds if the behavior is disruptive to  
5 the learning environment or constitutes a threat to the safety, health, or welfare of a student or students  
6 and/or school personnel. The following categories of misbehavior and disciplinary procedures and  
7 options are designed to protect all members of the educational community in the exercise of their rights  
8 and duties.<sup>1</sup> Alternative disciplinary practices such as parent/student  
9 teacher conference, parent/student administrator conference, consultation with school counselor or  
10 district social worker, referral to outside agencies when necessary, behavioral accommodations,  
11 behavioral contracts or plans, loss of privileges, and individual incentive plans, shall be used when  
12 disciplining kindergarten and pre-kindergarten students. In these grades, exclusionary discipline shall  
13 only be used as a measure of last resort.

14 For infractions not specifically listed below, school Principals shall assign discipline in accordance  
15 with the category that appears to be comparable to the offenses specifically listed in the category.

16 This document is not intended to be exclusive or all-inclusive. Its purpose is to maintain a safe learning  
17 environment. Disciplinary measures shall be implemented in a way that:

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

25 In order to ensure that these goals are accomplished, the school district shall utilize the following  
26 trauma-informed discipline practices: behavior intervention plans, consultation with school  
27 counselor or district social worker, referral to outside agencies, multi-tiered  
28 system of supports, incentives, and restorative practices.<sup>2</sup>

1 **MISBEHAVIORS: *Category A – State Zero Tolerance***

2 ***Examples of Behaviors (not an exclusive listing):***

- 3 1. Aggravated assault resulting in serious bodily injury upon any teacher, Principal,  
4 administrator, any other employee of an LEA or SRO;
- 5 2. Unlawful possession, sale, or evidence of use of any drug, including controlled  
6 substances, as defined by T.C.A. § 39-17-402 - § 39-17-415, controlled  
7 substance analogues, as defined by T.C.A. § 39-17-454, or legend drugs, as  
8 defined by T.C.A. § 53-10-101, on school property, or property under the  
9 school’s jurisdiction during school hours, or at a school-sponsored activity.
- 10 3. Unauthorized possession of a firearm on school property, or property under the  
11 school’s jurisdiction during school hours, or at a school-sponsored event.

12 **Disciplinary Options: Students found guilty of a Category A offense shall be suspended for 180**  
13 **days. Notification will be made to law enforcement authorities. Any modification of this penalty**  
14 **can only be made by the Superintendent.**

15 In addition to the consequences listed above, the following may be necessary:

- 16 • Referral to school counselor/district social worker or transition specialist  
17 • Development of behavior plan/determination of additional supports  
18 • Referral to outside agency

19 **MISBEHAVIORS: *Category B***

20 ***Examples of Behaviors (not an exclusive listing):***

- 21 1. Possession of a knife or any other potentially lethal weapon, taser, or explosive  
22 on school property or at a school-sponsored activity;
- 23 2. Evidence of drinking or possession of alcoholic beverages in school or at a  
24 school sponsored activity;
- 25 3. Off-campus criminal behavior resulting in a felony charge, when the behavior  
26 poses a danger to persons or property or disrupts the educational process;
- 27 4. Gang Activities- Activity that is threatening and/or intimidating, harassing in  
28 nature or recruiting; gang notebook with pledges, codes and symbols that are  
29 used in communication such as threats and warnings and recruiting; gang related  
30 fights, and all types of violent acts; gang graffiti especially drawn on school  
31 property; electronic devices with recognized gang text, gang symbols/signs, and  
32 language or actions that are threatening and or intimidating;

- 1                    5. Evidence of use or possession of drug paraphernalia, substances for huffing, any  
2                    substance under guise of it being a controlled substance or prescription drug,  
3                    and/or medical preparations without proper medical authorization;
- 4                    6. Possession, use, or distribution of counterfeit money on school property or at any  
5                    school sponsored activity;
- 6                    7. Assault and/or battery upon any teacher, administrator, school resource officer,  
7                    or any other employee of GMSD;

8    **Disciplinary Options: Students found guilty of a Category B offense shall be suspended for 180**  
9    **days, unless modified via the DHA appeal process. Notification will be made to law enforcement**  
10 **authorities.**

11 In addition to the consequences listed above, the following may be necessary:

- 12                    • Referral to school counselor/district social worker or transition specialist
- 13                    • Development of behavior plan/determination of additional supports
- 14                    • Referral to outside agency

#### 15 **MISBEHAVIORS: *Category C***

#### 16 ***Examples of Behaviors (not an exclusive listing):***

- 17                    1. Threatening bodily harm to **any student or** school personnel, including  
18                    transmitting by an electronic device any communication containing a credible  
19                    threat to cause bodily injury or death to a school employee and the transmission  
20                    of such threat creates actual disruptive activity at the school that requires  
21                    administrative intervention;
- 22                    2. Making a threat, including a false report, to use a bomb, dynamite, any other  
23                    explosive or destructive device, including chemical weapons, on school property  
24                    or at a school-sponsored event;
- 25                    3. Smoking and or the possession of tobacco products by students while in or on  
26                    school properties or under the school's jurisdiction during school hours or while  
27                    participating in a school-sponsored event. This also includes electronic cigarettes  
28                    and/or vapors;
- 29                    4. Any gang related activity or action not specified in Category B;
- 30                    5. Malicious destruction of or damage to school property, including the property of  
31                    any person attending or assigned to the school;
- 32                    6. Stealing or misappropriation of school property or personal property (regardless  
33                    of the intent to return);
- 34                    7. Immoral disreputable conduct;

- 1 8. Insubordination with any teacher, administrator, school resource officer, or any  
2 other employee of the LEA;
- 3 9. Making a false report of harassment, intimidation, bullying, cyberbullying or  
4 hazing;
- 5 10. Providing false evidence in a harassment, intimidation, bullying, cyberbullying  
6 or hazing investigation;

7 **Disciplinary Options: When appropriate for Category C offenses, notification will be made to**  
8 **law enforcement authorities**

- 9 ○ Restitution
- 10 ○ Referral to school counselor/district social worker or transition specialist
- 11 ○ Restorative practices
- 12 ○ Development of behavior plan/determination of additional supports
- 13 ○ Referral to outside agency
- 14 ○ In-School Suspension
- 15 ○ Out of School Suspension (1-10 days)
- 16 ○ Expulsion

17 **MISBEHAVIORS: *Category D***

18 ***Examples of Behaviors (not an exclusive listing):***

- 19 1. Open or continued defiant attitude or willful disobedience toward a member of  
20 school staff;
  - 21 2. Vulgar, profane, immoral disreputable, or rude remarks or non-verbal action(s)  
22 to a staff member or fellow student;
  - 23 3. Physical or verbal intimidation or threats to other students, including hazing;
  - 24 4. Threatening bodily harm to **any student or** school personnel, including  
25 transmitting by an electronic device any communication containing a credible  
26 threat to cause bodily injury or death to a school employee and the transmission  
27 of such threat creates actual disruptive activity at the school that requires  
28 administrative intervention;
  - 29 5. Fighting in or on school property or any area under the school's jurisdiction  
30 during school hours unless, in accordance with state law, the Principal  
31
- 32  
33

- 1 recommends no disciplinary action for a student who is deemed to have acted in  
 2 self-defense, including school bus stops;
- 3 6. Possession of mace or other disabling sprays;
- 4 7. Gambling
- 5 8. Inappropriate use of electronic media, including but not limited to: all calls (land  
 6 line, cell phone, computer generated), instant messaging, text messaging, audio  
 7 recording devices, iPods, MP3s, or any type of electronic music or entertainment  
 8 device, cameras, camera phones, and all social media;
- 9 9. Harassment on the basis of sex, race, religion, natural origin, ethnicity, gender,  
 10 disability;
- 11 10. Harassment, bullying, intimidation, cyberbullying, hazing;
- 12 11. Inciting, advising, or counseling of others to engage in any acts in Categories A,  
 13 B, or C;
- 14 12. Violating the GMSD Use of Internet policy (depending on severity)
- 15 13. Continuous and/or severe Category E offenses

16 **Disciplinary Options: When appropriate for Category D offenses, notification will be made to**  
 17 **law enforcement authorities.**

- 18 ○ Parent-Principal Conference
- 19 ○ Overnight Suspension
- 20 ○ Referral to guidance, prevention liaison, and/or social worker
- 21 ○ Restorative Practices
- 22 ○ Development of a behavior plan/determination of additional supports
- 23 ○ In-School Suspension
- 24 ○ Out-of-School Suspension (1-10 days)
- 25 ○ Expulsion

26 **MISBEHAVIORS: Category E**

27 ***Examples of Behaviors (not an exclusive listing):***

- 28 1. Disturbances of the classroom, cafeteria, or other school activity;

- 1                   2. Habitual and/or excessive classroom tardiness;
- 2                   3. Cutting class or leaving school grounds without permission;
- 3                   4. Being in an unauthorized area without permission;
- 4                   5. Possession of lighters or matches;
- 5                   6. Cheating and lying;
- 6                   7. Abusive language;
- 7                   8. Failure to do assignments or carry out directions;
- 8                   9. Inciting, advising, or counseling others to engage in any acts in any category;
- 9                   10. Wearing while on the grounds of a public school during the regular school day,  
10                   clothing that exposes underwear or body parts in an indecent manner that disrupts the  
11                   learning environment<sup>3</sup>;
- 12                   11. Violating the GMSD Use of Internet policy (depending on severity)

13    ***Disciplinary Options:***

- 14                   ○ Parent-Principal Communication
- 15                   ○ Verbal reprimand
- 16                   ○ Special Assignment
- 17                   ○ Restricting activities
- 18                   ○ Assigning work details
- 19                   ○ Counseling
- 20                   ○ Withdrawal of privileges
- 21                   ○ Strict supervised study
- 22                   ○ Restorative Practices
- 23                   ○ Detention
- 24                   ○ In-school suspension

25    Multiple infractions of any one or more of the offenses in Category E over a period of time by a  
26    student may result in an out-of-school suspension at the discretion of the school administrators.

**1 ADDITIONAL GUIDELINES:**

- 2 1. A student shall not be suspended solely because charges are pending against him/her in  
3 juvenile or other court.
- 4 2. A Principal shall not impose successive short-term suspensions that cumulatively exceed ten  
5 (10) days for the same offense.
- 6 3. A teacher or other school official shall not reduce or authorize the reduction of a student's  
7 grade because of discipline problems except in deportment or citizenship.
- 8 4. A student shall not be denied the passing of a course or grade promotion solely on the basis of  
9 absences except as provided by board policy.
- 10 5. A student shall not be denied the passing of a course or grade promotion solely on the basis of  
11 failure to:
  - 12 a. pay any activity fee;
  - 13 b. pay a library or other school fine; or
  - 14 c. make restitution for lost or damaged school property.

**15 MANDATORY TRAINING**

16 All GMSD teachers, administrators, school support staff, and school resource officers that are directly  
17 responsible for a student's education who interact with students on a professional basis, shall annually  
18 be trained in evidence-based behavior supports in regard to student behavior and discipline.

**19 AUTHORITY TO ENFORCE THE GMSD DISCIPLINE POLICY**

20 GMSD teachers and administrators that have received training in evidence-based behavior supports in  
21 regard to student behavior and discipline are authorized to enforce this GMSD Discipline Policy, in  
22 school, on school buses or at school-sponsored events, including but not limited to sporting events and  
23 approved field trips that take place away from school property.

**24 RELOCATION OF STUDENTS**

25 A. All GMSD teachers, administrators, school support staff, and school resource officers that are  
26 directly responsible for a student's education who interact with students on a professional basis,  
27 that have received training in evidence-based behavior support in regard to student behavior and  
28 discipline may:

- 29 a) relocate a student from the student's present location to another location if the student's safety  
30 or the safety of others is in jeopardy; reasonable or justifiable force may only be used if the  
31 student's safety or the safety of others is in jeopardy and cannot be avoided by using other  
32 means to relocate the student.

- 1  
2 b) intervene in physical altercations between two (2) or more students, or between a student and  
3 a GMSD employee using reasonable or justifiable force, only if necessary, to end the  
4 altercation by relocating the student to another location.

5 If steps beyond the use of reasonable or justifiable force are required, then the student must be allowed  
6 to remain in place until local law enforcement officers or school resource officers can be summoned to  
7 relocate the student or take the student into custody until a parent or guardian can retrieve the student.

8 B. a) Any GMSD teacher, administrator, school support staff, or school resource officer that  
9 relocates a student pursuant to the terms of this policy, shall file a brief report with the  
10 Principal detailing the situation that required the relocation of the student.

11 b) The report must be kept either in a student discipline file, in which case the report does not  
12 become a part of the student's permanent record, or it must be filed in the student's permanent  
13 record if the student's behavior violated the applicable zero tolerance policy.

14  
15 c) After the teacher administrator, school support staff, or school resource officer files the  
16 report, the student is subject to additional disciplinary action that may include suspension or  
17 expulsion for their school.

18  
19 d) The Principal/designee shall notify the teacher, administrator, school support staff, or school  
20 resource officer of the actions taken to address the behavior of the relocated student.

## 21 REFERRALS

22 As a method for managing student behavior, ensuring the safety of students and ensuring students the  
23 opportunity to learn in an orderly and disciplined classroom, a teacher may refer a student to the  
24 Principal/designee.

25 When a teacher refers a student to the Principal/designee, the teacher shall be notified in writing or  
26 electronically of the action taken.

27 Referrals shall be kept in a student discipline file and shall not become a part of the student's permanent  
28 record.

## 29 REMOVAL

30 I. A teacher may submit a written request to the Principal/designee to remove a student who  
31 repeatedly or substantially interferes with the teacher's ability to communicate effectively with  
32 the class or with the ability of the student's classmates to learn, if the student's behavior is in  
33 violation of this GMSD Discipline Policy. Said written request must include documentation that  
34 the teacher has previously:

- 35  
36 a) Taken action to address the student's disruptive behavior;

- b) Provided consequences for the student's disruptive behavior;
- c) Conducted an oral conference either by a documented telephone conversation or an in-person discussion with the student's parent or guardian regarding the student's disruptive behavior;
- d) Provided an opportunity for school counseling or other support services deemed appropriate to address the student's disruptive behavior;
- e) Developed and implemented a plan to improve the student's behavior in a conference with the student; and
- f) Issued a disciplinary referral to address the student's disruptive behavior.

- II.
- a) After the request for removal has been received by the Principal/designee, the Principal/designee must give the student oral or written notice of the grounds for the teacher's request to remove the student from the teacher's classroom.
  - b) If the student denies engaging in the conduct, then the Principal/designee must explain what caused the teacher to submit a request to the Principal/designee to remove the student from the teacher's classroom and give the student an opportunity to explain the situation.
  - c) If the student's account is deemed to be valid, albeit different from the teacher's account, and changes the Principal'/designee's perspective of the incident, then the Principal/designee must render a decision regarding the student's placement.

In regard to a teacher request to remove a student from the teacher's classroom Principals/designees shall take action consistent with this GMSD Discipline Policy, which may include:

- a) Assigning the student to another appropriate classroom for a specified period of time, or for the remainder of the student's assignment to the class from which the student was removed;
- b) Assigning the student to in-school suspension;
- c) Assigning the student to alternative school;
- d) Suspending the student;
- e) Requiring the parents or guardians of a student who is removed from a teacher's classroom and assigned to another classroom to participate in conferences before the student is permitted to return to the classroom from which the student was removed; or

- 1  
2 f) Denying the teacher's request to remove a student from the teacher's classroom and  
3 offering appropriate supports for the teacher to address the student's disruptive behavior.

4 Any action taken in response to a teacher's request to remove a student from a teacher's classroom must  
5 comply with all applicable policies, the Individuals with Disabilities Act, Section 504 of the  
6 Rehabilitation Act, the constitutions of the United States and the State of Tennessee, and all applicable  
7 federal and state civil rights laws.

## 8 **TEACHER APPEALS**

- 9 a) A teacher may file an appeal when the teacher's request to remove a student from the teacher's  
10 classroom is denied.

- 11 b) The appeal shall be in writing and addressed to the GMSD Assistant Superintendent of Student  
12 Services.

- 13 c) The appeal must be received by the GMSD Assistant Superintendent of Student Services within  
14 three (3) business days after the teacher receives the denial of the request to remove a student  
15 from the teacher's classroom.

- 16 d) The GMSD Assistant Superintendent of Student Services shall notify the teacher and  
17 Principal/designee, in writing about whether the denial of the request to remove the student from  
18 the teacher's classroom has been sustained or overruled.

- 19 e) The decision of the GMSD Assistant Superintendent of Student Services shall be final.

## 20 **NO RETALIATION**

21 A teacher shall not be terminated, demoted, harassed, or otherwise be retaliated against for filing a  
22 request for a student to be removed from the teacher's classroom, or for appealing a decision to deny the  
23 teacher's request to remove a student.

24 However, if a teacher abuses or overuses the student removal process provided in this policy, then the  
25 Principal/designee must address the abuse or overuse with the teacher and may require the teacher to  
26 complete additional professional development to improve the teacher's classroom management skills.

## 27 **ANNUAL REPORTS**

28 Each school shall annually report to the Superintendent, by July 1, the number of requests submitted by  
29 the school's teachers during the immediately preceding school year to remove a student from the  
30 teacher's classroom. The report must document the actions taken by the teacher's Principal/designee in  
31 response to each requests for a student's removal. The Superintendent must compile the data provided  
32 in each school's report and issue a district-wide report to the GMSD Board of Education by August 1  
33 following the July 1 deadline for school reports.

1 **ANNUAL REVIEW**

- 2 The GMSD Assistant Superintendent of Student Services must review the district's discipline policies  
3 and practices and data annually and recommend any necessary revisions to discipline policies to the  
4 GMSD Board of Education.

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Legal References

T.C.A. § 39-11-603

T.C.A. § 39-11-609

T.C.A. § 39-11-610

T.C.A. § 39-11-612

T.C.A. § 39-11-613

T.C.A. § 39-11-614

T.C.A. § 39-11-621

T.C.A. § 39-11-622

T.C.A. § 49-6-3701

T.C.A. § 49-6-3702

T.C.A. § 49-6-3703

T.C.A. § 49-6-3704

TCA § 49-6-4002 to 4005; 20 USCA § 7114, 7118

TCA § 49-6-4109

TCA § 49-6-4009

# Germantown Municipal School District

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term: <b>Safe Relocation of Students</b>	Descriptor Code: <b>6.4081</b>	Issued Date: <b>12/**/21</b>
		Rescinds:	Issued: <b>05/05/14</b>

**\*To become effective January 1, 2022**

~~Employees who are directly responsible for a student's education or who otherwise interact within the scope of their assigned duties may relocate a student from the student's present location to another location when such relocation is necessary for the student's safety or the safety of others.<sup>1</sup> Such employees may also intervene in a physical altercation between two or more students or between a student and an LEA employee. Reasonable force may be used to physically relocate or intervene in a conflict if a student is unwilling to cooperate.<sup>2</sup>~~

~~If an employee is unable to resolve the matter with the use of reasonable or justifiable force as required, the student shall be allowed to remain in place until such a time as local law enforcement officers or school resource officers can be summoned to relocate the student or take the student into custody until such time as a parent or guardian can retrieve the student.~~

~~In the event that physical relocation becomes necessary, the teacher shall immediately file a brief report of the incident with the building principal. If the student's behavior constitutes a violation of the Board's zero tolerance policy, then the report shall be placed in the student's permanent record. Otherwise, the report shall be kept in the student's discipline record, and not become a part of that student's permanent record. The principal or the principal's designee shall notify the teacher involved of the actions taken to address the behavior of the relocated student.~~

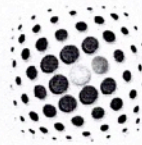
~~The director of schools shall create procedures to implement this policy consistent with State law. Each building principal shall fully support the employee's authority under this policy and fully implement the policy and procedures of the system.~~

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## Legal References

~~1. TCA 49-6-4008~~

~~2. TCA 39-11-603, 609-614~~



**CENTRAL**  
Technologies, Inc.

We have prepared a quote for you

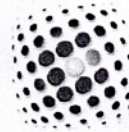
**ViewSonic - Houston MS / 35 panels on carts & 23  
carts**

Quote # 007370  
Version 1

Prepared for:

**Germantown Municipal School District**

Chris Cooper  
christopher.cooper@gmsdk12.org



Products

Description	Price	Qty	Ext. Price
IFP7550-E1 Viewsonic - 75" ViewBoard 4K Ultra HD Interactive Flat Panel Bundle - 75" LCD - ARM Cortex A53 1.20 GHz - 2 GB - Infrared (IrDA) - Touchscreen - 16:9 Aspect Ratio - 3840 x 2160 - LED - 350 Nit - 1,200:1 Contrast Ratio - 2160p - USB - HDMI - VGA	\$2,350.00	35	\$82,250.00
IFP-EW-70-02 Viewsonic Warranty/Support - 2 Year Extended Warranty - Warranty - On-site - Technical	\$0.00	35	\$0.00
IFP-WG-70-03 Viewsonic ViewCare White Glove - 3 Year Extended Service - Service - On-site - Maintenance - Parts & Labor - Physical Service	\$0.00	35	\$0.00
PROCOLOR-MOBILE200-3 Mobile Stand panels	\$499.00	35	\$17,465.00
PS725B Tripp Lite Power Strip 7 Outlet NEMA 5-15R AC 25' Cord 5-15P Black Housing - NEMA 5-15P - 7 x NEMA 5-15R - 25 ft Cord - 120 V AC Voltage - 1800 W - External	\$39.00	35	\$1,365.00
IFPD-Cart IFPD Delivery & Setup on Mobile Cart	\$250.00	35	\$8,750.00
PROCOLOR-MOBILE200-3 Mobile Stand panels	\$499.00	23	\$11,477.00
IFPD-Cart IFPD Delivery & Setup on Mobile Cart	\$250.00	23	\$5,750.00
Subtotal:			\$127,057.00

▶ Services Included

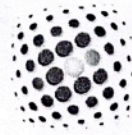
Professional Installation/Set-up by Central Tech  
 Training for teachers on panel and software

- 35 panels, installed on mobile carts with power strips.

- And 23 mobile carts with installation to move existing panels off the wall and onto the carts (just installed this summer). We can use the 23 power strips you are already shipping us for those.

Purchasing Vehicle

Description	Qty
SEVIER CONTRACT SEVIER CONTRACT 010419SCS	1



## ViewSonic - Houston MS / 35 panels on carts & 23 carts

Prepared by:  
**Central Technologies Inc**  
Chris Scoggins  
901-230-8490  
Fax 865-312-8190  
cscoggins@centralinc.com

Prepared for:  
**Germantown Municipal School District**  
9755 Wolf River Blvd  
Germantown, TN 38139  
Chris Cooper  
(901) 756-2370  
christopher.cooper@gmsdk12.org

Quote Information:  
**Quote #: 007370**  
Version: 1  
Delivery Date: 11/04/2021  
Expiration Date: 01/28/2022

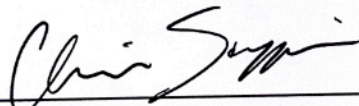
### Quote Summary

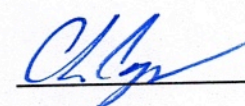
Description	Amount
Products	\$127,057.00
Total: <b>\$127,057.00</b>	

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Central Technologies Inc

Germantown Municipal School District

Signature:   
Name: Chris Scoggins  
Title: Account Executive  
Date: 11/04/2021

Signature:   
Name: Chris Cooper  
Date: \_\_\_\_\_