

GMSD Board Business Meeting
December 14, 2021 5:00 PM
Board Room, GMSD Office

1. Call to Order
2. Moment of Silence
3. Pledge of Allegiance
4. Approval of Agenda
5. Recognition and Awards
6. REPORTS
 - 6.A. TLN Update (Tennessee Legislature)
 - 6.B. Chairman's Report
 - 6.C. Financial Report
 - 6.D. Superintendent's Report
7. Citizens to be heard
8. CONSENT AGENDA
 - 8.A. Approval of the Minutes
 - 8.B. Review / Revision of policies - Second Reading
9. BOARD ACTION ITEMS
 - 9.A. Revision of Policies after One Reading
 - 9.B. Miscellaneous FY 2021-22 Budget Amendment # 20
 - 9.C. Approval of Updated LEA Health and Safety Plan
 - 9.D. GBOE 2022 Legislative Agenda
 - 9.E. Election of Chairman
 - 9.F. Election of Vice-Chairman
 - 9.G. Election of Tennessee Legislative Network Representative
10. Announcements
11. Adjournment

Germantown Board of Education
TLN Report (December 14, 2021)

New laws enacted during the Tennessee General Assembly's recent third special legislative session of the year remain in the news.

On December 10, 2021, the United States District Court for the Middle District of Tennessee preliminarily enjoined the State of Tennessee and the Tennessee Department of Education from enforcing new state laws regarding face coverings in schools and that prohibit local health officials and schools from making quarantine decisions as they relate to public schools. The injunction, issued in the case R.K. v. Lee, will remain in place during the pendency of that action.

Additionally, the Shelby County Democratic and Republican parties have announced they will not be endorsing school board candidates for the 2022 election. As reported at last month's business meeting, the legislature passed a new law permitting partisan school board elections, with the decision to be made by county political party primary boards.

Finally, the Tennessee Department of Education is currently accepting public comments regarding the state's education funding formula. Written comments may be submitted via e-mail to TNEdu.Funding@tn.gov.

Germantown Municipal School District
BALANCE SHEET
As of Month Ending November 30, 2021

	School Operating	Federal Projects	Cafeteria	Capital Projects	Health Insurance	OPEB Trust	General Fixed Asset Account Group	Total
ASSETS								
Cash and Cash Equivalents	2,413,218.98	(307,697.76)	335,784.78	1,582,433.17	739,753.29	73,939.43	-	4,837,431.89
Investments - LGIP	4,065,164.58	-	-	-	1,057,420.22	4,105,428.69	-	9,228,013.49
Investments - Money Market	10,001,517.92	-	-	-	-	-	-	10,001,517.92
Accrued Interest	-	-	-	-	-	1.29	-	1.29
Accounts Receivable	17,759.79	-	229,274.60	-	-	-	-	247,034.39
Due from Other Govts	-	309,186.57	-	-	-	-	-	309,186.57
Due from City	-	-	-	-	-	-	-	-
Due from Schools	-	-	-	-	-	-	-	-
Due from Other Funds	21,843.54	-	-	-	-	-	-	21,843.54
Restricted Investments - SRT	371,525.00	-	-	-	-	-	-	371,525.00
Prepaid Expenses	-	-	-	-	-	-	-	-
Fixed Assets:	-	-	-	-	-	-	-	-
Land	-	-	-	-	-	-	6,377,894.00	6,377,894.00
Land Improvements	-	-	-	-	-	-	1,970,270.25	1,970,270.25
Buildings	-	-	-	-	-	-	109,787,774.30	109,787,774.30
Improvements	-	-	-	-	-	-	2,508,803.30	2,508,803.30
Equipment	-	-	-	-	-	-	16,530,930.57	16,530,930.57
Construction-in-Progress	-	-	-	-	-	-	6,860,170.00	6,860,170.00
Accumulated Depreciation	-	-	-	-	-	-	(23,395,161.26)	(23,395,161.26)
ASSETS TOTAL	16,891,029.81	1,488.81	565,059.38	1,582,433.17	1,797,173.51	4,179,369.41	120,640,681.16	145,657,235.25
LIABILITIES								
Accounts Payable	36,410.07	1,488.81	186,906.85	-	-	-	-	224,805.73
Accrued Expenses	46,128.29	-	-	-	850,555.00	-	-	896,683.29
Due to the City of Germantown	-	-	-	-	-	-	-	-
Due to Other Funds	-	-	-	-	-	-	-	-
Unearned Revenue	-	-	100,759.97	-	-	-	-	100,759.97
LIABILITIES TOTAL	82,538.36	1,488.81	287,666.82	-	850,555.00	-	-	1,222,248.99
FUND BALANCE								
Change in Fund Balance	(4,676,048.13)	-	276,115.14	(177,732.44)	(1,284,353.34)	(100,035.54)	2,417,856.41	(3,544,197.90)
Beginning Fund Balance	21,484,539.58	-	1,277.42	1,760,165.61	2,230,971.85	4,279,404.95	118,222,824.75	147,979,184.16
Ending Fund Balance	16,808,491.45	-	277,392.56	1,582,433.17	946,618.51	4,179,369.41	120,640,681.16	144,434,986.26
LIABILITIES AND FUND BAL TOTAL	16,891,029.81	1,488.81	565,059.38	1,582,433.17	1,797,173.51	4,179,369.41	120,640,681.16	145,657,235.25
VARIANCE	-	(0.00)	-	-	-	-	-	-

Germantown Municipal School District
REVENUE and EXPENSE REPORT
SCHOOL OPERATING FUND
As of Month Ending November 30, 2021

	BUDGET	MONTH	FYTD	VARIANCE	EXPENDED
REVENUES:					
BEP Revenue	30,450,087.00	3,046,000.00	12,184,000.00	(18,266,087.00)	40.01%
Shelby County:					
Property Taxes	16,832,894.00	337,638.31	1,278,671.86	(15,554,222.14)	7.60%
Sales Tax	7,720,404.00	748,878.64	2,332,653.32	(5,387,750.68)	30.21%
Wheel Tax	1,477,882.00	-	128,378.66	(1,349,503.34)	8.69%
City of Germantown:					
Maintenance of Effort	2,549,581.00	256,838.67	1,284,193.35	(1,265,387.65)	50.37%
PEG Funding	148,000.00	-	-	(148,000.00)	0.00%
Mixed Drink Tax	132,000.00	23,471.88	56,426.14	(75,573.86)	42.75%
Other Local Revenue	595,420.00	164,093.06	283,355.74	(312,064.26)	47.59%
Tuition	101,885.00	550.00	44,794.00	(57,091.00)	43.97%
Other State Revenue	391,015.00	67,106.97	154,429.51	(236,585.49)	39.49%
Transfers - Indirect Costs	70,000.00	-	-	(70,000.00)	0.00%
Reserves	7,799,108.72	-	-	(7,799,108.72)	0.00%
TOTAL REVENUES	68,268,276.72	4,644,577.53	17,746,902.58	(50,521,374.14)	26.00%

EXPENDITURES:					
Regular Instruction	BUDGET	MONTH	FYTD	VARIANCE	EXPENDED
Salaries & Wages	20,997,216.00	1,789,746.31	6,853,971.77	(14,143,244.23)	32.64%
Benefits	5,678,916.00	490,176.84	1,845,904.55	(3,833,011.45)	32.50%
Maint & Rep - Equipment	12,000.00	240.00	515.00	(11,485.00)	4.29%
Travel	1,500.00	62.55	206.70	(1,293.30)	13.78%
Other Contract Svcs	702,350.00	71,959.54	342,819.70	(359,530.30)	48.81%
Inst. Supplies	1,043,072.05	10,778.94	426,089.86	(616,982.19)	40.85%
Textbooks	500,000.00	2,144.70	18,050.76	(481,949.24)	3.61%
Software	350,000.00	12,876.04	311,316.26	(38,683.74)	88.95%
Other Supplies	169,200.00	-	159,994.05	(9,205.95)	94.56%
Other Charges	25,384.00	-	19,597.31	(5,786.69)	77.20%
Equipment	455,953.62	11,980.24	68,888.42	(387,065.20)	15.11%
Total Regular Instruction	29,935,591.67	2,389,965.16	10,047,354.38	(19,888,237.29)	33.56%
Alternative Education					
Salaries & Wages	243,214.00	19,538.09	76,840.56	(166,373.44)	31.59%
Benefits	66,810.00	4,646.09	17,767.65	(49,042.35)	26.59%
Inst. Supplies	2,000.00	-	-	(2,000.00)	0.00%
Equipment	2,000.00	-	-	(2,000.00)	0.00%
Total Alternative Education	314,024.00	24,184.18	94,608.21	(219,415.79)	30.13%

Germantown Municipal School District
REVENUE and EXPENSE REPORT
SCHOOL OPERATING FUND
As of Month Ending November 30, 2021

Special Education	BUDGET	MONTH	FYTD	VARIANCE	EXPENDED
Salaries & Wages	3,722,638.00	311,779.77	1,170,020.89	(2,552,617.11)	31.43%
Benefits	1,045,558.00	85,361.35	311,118.48	(734,439.52)	29.76%
Contract w/Priv. Agencies	30,150.00	3,461.00	10,330.00	(19,820.00)	34.26%
Contracts for Sub Teachers	600.00	-	232.20	(367.80)	38.70%
Noncertified Subs	5,000.00	-	81.27	(4,918.73)	1.63%
Inst. Supplies	33,700.00	1,127.02	32,774.82	(925.18)	97.25%
Equipment	5,900.00	934.79	4,465.83	(1,434.17)	75.69%
Total Special Education	4,843,546.00	402,663.93	1,529,023.49	(3,314,522.51)	31.57%
Career & Technical Education					
Salaries & Wages	944,863.00	77,737.45	310,362.19	(634,500.81)	32.85%
Benefits	300,402.00	23,750.78	88,173.51	(212,228.49)	29.35%
Maintenance & Repairs	1,000.00	-	-	(1,000.00)	0.00%
Inst. Supplies	22,000.00	-	19,150.00	(2,850.00)	87.05%
Equipment	25,844.24	658.00	658.00	(25,186.24)	2.55%
Total Career & Technical Education	1,294,109.24	102,146.23	418,343.70	(875,765.54)	32.33%
Attendance & Planning					
Salaries & Wages	552,684.00	45,082.50	217,316.56	(335,367.44)	39.32%
Benefits	142,109.00	11,426.80	50,118.88	(91,990.12)	35.27%
Travel	750.00	-	-	(750.00)	0.00%
Other Contract Svcs.	1,000.00	-	-	(1,000.00)	0.00%
Other Supplies	12,000.00	-	-	(12,000.00)	0.00%
Inservice/Staff Dev.	16,750.00	-	3,190.67	(13,559.33)	19.05%
Other Charges	5,000.00	754.47	754.47	(4,245.53)	15.09%
Total Attendance & Planning	730,293.00	57,263.77	271,380.58	(458,912.42)	37.16%
Health Services					
Salaries & Wages	409,050.00	46,711.42	206,792.36	(202,257.64)	50.55%
Benefits	137,642.00	13,901.20	55,794.76	(81,847.24)	40.54%
Other Contract Svcs.	1,000.00	-	1,000.00	0.00	100.00%
Other Supplies	25,874.00	1,880.01	4,868.78	(21,005.22)	18.82%
Inservice/Staff Dev.	4,000.00	1,339.84	3,142.16	(857.84)	78.55%
Other Charges	3,000.00	-	1,044.74	(1,955.26)	34.82%
Equipment	3,000.00	-	2,263.40	(736.60)	75.45%
Total Health Services	583,566.00	63,832.47	274,906.20	(308,659.80)	47.11%

Germantown Municipal School District
REVENUE and EXPENSE REPORT
SCHOOL OPERATING FUND
As of Month Ending November 30, 2021

Other Student Support/Guidance	BUDGET	MONTH	FYTD	VARIANCE	EXPENDED
Salaries & Wages	958,315.00	91,816.86	371,766.53	(586,548.47)	38.79%
Benefits	276,198.00	25,169.33	96,336.56	(179,861.44)	34.88%
Other Contract Svcs.	30,000.00	676.00	4,900.64	(25,099.36)	16.34%
Other Supplies	10,900.00	-	-	(10,900.00)	0.00%
Inservice/Staff Dev.	30,000.00	199.94	3,319.37	(26,680.63)	11.06%
Other Charges	1,500.00	-	1,499.99	(0.01)	100.00%
Other Equipment	44,771.00	-	-	(44,771.00)	0.00%
Total Other Student Support	1,351,684.00	117,862.13	477,823.09	(873,860.91)	35.35%
Reg. Instruction Support					
Salaries & Wages	1,810,883.00	147,598.38	688,885.85	(1,121,997.15)	38.04%
Benefits	449,675.00	39,056.01	166,376.01	(283,298.99)	37.00%
Consultants	43,000.00	-	10,000.00	(33,000.00)	23.26%
Travel	1,000.00	-	-	(1,000.00)	0.00%
Library Books/Media	43,400.00	-	43,400.00	0.00	100.00%
Other Supplies	19,500.00	159.34	1,861.99	(17,638.01)	9.55%
Inservice/Staff Dev.	49,000.00	8,083.08	18,557.38	(30,442.62)	37.87%
Other Charges	5,000.00	1,160.94	1,472.40	(3,527.60)	29.45%
Other Equipment	15,000.00	263.98	4,281.59	(10,718.41)	28.54%
Total Reg. Instruction Support	2,436,458.00	196,321.73	934,835.22	(1,501,622.78)	38.37%
SPED Support					
Salaries & Wages	1,315,276.00	122,342.82	521,700.03	(793,575.97)	39.66%
Benefits	351,878.00	32,449.34	129,380.96	(222,497.04)	36.77%
Travel	2,500.00	175.95	945.77	(1,554.23)	37.83%
Other Contract Svcs	10,000.00	414.24	943.74	(9,056.26)	9.44%
Other Supplies	13,000.00	1,915.81	7,678.62	(5,321.38)	59.07%
Inservice/Staff Dev.	19,000.00	6,530.60	11,872.34	(7,127.66)	62.49%
Other Charges	500.00	-	59.00	(441.00)	11.80%
Total SPED Support	1,712,154.00	163,828.76	672,580.46	(1,039,573.54)	39.28%
Career and Technical Support					
Director/ Supervisor	19,051.00	1,556.46	8,155.86	(10,895.14)	42.81%
Benefits	6,119.00	418.42	1,915.38	(4,203.62)	31.30%
Other Supplies	1,953.00	-	-	(1,953.00)	0.00%
Inservice/Staff Dev.	4,000.00	-	100.00	(3,900.00)	2.50%
Total Vocational Support	31,123.00	1,974.88	10,171.24	(20,951.76)	32.68%

Germantown Municipal School District
REVENUE and EXPENSE REPORT
SCHOOL OPERATING FUND
As of Month Ending November 30, 2021

Technology	BUDGET	MONTH	FYTD	VARIANCE	EXPENDED
Salaries & Wages	716,429.00	66,584.46	324,958.79	(391,470.21)	45.36%
Benefits	225,762.00	16,668.25	73,154.41	(152,607.59)	32.40%
Communications	81,600.00	8,705.23	35,691.04	(45,908.96)	43.74%
Consultants	17,100.00	-	4,500.00	(12,600.00)	26.32%
Maintenance & Repairs	114,001.00	2,261.00	64,520.96	(49,480.04)	56.60%
Internet Connectivity	255,470.65	39,324.57	51,358.68	(204,111.97)	20.10%
Travel	1,000.00	-	72.30	(927.70)	7.23%
Other Contract Svcs.	0.00	-	495.00	495.00	0.00%
Office Supplies	500.00	-	-	(500.00)	0.00%
Cabling	10,818.63	-	2,020.72	(8,797.91)	18.68%
Software	473,899.00	22,522.43	366,621.75	(107,277.25)	77.36%
Other Supplies	23,402.79	800.11	5,093.71	(18,309.08)	21.77%
Inservice/Staff Dev.	8,000.00	584.96	584.96	(7,415.04)	7.31%
Other Charges	10,000.00	-	-	(10,000.00)	0.00%
Adm Equipment	55,630.35	2,896.69	30,017.05	(25,613.30)	53.96%
Other Equipment	13,518.00	-	5,111.26	(8,406.74)	37.81%
Total Technology	2,007,131.42	160,347.70	964,200.63	(1,042,930.79)	48.04%
Board of Education					
Salaries & Wages	21,500.00	-	-	(21,500.00)	0.00%
Benefits	58,645.00	294.54	1,616.67	(57,028.33)	2.76%
OPEB	708,000.00	-	-	(708,000.00)	0.00%
Audit Services	51,000.00	17,000.00	44,500.00	(6,500.00)	87.25%
Dues & Memberships	20,000.00	7,250.00	16,629.00	(3,371.00)	83.15%
Legal Services	175,000.00	15,960.00	52,284.00	(122,716.00)	29.88%
Other Supplies	1,000.00	-	-	(1,000.00)	0.00%
Judgments	355,453.00	-	355,453.00	0.00	100.00%
Liability Insurance	100,748.00	500.00	81,147.00	(19,601.00)	80.54%
Surety Bond Premium	300.00	-	-	(300.00)	0.00%
Trustee Commissions	443,447.00	14,074.72	48,423.95	(395,023.05)	10.92%
Workers' Compensation	80,000.00	(5,457.38)	52,880.34	(27,119.66)	66.10%
Inservice/Staff Dev.	15,000.00	270.18	4,764.68	(10,235.32)	31.76%
Total Board of Education	2,030,093.00	49,892.06	657,698.64	(1,372,394.36)	32.40%
Superintendent					
Salaries & Wages	410,726.00	32,722.48	171,229.84	(239,496.16)	41.69%
Benefits	113,889.00	8,651.74	43,099.44	(70,789.56)	37.84%
Dues & Memberships	9,500.00	-	3,044.00	(6,456.00)	32.04%
Postal Charges	10,000.00	126.00	2,662.91	(7,337.09)	26.63%
Travel	5,000.00	-	13.33	(4,986.67)	0.27%
Other Contracted Svcs.	29,600.00	860.77	4,444.40	(25,155.60)	15.01%
Office Supplies	20,000.00	642.68	2,590.42	(17,409.58)	12.95%
Other Supplies	28,250.00	119.86	5,475.00	(22,775.00)	19.38%
Inservice/Staff Dev.	21,200.00	626.54	6,529.85	(14,670.15)	30.80%
Other Charges	1,000.00	-	-	(1,000.00)	0.00%
Total Superintendent	649,165.00	43,750.07	239,089.19	(410,075.81)	36.83%

Germantown Municipal School District
REVENUE and EXPENSE REPORT
SCHOOL OPERATING FUND
As of Month Ending November 30, 2021

Office of the Principal	BUDGET	MONTH	FYTD	VARIANCE	EXPENDED
Salaries & Wages	2,979,781.00	237,600.82	1,039,687.01	(1,940,093.99)	34.89%
Benefits	840,272.00	64,091.41	257,848.83	(582,423.17)	30.69%
Other Contract Svcs.	30,000.00	-	27,500.00	(2,500.00)	91.67%
Other Supplies	147,000.00	-	147,000.00	0.00	100.00%
Inservice/Staff Dev.	11,775.00	304.23	2,165.60	(9,609.40)	18.39%
Other Charges	14,725.00	-	14,725.00	0.00	100.00%
Total Office of the Principal	4,023,553.00	301,996.46	1,488,926.44	(2,534,626.56)	37.01%
Fiscal Services					
Salaries & Wages	421,117.00	32,361.93	171,547.24	(249,569.76)	40.74%
Benefits	120,877.00	7,965.82	37,144.63	(83,732.37)	30.73%
Dues & Memberships	700.00	-	-	(700.00)	0.00%
Travel	600.00	135.07	173.43	(426.57)	28.91%
Other Contract Svcs.	4,000.00	-	-	(4,000.00)	0.00%
Office Supplies	5,000.00	1,066.46	1,824.52	(3,175.48)	36.49%
Software	68,000.00	-	47,667.75	(20,332.25)	70.10%
Inservice/Staff Dev.	6,000.00	317.24	317.24	(5,682.76)	5.29%
Other Charges	17,250.00	1,174.61	5,457.65	(11,792.35)	31.64%
Other Equipment	1,500.00	-	327.99	(1,172.01)	21.87%
Total Fiscal Services	645,044.00	43,021.13	264,460.45	(380,583.55)	41.00%
Human Resources					
Salaries & Wages	355,421.00	28,945.12	150,980.73	(204,440.27)	42.48%
Benefits	96,023.00	7,208.72	34,462.81	(61,560.19)	35.89%
Dues & Memberships	720.00	-	-	(720.00)	0.00%
Travel	100.00	-	-	(100.00)	0.00%
Other Contract Svcs.	6,500.00	-	6,446.25	(53.75)	99.17%
Office Supplies	2,000.00	155.42	584.46	(1,415.54)	29.22%
Software	15,200.00	-	11,537.40	(3,662.60)	75.90%
Other Supplies	1,200.00	-	423.00	(777.00)	35.25%
Inservice/Staff Dev.	40,815.00	780.04	13,497.75	(27,317.25)	33.07%
Other Charges	2,000.00	58.72	1,745.92	(254.08)	87.30%
Total Human Resources	519,979.00	37,148.02	219,678.32	(300,300.68)	42.25%
Operation of Plant					
Salaries & Wages	371,694.00	38,231.30	194,914.03	(176,779.97)	52.44%
Benefits	126,268.00	11,698.22	51,047.04	(75,220.96)	40.43%
Janitorial Services	850,000.00	68,877.27	320,974.28	(529,025.72)	37.76%
Other Contract Svcs.	150,000.00	11,621.28	53,545.49	(96,454.51)	35.70%
Utilities	1,180,000.00	51,197.50	386,176.05	(793,823.95)	32.73%
Property Insurance	273,232.00	-	273,232.00	0.00	100.00%
Other Charges	50,922.25	4,465.84	25,266.34	(25,655.91)	49.62%
Equipment	5,000.00	-	-	(5,000.00)	0.00%
Total Operation of Plant	3,007,116.25	186,091.41	1,305,155.23	(1,701,961.02)	43.40%

Germantown Municipal School District
REVENUE and EXPENSE REPORT
SCHOOL OPERATING FUND
As of Month Ending November 30, 2021

Maintenance of Plant	BUDGET	MONTH	FYTD	VARIANCE	EXPENDED
Salaries & Wages	472,727.00	38,525.42	201,873.20	(270,853.80)	42.70%
Benefits	141,040.00	10,166.51	47,178.26	(93,861.74)	33.45%
Maintenance & Repairs	801,410.00	67,207.57	313,253.95	(488,156.05)	39.09%
Travel	20,000.00	389.70	2,579.47	(17,420.53)	12.90%
Other Contract Svcs.	10,000.00	-	-	(10,000.00)	0.00%
Office Supplies	1,000.00	-	270.94	(729.06)	27.09%
Inservice/Staff Dev.	5,000.00	-	4,320.76	(679.24)	86.42%
Total Maintenance of Plant	1,451,177.00	116,289.20	569,476.58	(881,700.42)	39.24%
Transportation					
Contracts w/Other Schools	89,351.00	5,512.00	27,560.00	(61,791.00)	30.84%
Contracts w/Private Agencies	1,750,000.00	102,408.22	357,639.14	(1,392,360.86)	20.44%
Diesel	200,000.00	17,179.97	54,975.57	(145,024.43)	27.49%
Total Transportation	2,039,351.00	125,100.19	440,174.71	(1,599,176.29)	21.58%
Safety					
Benefits		15.23	22.88	22.88	#DIV/0!
Maintenance & Repairs	3,000.00	-	-	(3,000.00)	0.00%
Office Supplies	250.00	-	118.67	(131.33)	47.47%
Other Supplies & Materials	500.00	-	35.70	(464.30)	7.14%
Inservice/Staff Dev.	5,000.00	103.68	(300.25)	(5,300.25)	-6.01%
Other Charges	21,944.00	3,360.00	9,634.95	(12,309.05)	43.91%
Other Equipment	8,000.00	250.00	383.20	(7,616.80)	4.79%
Total Safety	38,694.00	3,728.91	9,895.15	(28,798.85)	25.57%
Capital Outlay					
Architects	327,575.00	12,844.27	61,172.27	(266,402.73)	18.67%
Transfer to Other Funds	526,437.00	-	268,721.25	(257,715.75)	51.05%
Building Construction	5,755,111.00	53,596.79	408,946.65	(5,346,164.35)	7.11%
Building Improvements	1,652,703.14	12,799.00	695,691.63	(957,011.51)	42.09%
Other Capital Outlay	262,598.00	17,987.00	98,637.00	(163,961.00)	37.56%
Total Capital Outlay	8,524,424.14	97,227.06	1,533,168.80	(6,991,255.34)	17.99%
Transfers to Cafeteria Fund	100,000.00	-	-	(100,000.00)	0.00%
EXPENDITURES TOTAL	68,268,276.72	4,684,635.45	22,422,950.71	(45,845,326.01)	32.85%
TOTAL FUND BALANCE	0.00	(40,057.92)	(4,676,048.13)		

Germantown Municipal School District
REVENUE and EXPENSE REPORT
FEDERAL PROJECTS FUND
As of Month Ending November 30, 2021

	<u>BUDGET</u>	<u>Month</u>	<u>FYTD</u>	<u>EXPENDED</u>
REVENUES:				
Consolidated Admin	119,622.00	9,252.86	48,328.31	40.40%
Title I	1,163,062.00	85,670.15	224,857.45	19.33%
Title II	95,022.00	18,817.00	25,827.97	27.18%
Title III	12,832.00	2,684.94	5,074.90	39.55%
Title IV	97,611.00	5,635.86	32,466.55	33.26%
IDEA, Part B	1,204,376.00	89,767.42	330,873.96	27.47%
IDEA, Preschool	19,220.00	1,654.76	2,598.26	13.52%
IDEA, SPDG	10,000.00	-	-	0.00%
Carl Perkins - Basic	50,683.00	347.66	20,844.75	41.13%
ESSER 1.0	204,447.00	1,116.76	150,283.08	73.51%
ESSER 2.0	4,643,120.00	37,035.02	2,343,168.85	50.47%
ESSER 3.0	11,268,498.00	(1,657.54)	12,262.00	0.11%
ESSER Planning Grant	175,000.00	7,410.00	41,040.00	23.45%
Civics Seal Grant	15,000.00	-	-	0.00%
ARP IDEA	331,732.00	35,712.25	37,947.45	11.44%
ARP IDEA Preschool	22,116.00	1,769.90	1,769.90	8.00%
TN All Corps Grant	0.00	-	-	0.00%
TOTAL REVENUES	19,432,341.00	295,217.04	3,277,343.43	16.87%

EXPENDITURES:				
Title - Cons Admin				
Salaries & Wages	82,816.00	6,443.80	33,765.52	40.77%
Benefits	22,195.00	1,793.14	8,288.63	37.34%
Indirect Costs	5,564.00	-	-	0.00%
Inservice/Staff Dev.	5,000.00	1,015.92	2,621.15	52.42%
Other Equipment	4,047.00	-	3,653.01	90.26%
Total Title - Cons Admin	119,622.00	9,252.86	48,328.31	40.40%

Title I				
Salaries & Wages	511,361.00	43,897.58	121,596.87	23.78%
Benefits	129,758.00	8,856.62	25,675.21	19.79%
Contracts w/Other Schools	9,152.00	-	-	0.00%
Contracts for Sub Teachers	32,581.00	812.70	3,134.70	9.62%
Other Contract Svcs	12,092.00	-	-	0.00%
Inst. Supplies	122,680.00	26,449.13	66,676.26	54.35%
Other Supplies & Materials	600.00	-	-	0.00%
Indirect costs	27,522.00	-	-	0.00%
Inservice/Staff Dev.	202,551.00	5,704.11	7,408.11	3.66%
Other Charges	7,678.00	-	-	0.00%
Regular Instruction Equipment	104,587.00	(49.99)	366.30	0.35%
Other Equipment	2,500.00	-	-	0.00%
Total Title I	1,163,062.00	85,670.15	224,857.45	19.33%

Germantown Municipal School District
REVENUE and EXPENSE REPORT
FEDERAL PROJECTS FUND
As of Month Ending November 30, 2021

Title II				
Salaries & Wages	65,142.00	15,740.84	18,731.68	28.76%
Benefits	20,700.00	2,851.16	3,705.12	17.90%
Indirect Costs	2,120.00	-	-	0.00%
Inservice/Staff Dev.	7,060.00	225.00	3,391.17	48.03%
Total Title II	95,022.00	18,817.00	25,827.97	27.18%
Title III				
Instructional Supplies & Materials	10,582.00	2,459.94	3,945.16	37.28%
Indirect Costs	100.00	-	-	0.00%
Inservice/Staff Dev.	1,200.00	225.00	225.00	18.75%
Regular Instruction Equipment	950.00	-	904.74	95.24%
Total Title III	12,832.00	2,684.94	5,074.90	39.55%
Title IV				
Instructional Supplies & Materials	23,725.00	581.06	12,171.18	51.30%
Other Supplies	17,871.00	2,667.79	6,985.95	39.09%
Inservice/Staff Dev.	38,385.00	-	10,922.41	28.45%
Regular Instruction Equipment	17,000.00	2,000.01	2,000.01	11.76%
Other Equipment	630.00	387.00	387.00	61.43%
Total Title IV	97,611.00	5,635.86	32,466.55	33.26%
Carl Perkins - Basic				
Travel	9,670.00	-	-	0.00%
Instructional Supplies & Materials	11,075.00	-	11,075.00	100.00%
Other Supplies	17,300.00	-	6,383.00	36.90%
Inservice/Staff Dev.	6,350.00	347.66	3,386.75	53.33%
Vocational Equipment	6,288.00	-	-	0.00%
Total Carl Perkins - Basic	50,683.00	347.66	20,844.75	41.13%
IDEA B				
Salaries & Wages	782,150.00	68,365.93	228,750.35	29.25%
Benefits	290,326.00	18,740.50	62,807.57	21.63%
Contracts W/Private Agencies	40,507.00	2,431.00	26,754.10	66.05%
Maintenance & Repairs-Vehicles	3,000.00	-	-	0.00%
Travel	100.00	90.78	90.78	90.78%
Other Contract Svcs.	5,908.00	-	4,633.52	78.43%
Fuel	2,000.00	-	219.91	11.00%
Instr. Supplies	5,000.00	-	1,375.00	27.50%
Other Supplies	1,000.00	-	614.90	61.49%
Indirect costs	30,000.00	-	-	0.00%
Vehicle Insurance	1,000.00	-	222.28	22.23%
Inservice/Staff Dev.	33,385.00	-	450.00	1.35%
Special Education Equipment	10,000.00	139.21	4,955.55	49.56%
Total IDEA B	1,204,376.00	89,767.42	330,873.96	27.47%

Germantown Municipal School District
REVENUE and EXPENSE REPORT
FEDERAL PROJECTS FUND
As of Month Ending November 30, 2021

IDEA Preschool				
Contracts W/Private Agencies	9,000.00	-	-	0.00%
Other Supplies	4,410.00	1,654.76	2,598.26	58.92%
Indirect Costs	788.00	-	-	0.00%
Inservice/Staff Dev.	3,022.00	-	-	0.00%
Equipment	2,000.00	-	-	0.00%
Total IDEA Preschool	19,220.00	1,654.76	2,598.26	13.52%

IDEA SPDG				
Salaries & Wages	7,134.00	-	-	0.00%
Benefits	1,560.00	-	-	0.00%
Contracts for Sub Teachers	1,045.00	-	-	0.00%
Noncertified Subs	261.00	-	-	0.00%
Total IDEA SPDG	10,000.00	-	-	0.00%

ESSER 1.0				
Contracts W/Private Agencies	19,000.00	-	-	0.00%
Contracts for Sub Teachers	9,459.00	-	-	0.00%
Other Contracted Svcs	21,303.00	-	21,303.00	100.00%
Custodial Supplies	19,673.00	-	19,672.87	0.00%
Instructional Supplies & Materials	25,348.00	1,116.76	19,228.81	75.86%
Inservice/Staff Dev.	53,988.00	-	51,617.00	95.61%
Other Charges	42,902.00	-	26,339.40	61.39%
Reg Instruction Equipment	12,774.00	-	12,122.00	94.90%
Total ESSER 1.0	204,447.00	1,116.76	150,283.08	73.51%

ESSER 2.0				
Salaries & Wages	233,890.00	20,477.76	71,374.03	30.52%
Benefits	90,144.00	4,246.24	15,178.78	16.84%
Contracts W/Private Agencies	550,000.00	-	290,934.00	52.90%
Building Construction	3,769,086.00	12,311.02	1,965,682.04	52.15%
Total ESSER 2.0	4,643,120.00	37,035.02	2,343,168.85	50.47%

ESSER 3.0				
Salaries & Wages	3,768,794.00	-	10,620.00	0.28%
Benefits	664,458.00	(122.54)	1,642.00	0.25%
Contracts W/Private Agencies	110,000.00	-	-	0.00%
Custodial Services	200,000.00	-	-	0.00%
Contracts for Sub Teachers	360,000.00	-	-	0.00%
Noncertified Subs	45,000.00	-	-	0.00%
Other Contracted Svcs	17,000.00	-	-	0.00%
Instructional Supplies & Materials	109,219.00	-	-	0.00%
Software	90,000.00	-	-	0.00%
Inservice/Staff Dev.	25,000.00	(1,535.00)	-	0.00%
Other Charges	25,000.00	-	-	0.00%
Building Construction	4,126,933.00	-	-	0.00%
Reg Instruction Equipment	1,727,094.00	-	-	0.00%
Total ESSER 3.0	11,268,498.00	(1,657.54)	12,262.00	0.11%

Germantown Municipal School District
REVENUE and EXPENSE REPORT
FEDERAL PROJECTS FUND
As of Month Ending November 30, 2021

ESSER Planning Grant				
Other Contracted Svcs	175,000.00	7,410.00	41,040.00	23.45%
Total ESSER Planning Grant	175,000.00	7,410.00	41,040.00	23.45%
Civics Seal Grant				
Salaries & Wages	7,600.00	-	-	0.00%
Benefits	1,257.00	-	-	0.00%
Other Supplies & Materials	1,000.00	-	-	0.00%
Inservice/Staff Dev.	2,143.00	-	-	0.00%
Other Charges	3,000.00	-	-	0.00%
Total Civics Seal Grant	15,000.00	-	-	0.00%
ARP IDEA				
Salaries & Wages	65,000.00	-	-	0.00%
Benefits	15,000.00	-	-	0.00%
Contracts for Sub Teachers	12,000.00	-	-	0.00%
Other Contracted Svcs	25,000.00	3,312.25	4,947.75	19.79%
Other Supplies	34,732.00	32,400.00	32,400.00	93.29%
Inservice/Staff Dev.	15,000.00	-	-	0.00%
Special Education Equipment	165,000.00	-	599.70	0.36%
Total ARP IDEA	331,732.00	35,712.25	37,947.45	11.44%
ARP IDEA Preschool				
Noncertified Sub	15,000.00	-	-	0.00%
Other Contracted Svcs	335.00	-	-	0.00%
Instructional Supplies & Materials	1,800.00	1,769.90	1,769.90	98.33%
Special Education Equipment	4,981.00	-	-	0.00%
Total ARP IDEA Preschool	22,116.00	1,769.90	1,769.90	8.00%
TN All Corps				
Salaries & Wages	0.00	-	-	#DIV/0!
Benefits	0.00	-	-	#DIV/0!
Other Supplies & Materials	0.00	-	-	#DIV/0!
Inservice/Staff Dev.	0.00	-	-	#DIV/0!
Other Charges	0.00	-	-	#DIV/0!
Total TN All Corps	0.00	-	-	#DIV/0!
Total Expenditures	19,432,341.00	295,217.04	3,277,343.43	16.87%
TOTAL FUND BALANCE	0.00	-	-	

Germantown Municipal School District
REVENUE and EXPENSE REPORT
HEALTH INSURANCE FUND
As of Month Ending November 30, 2021

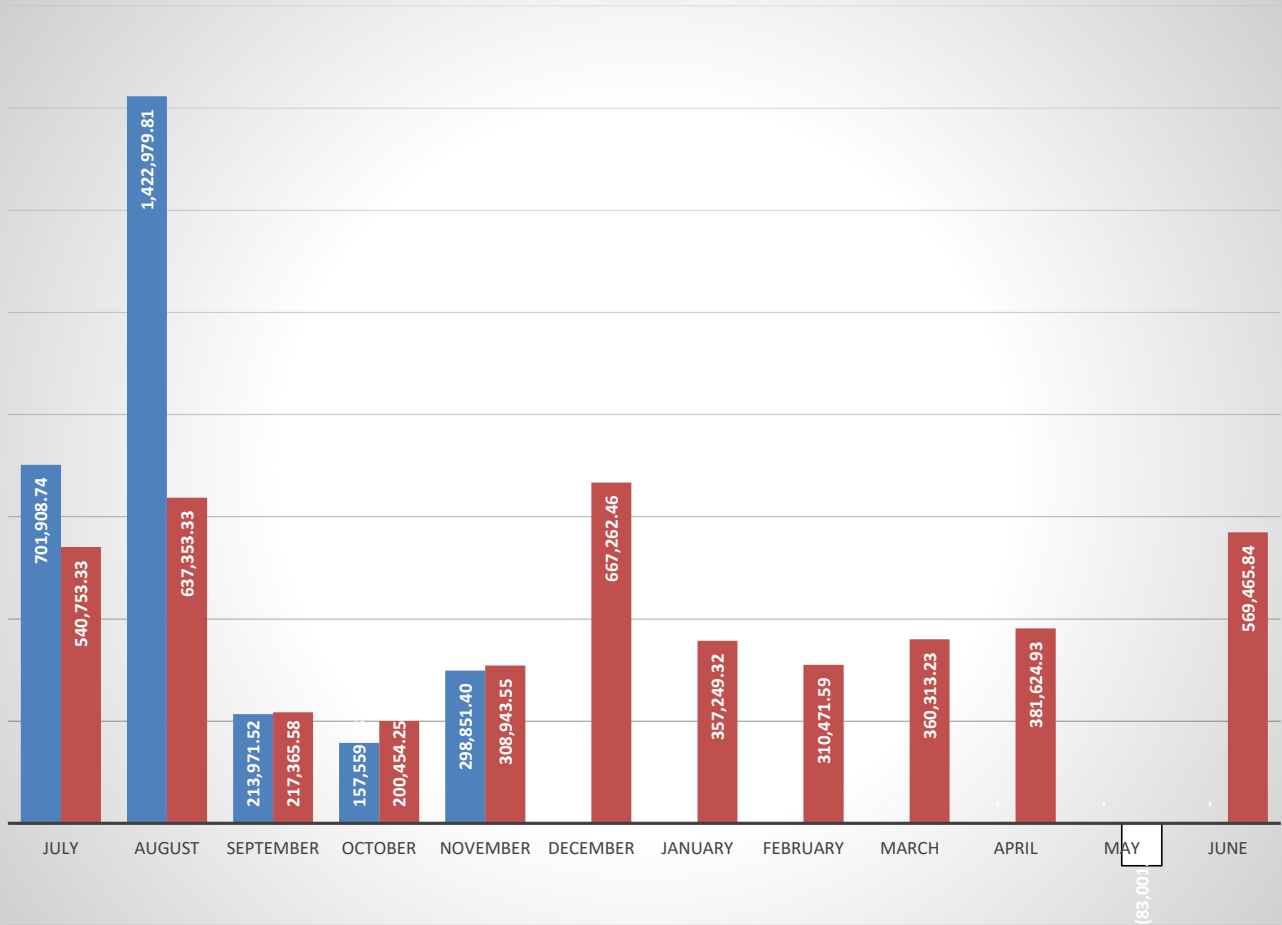
	Month	FYTD	BUDGET	EXPENDED
REVENUES:				
Employee Contributions	185,881.13	655,812.41	1,938,402.00	33.83%
Employer Contributions	343,558.74	1,214,908.40	3,606,846.00	33.68%
Other Income	-	47,583.50	200,000.00	23.79%
Interest Income	27.22	134.59	-	0.00%
Reserves	-	-	428,100.00	0.00%
TOTAL REVENUES:	529,467.09	1,918,438.90	6,173,348.00	31.08%
EXPENDITURES:				
Medical Claims	298,851.40	2,795,271.45	5,183,348.00	53.93%
Stop-Loss Premiums	70,929.46	303,576.32	750,000.00	40.48%
Administrative Expenses	19,954.42	103,944.47	240,000.00	43.31%
TOTAL EXPENDITURES:	389,735.28	3,202,792.24	6,173,348.00	51.88%
FUND BALANCE	139,731.81	(1,284,353.34)	-	

	FY 22 Cash Basis Claims	FY 21 Cash Basis Claims		
July	701,908.74	540,753.33		
August	1,422,979.81	637,353.33		
September	213,971.52	217,365.58		
October	157,559.98	200,454.25		
November	298,851.40	308,943.55		
December	-	667,262.46		
January	-	357,249.32		
February	-	310,471.59		
March	-	360,313.23		
April	-	381,624.93		
May	-	(83,001.04)		
June	-	569,465.84		
Y-T-D	<u>2,795,271.45</u>	<u>4,468,256.37</u>	Monthly Average Budgeted	<u>431,945.67</u>

Germantown Municipal School District
REVENUE and EXPENSE REPORT
HEALTH INSURANCE FUND
 As of Month Ending November 30, 2021

Analysis of Cash Basis Claims for FY 2021-22

■ FY22 ■ FY21



Germantown Municipal School District
REVENUE and EXPENSE REPORT
CAPITAL PROJECTS FUND
As of Ending November 30, 2021

	<u>BUDGET</u>	<u>Month</u>	<u>YTD</u>	<u>EXPENDED</u>
REVENUES:				
County Commission	2,200,000.00	-	-	0.00%
Bonds Issued	5,000,000.00	-	964,837.06	19.30%
Transfers from City of Germantown	1,500,000.00	-	-	0.00%
Interest Income	-	-	-	0.00%
Reserves	1,760,165.25	-	-	0.00%
TOTAL REVENUES:	<u>10,460,165.25</u>	<u>-</u>	<u>964,837.06</u>	<u>9.22%</u>
EXPENDITURES:				
Architects	323,040.25	-	-	0.00%
Building Construction	10,137,125.00	-	1,142,569.50	11.27%
TOAL EXPENDITURES:	<u>10,460,165.25</u>	<u>-</u>	<u>1,142,569.50</u>	<u>10.92%</u>
FUND BALANCE	<u>-</u>	<u>-</u>	<u>(177,732.44)</u>	

Germantown Municipal School District
REVENUE and EXPENSE REPORT
CAFETERIA FUND

As of Month Ending November 30, 2021

	BUDGET	Month	YTD	EXPENDED
REVENUES:				
Lunch, Breakfast, A la Carte Sales	467,180.00	46,211.85	188,701.82	40.39%
USDA School Lunch	859,552.00	196,528.31	771,692.72	89.78%
USDA Breakfast	76,890.00	32,746.29	114,508.64	148.93%
Other State Funds	-	-	-	0.00%
Other Federal Thru State Funds	-	614.00	614.00	0.00%
Other Revenue	4,000.00	-	2,270.00	56.75%
Reserves	-	-	-	0.00%
TOTAL REVENUES	1,407,622.00	276,100.45	1,077,787.18	76.57%
EXPENDITURES:				
Other Contracted Services - SFE	1,383,622.00	186,861.50	793,009.07	57.31%
NET BALANCE	24,000.00	89,238.95	284,778.11	1186.58%
DISTRICT EXPENDITURES:				
Maint and Repair - Equipment	40,000.00	340.37	2,571.17	6.43%
Other Supplies & Materials	7,000.00	-	6,060.00	86.57%
Inservice/ Staff Development	2,000.00	31.80	31.80	1.59%
Equipment	75,000.00	-	-	0.00%
TOTAL DISTRICT EXPENDITURES	124,000.00	372.17	8,662.97	6.99%
EXPENDITURES TOTAL	1,507,622.00	187,233.67	801,672.04	
Excess/(Def) of Revenues over Expenditures	(100,000.00)	88,866.78	276,115.14	-276.12%
Operating Transfer In	100,000.00	-	-	0.00%
FUND BALANCE	-	88,866.78	276,115.14	

Germantown Municipal School District
REVENUE and EXPENSE REPORT
OPEB TRUST

As of Month Ending November 30, 2021

	Month	YTD	BUDGET	EXPENDED
REVENUES:				
Employer Contributions	-	-	755,000.00	0.00%
Retiree Contributions	-	-	80,000.00	0.00%
Interest and Dividend Income	2,536.27	22,090.74	75,000.00	29.45%
Realized gain/(loss) on investments	17,789.90	281,573.48	-	0.00%
Unrealized gain/(loss) on investments	(92,776.02)	(259,160.24)	280,000.00	-92.56%
Other Income			-	0.00%
TOTAL REVENUES	(72,449.85)	44,503.98	1,190,000.00	3.74%
EXPENDITURES:				
Retiree Stipends	7,050.00	129,797.87	64,000.00	202.81%
Medical Claims	-	-	600,000.00	0.00%
Insurance Premiums	-	-	48,000.00	0.00%
Administrative Expenses	9,908.33	14,741.65	25,000.00	58.97%
TOTAL EXPENDITURES	16,958.33	144,539.52	737,000.00	19.61%
FUND BALANCE	(89,408.18)	(100,035.54)	453,000.00	

Germantown Municipal School District			
Monitoring: Review: Annually, in August	Descriptor Term: Virtual Education Program	Descriptor Code: 4.212	Issued Date: 12/**/21
		Rescinds:	Issued:

1 The Germantown Municipal School District’s virtual education program is a course or series of
2 courses offered by a school district to provide students a broader range of educational opportunities
3 through the use of technology. Utilizing this program is temporary and shall not replace a student’s
4 regular instructional program.

5 Class size ratios for the virtual education program shall comply with the requirements as outlined in
6 state law.

7 Virtual education programs shall be made available to students for the following purposes:

- 8 a) Academic remediation or enrichment, or providing students access to a wider range of
9 courses.
- 10 b) Continuity of educational service for students who qualify for homebound services as
11 provided by State Board of Education rules.
- 12 c) Continuity of educational service for students who are quarantined as provided by State
13 Board of Education rules.
- 14 d) Continuity of educational service for students enrolled in an alternative school.⁶

15 Virtual education programs must be comprised of individual courses accessed by students in an
16 entirely virtual setting; however, teachers of virtual education program courses may meet with
17 students in-person for non-instructional time such as office hours.

18 **STUDENT ELIGIBILITY AND PARTICIPATION REQUIREMENTS**

19 Students shall be eligible to utilize a virtual education program if participating in one of the above
20 educational opportunities. The following factors shall also be taken into consideration when
21 determining eligibility:

- 22 1. Attendance;
- 23
- 24 2. Grades;
- 25
- 26 3. Behavioral record; and
- 27
- 28 4. Recommendation of School Administration

ATTENDANCE

All students participating in a virtual education program shall follow the attendance policies and procedures required for determining that a student is present.

Methods of confirming student attendance shall include two or more of the following:

1. Students participating in a phone call with a teacher, with parent/guardian support as appropriate for the age of the student;
2. Students participating in synchronous virtual instruction;
3. Students completing work in a learning management system; or
4. Students submitting work via hard-copy or virtual formats;

INTERVENTIONS FOR STUDENTS STRUGGLING TO MAINTAIN ELIGIBILITY REQUIREMENTS

The following intervention strategies shall be implemented if a student is struggling to maintain the eligibility requirements set forth in this Policy:

1. Students who are struggling to remain on pace to complete a course will attend virtual office hours with a school counselor, administrator, or teacher to discuss tips for time management and provide motivational strategies.
2. Students who are struggling academically will meet with the teacher of record for tutoring assistance.

REMOVAL OF STUDENTS WHO FAIL TO MAINTAIN ELGIBILITY REQUIREMENTS

A student may be removed from the virtual education program or denied future enrollment in a virtual education program based on disciplinary issues, attendance issues, or poor academic performance.

Before a student is removed based on poor academic performance, the following interventions shall occur:

1. Notification of parent/guardian;
2. One-on-one assessment conducted by the principal/designee regarding any learning needs and academic performance to transition to a comparable in-person course.

Legal References

1. State Board of Education Rule No. 0520-01-03-.05
2. State Board of Education Rule No. 0520-01-09-.07
3. TCA § 49-16-101, et seq

Germantown Municipal School District			
Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Annually, in August	Public Virtual School	4.213	12/**/21
		Rescinds:	Issued:

1 The GMSD Board of Education establishes the GMSD Public Virtual School.

2 A “public virtual school” is a public school that uses technology to deliver a significant portion of
3 instruction to its students via the internet in a virtual or remote setting.

4 The Principal of the “public virtual school” shall ensure that all State Board of Education policies and
5 rules pertaining to “public virtual schools” are followed.

6 Students attending the “public virtual school” shall be required to comply with the compulsory
7 attendance requirements set forth in T.C.A.§ 49-6-3007.

8 All students attending the “public virtual school” shall be required to prove their attendance by daily
9 visual, verbal, and/or written confirmation of student participation in six and one-half (6 ½) hours of
10 instructional time per day for grades 1-12 and four (4) hours of instructional time per day for
11 kindergarten. Students will be provided required methods of proof of attendance by their respective
12 teachers.

13 The Principal shall be responsible for ensuring that:

14 1. Attendance is checked and reported daily;

15 2. All student absences are verified;

16 3. Written excuses are submitted for absences and tardiness; and

17 4. System-wide procedures for accounting and reporting are followed.

18
19 Student attendance records shall be given the same level of confidentiality as other student records.
20 Only authorized school officials with legitimate educational purposes may have access to student
21 information without consent of the student or parent(s)/guardian(s).

22 The Superintendent/designee shall require, from the parent of each student of compulsory school
23 age or from an adult student who has been absent from school or from any class for any reason, a
24 written statement of the cause for such absence within (5) days of returning to school. The Board of
25 Education reserves the right to verify such statements and to investigate the cause of each single
26 absence or prolonged absence.

27 Absences for which no written verification is submitted will be considered unexcused.

1 The Board considers the following factors to be reasonable excuses for time missed at school.

- 2 A. Personal Illness, injury, or hospitalization of student. Physician verification will be required to
- 3 justify absences after the accumulation of ten (10) days of absences during the school year, physician
- 4 verification will be required to justify the absence from school. Any accumulation of absences
- 5 beyond ten (10) without physician verification will be unexcused;
- 6 B. Personal illness in the family necessitating the presence of the student;
- 7 C. Death in the family;
- 8 D. School Endorsed Activities;
- 9 E. Absence due to the incapacity of parent/guardian;
- 10 F. Special and recognized religious holidays regularly observed by persons of their faith;
- 11 G. Legal Court Summons, Court Order, or subpoena when it is not a result of the student's misconduct
- 12 as provided by law;
- 13 H. Pregnant Students;
- 14 I. Extenuating circumstances approved by the Principal on a case-by-case basis;
- 15 J. Upon approved request to attend a released time course in religious moral instruction;
- 16 K. School sponsored activities; and
- 17 L. Students participating in an activity or program sponsored by 4-H.

18 The Principal or designee of a school must report promptly to the GMSD Student Services
19 Supervisor, the names of all students who have withdrawn from school or who have
20 accumulated three (3) days of unexcused absences, the GMSD Student Services Supervisor
21 shall serve upon the parent, guardian, or other person having control of a student subject to
22 compulsory attendance who is unlawfully absent from school, written notice that the student's
23 attendance at school is required by law.

24 Additionally, the Principal or designee must report promptly to the GMSD Student Services
25 Supervisor, the names of all students who have withdrawn from school or who have
26 accumulated five (5) days of unexcused absences. Each successive accumulation of five (5)
27 days of unexcused absences by a student must be reported.

28 **TRUANCY**

29 Truancy is defined as an absence for an entire school day, a major portion of the school day.

30 By the beginning of each school year, the Principal shall give written notice to the parent, guardian,
31 or person having control of a student subject to compulsory attendance that the parent, guardian, or
32 other person having control of the student must monitor the student's school attendance and require
33 the student to attend school. The written notice must inform the parent, guardian, or other person
34 having control of a student, that a student who accumulates five (5) days of unexcused absences
35 during the school year is subject to GMSD's Progressive Truancy Plan and that continued unexcused
36 absences may result in a referral to Juvenile Court. The five (5) days of unexcused absences need not
37 be five (5) consecutive days of unexcused absences.

38 When a student accumulates five (5) days of unexcused absences, the GMSD Student Services
39 Supervisor shall serve upon the parent, guardian, or other person having control of a student subject
40 to compulsory attendance who is unlawfully absent from school, written notice that the student's
41 attendance at school is required by law. The GMSD Student Services Supervisor shall send a new
42 notice after each successive accumulation of five (5) unexcused absences.

1 After a student has accumulated five (5) unexcused absences, and after given adequate time, as
2 determined by the GMSD Student Services Supervisor, the student's parent, guardian, or other person
3 having control of the student has failed to turn in documentation to excuse those absences, the GMSD
4 Student Services Supervisor or designee shall implement the truancy intervention requirements of the
5 second tier of the Progressive Truancy Plan.

6 **Progressive Truancy Plan**

7 The first tier of truancy prevention is applicable to all GMSD enrolled students. The second and third
8 tiers of truancy intervention apply to students who have accumulated a minimum of five (5) days of
9 unexcused absences.

10 **Tier One:**

11 Tier One of the Progressive Truancy Plan may include, but is not limited to, the following schoolwide
12 prevention-oriented supports:

- 13 a. Counseling;
- 14 b. Community-based services;
- 15 c. Other services/supports to address student performance.

16 The Whole Student Director may be consulted about the school-wide prevention-oriented supports
17 and/or individual student supports.

18 **Tier Two:**

19 Tier Two of the Progressive Truancy Plan shall include:

- 20 a) A conference with the GMSD Student Services Supervisor/designee, and the student and the
21 parent, guardian, or other person having control of the student;
- 22 b) A resulting attendance contract to be signed by the student, the parent, guardian, or other person
23 having control of the student, and the GMSD Student Services Supervisor/designee;

24 The contract must include:

- 25 (1) a specific description of the school's attendance expectations for the student;
 - 26 (2) the period for which the contract is in effect; and
 - 27 (3) penalties for additional absences and alleged school offenses, including additional
28 disciplinary action and potential referral to Juvenile Court.
- 29 c) Regularly scheduled follow-up meetings, which may be with the student and the parent,
30 guardian, or other person having control of the student, to discuss the student's progress;
 - 31 d) An individualized assessment by a school employee of the reasons a student has been absent
32 from school; and

- 1 e) If necessary, referral of the student to counseling, community-based services, or other in-school
2 or out-of-school services aimed at addressing the student's attendance problems.

3 **Tier Three**

4 Their Three of the Progressive Truancy Plan must be implemented if the truancy interventions under
5 Tier Two are unsuccessful. Tier Three of the Progressive Truancy Plan may consist of one (1) or
6 more of the following, at the discretion of the GMSD Student Services Supervisor:

- 7 a) School-based community services;
- 8 b) Collaboration with the Whole Student Director to provide appropriate supports for success;or
- 9 c) Meet weekly with a GMSD Counselor to develop strategies to improve attendance and
10 behavior.

11 **Judicial Intervention Regarding Truancy**

12 Notwithstanding the above progressive truancy tiers, if any tier of progressive truancy intervention is
13 unsuccessful, and the GMSD Students Services Supervisor can document that a parent or guardian
14 on four (4) occasions has failed or refused to:

- 15 a) attend conferences as set forth in the GMSD Progressive Truancy Plan;
- 16 b) return telephone calls from the GMSD Student Services Supervisor;
- 17 c) attend follow-up meetings as set forth in the GMSD Progressive Truancy Plan;
- 18 d) enter into an attendance contract as set forth in the GMSD Progressive Truancy Plan; or
- 19 e) actively participate in any of the tiers of truancy intervention set forth in the GMSD Progressive
20 Truancy Plan,

21 the GMSD Student Services Supervisor may report the student's absences to the Juvenile Court of
22 Shelby County, Tennessee without need to proceed to the next tier, if any.

23 Any parent, guardian, or other person who has control of a student, and who violates the State's
24 truancy law, commits educational neglect, which is a Class C misdemeanor. Each day's unlawful
25 absence constitutes a separate offense.

26 **MILITARY**

27 Notwithstanding any other law to the contrary, if a student's parent, custodian, or other person with
28 legal custody or control of the student is a member of the United States Armed Forces, including a
29 member of a state National Guard or a reserve component called to federal active duty, a public school
30 Principal shall give the student:

- 31 (1) An excused absence for one (1) day when the member is deployed;

- 1 (2) An additional excused absence for one (1) day when the service member returns from
2 deployment;
- 3 (3) Excused absences for up to ten (10) days for visitation when the member is granted
4 rest and recuperation leave and is stationed out of the country; and
- 5 (4) Excused absences for up to ten (10) days cumulatively within the school year for
6 visitation during the member's deployment cycle.

7 Total excused absences under numbers "3" and "4" above shall not exceed a total of ten (10) days
8 within the school year.

9 Students receiving an excused absence under this section shall have the opportunity to make up
10 schoolwork missed and shall not have their class grades adversely affected for lack of class
11 attendance or class participation due to the excused absence. Students shall have one (1) day to
12 make up work for each day of excused absence.

13 If necessary, verification may be required to justify absences.

14 Absences other than those outlined above shall be considered unexcused.

15 **DRIVER'S LICENSE REVOCATION**

16 More than ten (10) consecutive or fifteen (15) reported unexcused absences in a semester by a
17 student during any semester renders a student ineligible to retain a driver's license permit or license
18 or obtain such if of age.

19 In order to qualify for reclaiming a driver's permit or license, the student must make a passing
20 grade in at least three (3) full unit subjects or their equivalency at the conclusion of a subsequent
21 grading period.

22 **NOTICE**

23 A copy of this Policy shall be provided to public virtual school students and their parents/guardians.

Legal References

T.C.A. § 49-6-3007

T.C.A. § 49-6-3017

T.C.A. § 49-6-3019

T.C.A. § 49-16-201 through 216

State Board of Education Rule 0520-01-03-.05

Germantown Municipal School District

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

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.¹ 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.²

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 **or student** and the
20 transmission of such threat creates actual disruptive activity at the school that
21 requires 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 **or student** and the
27 transmission of such threat creates actual disruptive activity at the school that
28 requires 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

- 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 environment³;
- 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.

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
T.C.A. § 49-6-4002 to 4005; 20 USCA § 7114, 7118
T.C.A. § 49-6-4009
T.C.A. § 49-6-4109

Germantown Municipal School District

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

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

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

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

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

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

Legal References

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

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



Germantown Municipal School District Budget Amendment

Fiscal Year: 2021-2022

Amendment # 20

GMSD Acct #	GMSD Acct	Original Budget	Changes	Requested Changes	Amended Budget
142-71100-195	Certified Substitutes	-	-	65,000	65,000
142-72120-131	Medical Personnel	-	-	311,304	
142-72120-201	Social Security	-	-	19,302	19,302
142-72120-204	Retirement	-	-	32,216	32,216
142-72120-206	Life Insurance	-	-	623	
142-72120-207	Medical Insurance	-	-	54,803	
142-72120-212	Medicare	-	-	1,327	1,327
142-72120-413	Medical Supplies	-	-	104,000	104,000
142-72120-735	Health Equipment	-	-	79,768	79,768
142-72130-123	Guidance Personnel	-	-	50,524	50,524
142-72130-201	Social Security	-	-	3,132	3,132
142-72130-204	Retirement	-	-	5,371	5,371
142-72130-206	Life Insurance	-	-	152	152
142-72130-207	Medical Insurance	-	-	4,470	4,470
142-72130-212	Medicare	-	-	733	733
142-72130-599	Other Charges	-	-	25,000	25,000
142-76100-707	Building Improvements	-	-	275,000	275,000
142-47590	Epidemiology & Lab Capacity Grant Rev	-	-	1,032,725	1,032,725

REASON FOR AMENDMENT:

Allocation of Epidemiology & Laboratory Capacity grant funds - subs for teachers with COVID; staffing, supplies, facility, and equipment for onsite COVID testing clinic, nursing staff. Project 940.

APPROVAL / DENIAL:

_____ Budget revision is approved effective _____.

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

_____ GMSD Board Chair _____ Date

_____ GMSD Superintendent _____ Date

GERMANTOWN MUNICIPAL SCHOOL
DISTRICT

BACK TO SCHOOL SAFETY PLAN

Originally presented to the Board on Friday, July
23, 2021 and published on our website under
"CORONAVIRUS INFORMATION"

Sites_7_15
0,000

Surveillance System (NEDSS)
3 (Other/Missing Zip code = 25)

based on the Jenkins Natural Breaks Method
near Population Estimates



Instructional Models

One of the key recommendations of the Shelby County Health Department and Center for Disease Control (CDC) is to provide 3-6 feet of social distancing when possible.

Last year, school districts in TN received special permission from the Governor and the State Board of Education to operate virtually and with hybrid instruction. This year the Governor and State Board of Education have ruled that districts are not allowed to offer these forms of modified instruction. All GMSD schools will offer in-person, full-time instruction for the 2021-2022 school year.

The only exceptions to virtual learning allowed must be a state-approved stand-alone virtual school or homebound instruction.

GMSD received approval for a stand-alone virtual school for grades K-12.

Masking

Masks are highly recommended for all person(s) vaccinated and unvaccinated while indoors in a school building.

Social Distancing

One of the key recommendations of the Shelby County Health Department and Center for Disease Control (CDC) is to provide 3 feet of social distancing when possible.

Classrooms will maintain at least 3 feet of physical distance between students within classrooms when possible.

Positive and Suspected Cases

A Student Tests Positive:

- Families will reach out to GMSD (building nurse, CSH Supervisor, or building admin to notify district of positive test results.
- Members of the district's health team will reach out to gather additional information and provide a return to school/activity date.
- Positive cases will quarantine for 10 days based off the day they started symptoms (if known) or day they were tested.
- A school and district notification will be sent out informing of a positive COVID case. Names will not be shared in any district communications.
- Return to school date(s) will be communicated with building principals, attendance clericals, and the student's teachers.

All GMSD schools are required to offer in-person, full-time instruction for the 2021-2022 school year.

LAST YEAR, SCHOOL DISTRICTS IN TN RECEIVED SPECIAL PERMISSION FROM THE GOVERNOR AND THE STATE BOARD OF EDUCATION TO OPERATE VIRTUALLY AND WITH HYBRID INSTRUCTION. THIS YEAR THE GOVERNOR AND STATE BOARD OF EDUCATION HAVE RULED THAT DISTRICTS ARE NOT ALLOWED TO OFFER THESE FORMS OF MODIFIED INSTRUCTION.

GERMANTOWN ONLINE ACADEMY OF LEARNING

The only exceptions to virtual learning allowed must be a state-approved stand-alone virtual school or homebound instruction.

GMSD has received approval for a stand-alone virtual school for grades K-12.

A Positive Case is Identified:

1. A return to school/activity date is generated based off last time contact was had with positive case and/or when symptoms started.
2. Families can complete early return options (7 or 10 days) by meeting the criteria for early return.

Health Checks

GMSD will not be continuing the daily student health checks in Skyward during the 2021-2022 school year. However, schools will continue working with families to provide excused absences if students have been exposed to COVID-19 or if they are showing any symptoms. GMSD wants families to practice the necessary precautions and are ready to work with parents to keep all of our students healthy.

COVID Related Absences

When a student or staff member has tested positive for COVID-19 or needs to quarantine according to the Shelby County Health Department, absences will be excused. Teachers will offer access to lessons and materials to keep students on track during their absence. This access can include Schoology assignments, printed assignments, and/or video-recorded lessons.

Students may participate in learning activities each day while quarantined to remain on track with lessons/curriculum; however, they may also wait to submit assignments upon returning according to the GMSD Grading Policy 4.600:

In the event of an excused absence, students are expected to make up missed work within a reasonable amount of time as determined by the school policy, with a minimum of one day allowed for each day absent.

Technology

For password resets, general troubleshooting, or technology questions email helpdesk@gmsdk12.org or call (901)756-2323.

If the device is stolen:

- Off campus – A police report must be filed by the student's parent/guardian in the city where the device was stolen, and school administration must be notified immediately. In addition, the District may require restitution of property and damages, where appropriate.
- On campus – School administration should be notified immediately.

If the device is lost or misplaced:

- Please report lost or misplaced devices immediately to your school for assistance in recovering the device.
- Restitution will be required for the full replacement value of the device.

Reach out to a school nurse

Forest-Hill Elementary: Alison Herrington, Mary.herrington@gmsdk12.org

Dogwood Elementary: Madhuri Srinivasan, Madhuri.srinivasan@gmsdk12.org

Farmington Elementary: Melissa Eskins, Melissa.eskins@gmsdk12.org

Riverdale Elementary (K-8): Julie Bebawy, Julie.bebawy@gmsdk12.org

Houston Middle School: Laura Smith, Laura.smith@gmsdk12.org

Houston High School: Celeste Waldrup, Celeste.waldrup@gmsdk12.org

GMSD Lead Nurse: Colleen Cheatham, Colleen.cheatham@gmsdk12.org

GMSD School Health Supervisor: Andrew Martin, Andrew.martin@gmsdk12.org

COVID-19 Notifications

Parents will continue to receive school wide COVID notifications.

Due to privacy issues governed by law, the identity of person(s) with either suspected or positive cases of COVID-19 cannot be publicly shared. It is, however, important that parents report confirmed COVID-19 cases to the school so that proper protocols can be enacted.

Building Sanitization and Cleaning Procedures

Increased cleaning efforts have been outlined with our custodial service provider, SKB, to include multiple daily cleanings of common areas and increased efforts in each classroom.

GMSD will continue the employment of day porters at each school building to both clean and monitor the increased cleaning effort protocols and ensure that their building is in alignment with district standards.

GMSD has purchased eight Clorox Total 360 Cleaning Systems. These systems are often used in hospitals to mitigate the spread of germs. High traffic areas will be disinfected on a regular basis, and classrooms on a case-by-case basis.

All school HVAC systems have been upgraded with High-MERV filters. The MERV-13 filters are the industry standard in reducing particles and bacteria in the air. Our HVAC systems also have the ability to circulate fresh air in programmed bursts through the building. GMSD has programmed fresh air in short, frequent bursts.

Schools will provide opportunities for all students to take regular breaks to wash their hands throughout the day. Restrooms will be regularly checked for necessary materials. Hand sanitizing stations have been placed throughout each building.

After School Activities, Arts, & Athletics

After school activities, athletics, and fine arts are an important part of the social emotional well-being of students. GMSD has prioritized that these activities will continue with protocols and safety guidelines. Athletics will follow TSSAA & TMSAA guidelines.

R.E.A.C.H.

For many working parents, our partnership with the City of Germantown Parks and Rec Department R.E.A.C.H. Program is essential. R.E.A.C.H. will be permitted to provide this service on our campus and will follow all school procedures and safety measures. Questions about R.E.A.C.H. need to be directed to Germantown Parks and Recreation.

Transportation

Our transportation provider, Durham, will provide information about their safety procedures on buses. Social distancing may not be possible on buses and mask wearing will be required.



Germantown Board of Education 2022 Legislative Agenda

➤ ***OPPOSE REVISIONS TO THE BEP THAT NEGATIVELY IMPACT OVERALL DISTRICT FUNDING***

The Germantown Board of Education supports a review of the Basic Education Plan ("BEP") formula but opposes any changes to the formula that would result in a reduction of overall funding to a district or that would burden local funding bodies with replacing reduced state education funding.

➤ ***INCREASE FUNDING FOR TEACHER PAY AND MENTAL HEALTH AND BEHAVIORAL RESOURCES***

The Germantown Board of Education supports the General Assembly's recent efforts to increase funding for teacher pay and mental health and behavioral resources in schools. The Board urges the General Assembly to continue doing so.

➤ ***ALLOW SCHOOL DISTRICTS TO MAKE 3RD GRADE RETENTION DECISIONS BASED ON THEIR OWN DATA DEMONSTRATING STUDENTS' UNDERSTANDING OF ELA***

The Germantown Board of Education urges the General Assembly to amend Tenn. Code Ann. Section 49-6-3115(a)(2)(A) and -(B) (effective July 1, 2022), to include a good cause exemption allowing school districts to make retention decisions for third-grade students based upon districts' own data demonstrating their students' understanding of English language arts, such as benchmark assessment scores. (Resolution 2/2021-2022)

➤ ***INCLUDE 2020-21 TN READY DATA IN CALCULATING AMO FOR THE 2021-22 SCHOOL YEAR***

In order to achieve the clearest, most accurate, and realistic depiction of the academic performance of Tennessee students and to equitably set goals and targets for future school years, the Germantown Board of Education urges the Department of Education and, to the extent necessary, the General Assembly, to use TN Ready data collected in the 2020-2021 school year in calculating Annual Measurable Objectives ("AMO") for the 2021-2022 school year.

➤ ***PROVIDE MORE FLEXIBILITY IN CTE LICENSURE REQUIREMENTS***

The Germantown Board of Education urges the General Assembly and State Board of Education to provide greater licensure and endorsement flexibility for individuals with industry experience who desire to become career and technical education ("CTE") teachers.



Germantown Board of Education **2022 Legislative Agenda**

➤ ***ALLOW SCHOOL BOARDS TO ENACT THEIR OWN INTRA-DISTRICT TRANSFER POLICIES***

The Germantown Board of Education urges the General Assembly to rescind Tenn. Code Ann. Section 49-2-128 or amend it to simply require local boards of education to enact their own policies governing intra-district student transfers.

➤ ***OPPOSE PUBLICLY FUNDED EDUCATION SAVINGS ACCOUNTS/VOUCHERS***

The Germantown Board of Education opposes any legislation intended to create or expand programs in Tennessee that would divert money intended for public education to private schools or organizations. (Resolution revised 2.11.2019)

Germantown Board of Education

Amy Eoff, Chair

Betsy Landers, Vice-Chair

Angela Griffith

Brian Curry

Ryan Strain, TLN Representative

Jason Manuel, Superintendent
