

**GMSD Work Session**  
**January 19, 2022 5:00 PM**  
Board Room, GMSD Office

1. Demographer's Forecast
2. School fees and Activity costs 2021-22
3. Approval of Esser Plan Updates
4. Review/Revision of Policies - First Reading
5. Tuition
6. Further Business

# **GERMANTOWN MUNICIPAL SCHOOL DISTRICT**

**JANUARY 19, 2022**

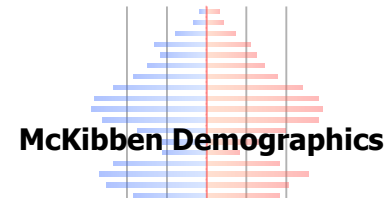
**McKIBBEN DEMOGRAPHIC RESEARCH, LLC**

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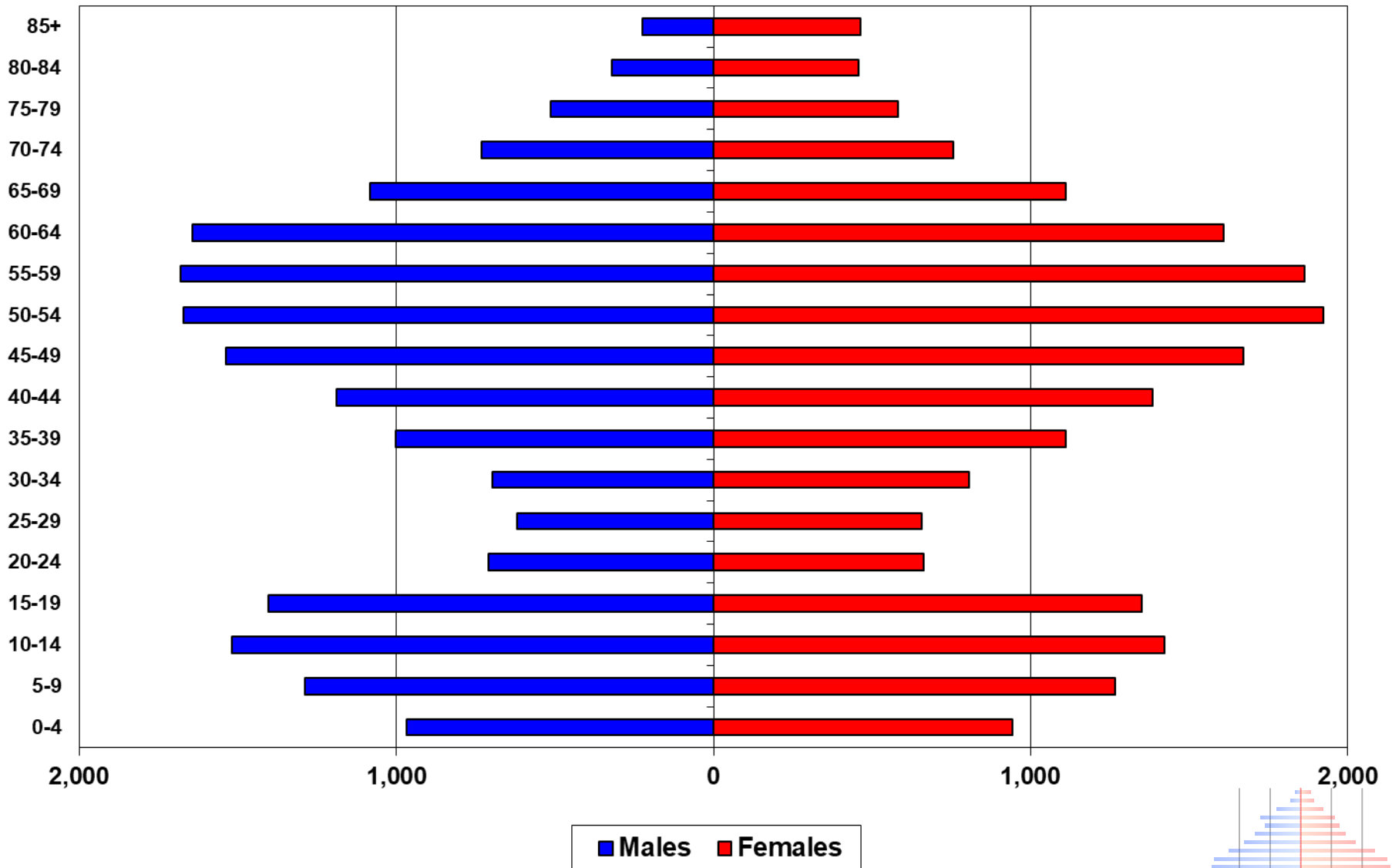
# GERMANTOWN MUNICIPAL SCHOOL DISTRICT FORECAST ASSUMPTIONS

- a. The national, state or regional economy does not go into deep recession at anytime during the 10 years of the forecasts; (Deep recession is defined as four consecutive quarters where the GDP contracts greater than 1% per quarter)
- b. Interest rates have reached a historic low and will not fluctuate more than one percentage point in the short term; the interest rate for a 30-year fixed home mortgage stays below 4.5%;
- c. The rate of mortgage approval stays at 2015-2020 levels and lenders do not return to “sub-prime” mortgage practices;
- d. There are no additional restrictions placed on home mortgage lenders or additional bankruptcies of major credit providers;
- e. The rate of housing foreclosures does not exceed 125% of the 2015-2020 average of Shelby County for any year in the forecasts;
- f. All currently planned, platted, approved, and permitted housing developments are built out and completed by 2029. All new housing units constructed are occupied by 2031. Speculative new home construction plans are not included.
- g. The average annual unemployment rates for Shelby County and the Memphis Metropolitan Area will remain below 7.5% for the 10 years of the forecasts;
- h. The intra-district student transfer policy remains unchanged over the next 10 years;
- i. The rate of students transferring out of the Germantown Municipal School District will remain at the 2015-16 to 2020-21 average;
- j. The inflation rate for gasoline will stay below 5% per year for the 10 years of the forecasts;

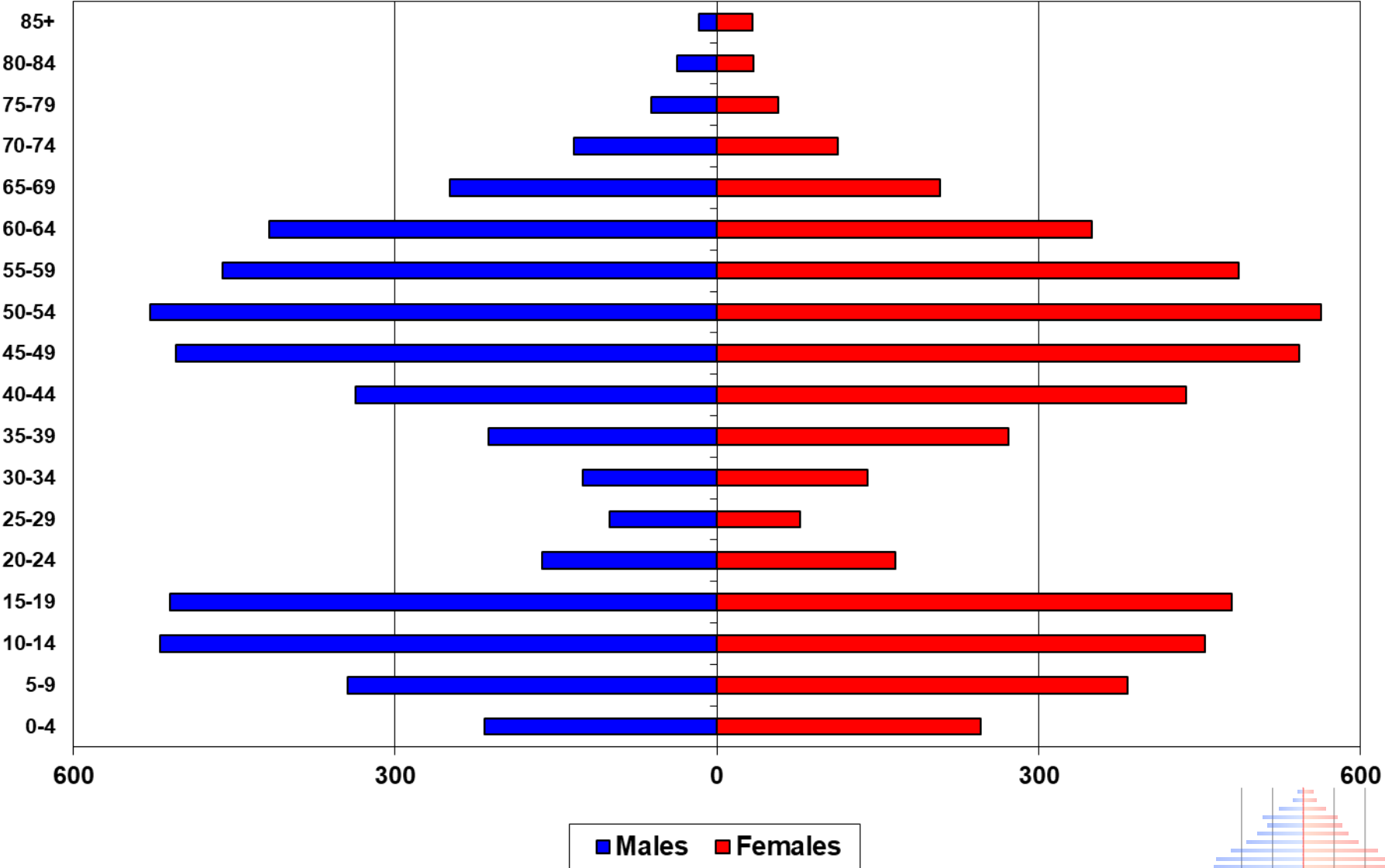
# GERMANTOWN MUNICIPAL SCHOOL DISTRICT FORECAST ASSUMPTIONS

- k. The state of Tennessee does not change the current policy on open enrollment or school vouchers anytime in the next 10 years;
- l. There will be no building moratorium within the district;
- m. Businesses within the district and the Germantown Municipal School District area will remain viable;
- n. There are no charter schools opened in the district or immediate area anytime over the next 10 years;
- o. The number of existing home sales in the district that are a result of “distress sales” (homes worth less than the current mortgage value) will not exceed 20% of total homes sales in the district for any given year;
- p. Housing turnover rates (sale of existing homes in the district) will remain at their current levels. The majority of existing home sales are made by homeowners over the age of 60;
- q. The district will have at least an average of 650 existing home sales per year for the next 10 years;
- r. The district will have at least an average of 30 new housing units constructed per year over the next 10 years;
- s. Private school and home school attendance rates will remain constant;
- t. The rate of foreclosures for commercial property remains at the 2015-2020 average for Shelby County.

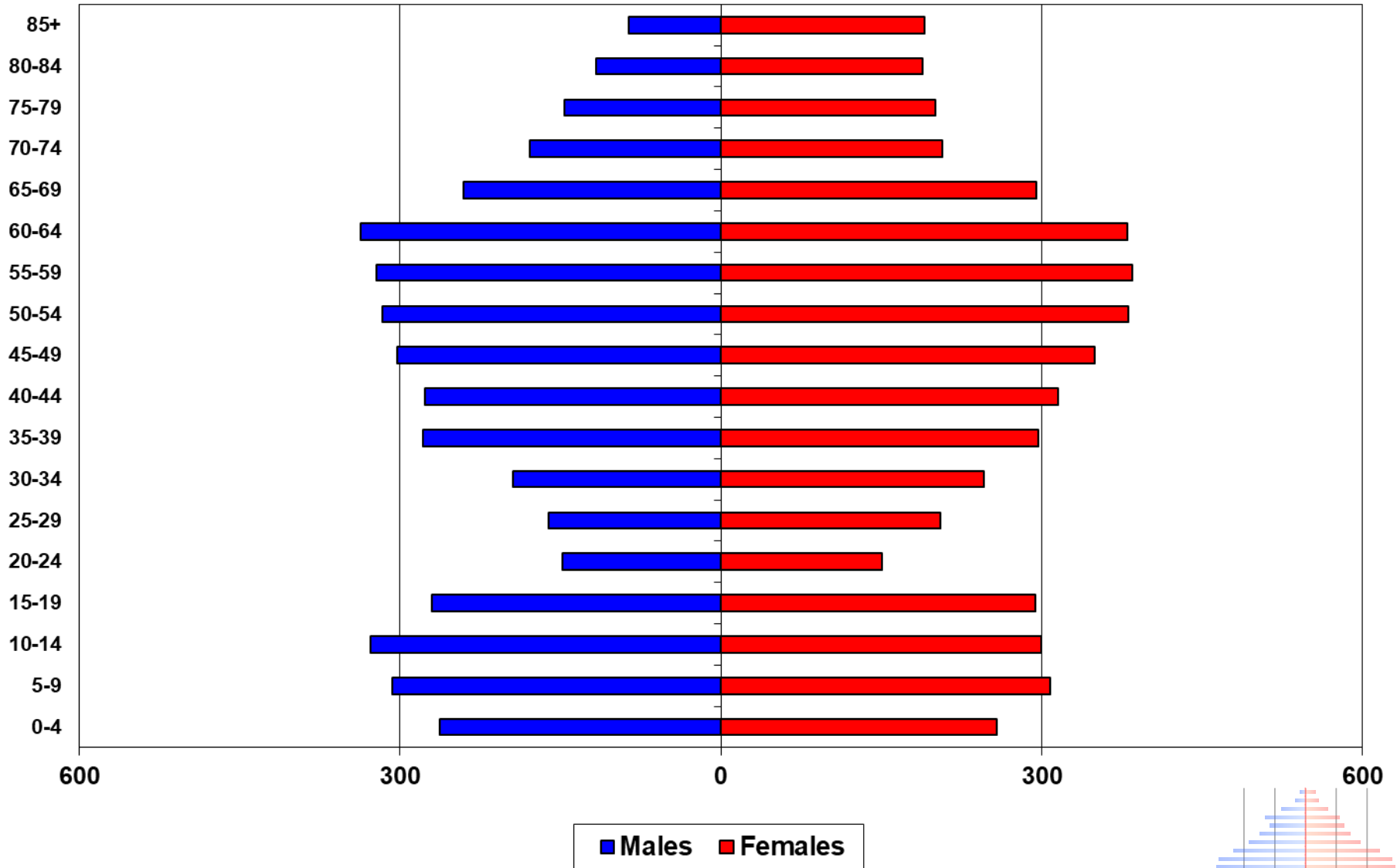
# GERMANTOWN MUNICIPAL SCHOOL DISTRICT 2010 CENSUS POPULATION



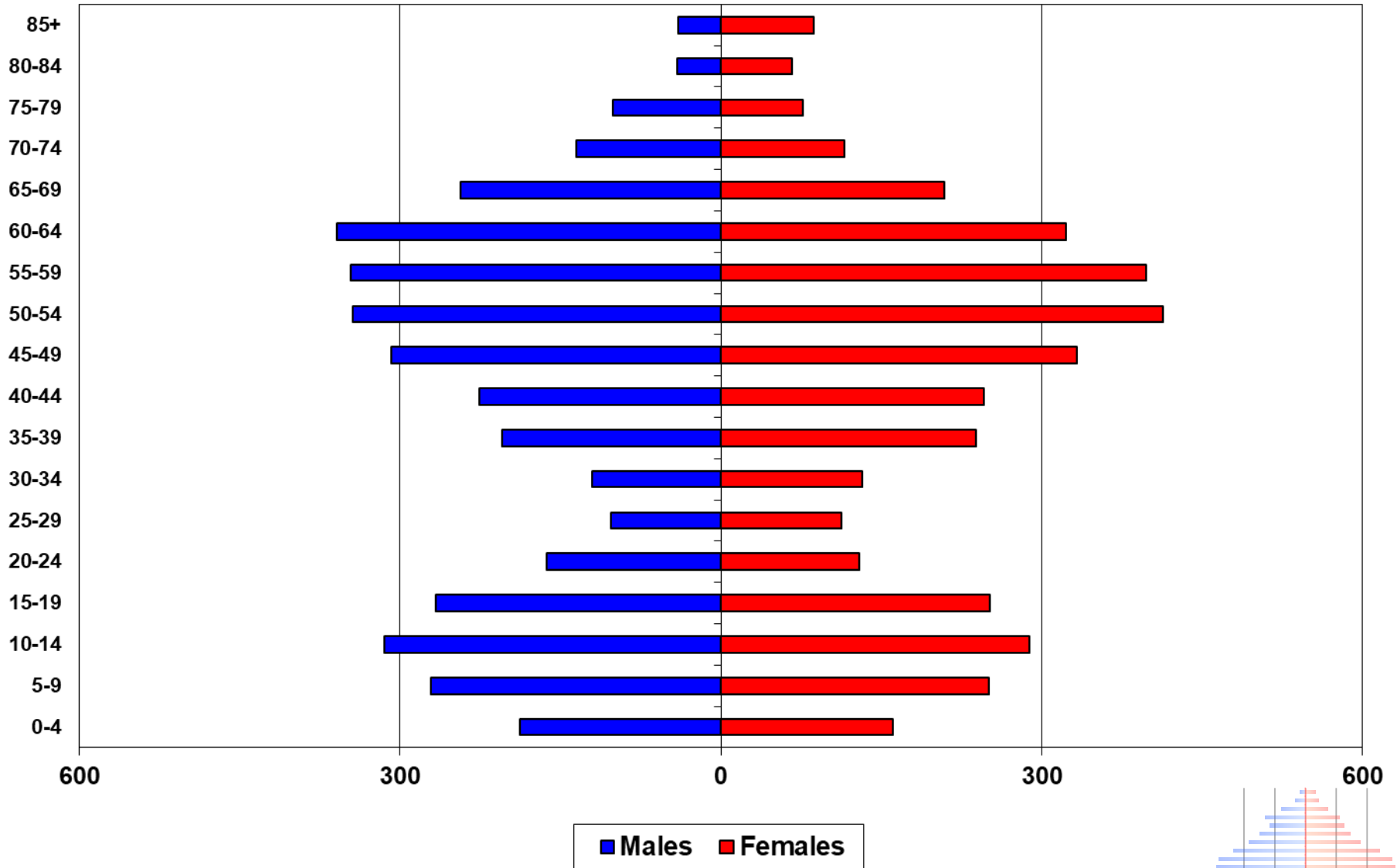
# DOGWOOD ELEMENTARY 2010 CENSUS POPULATION



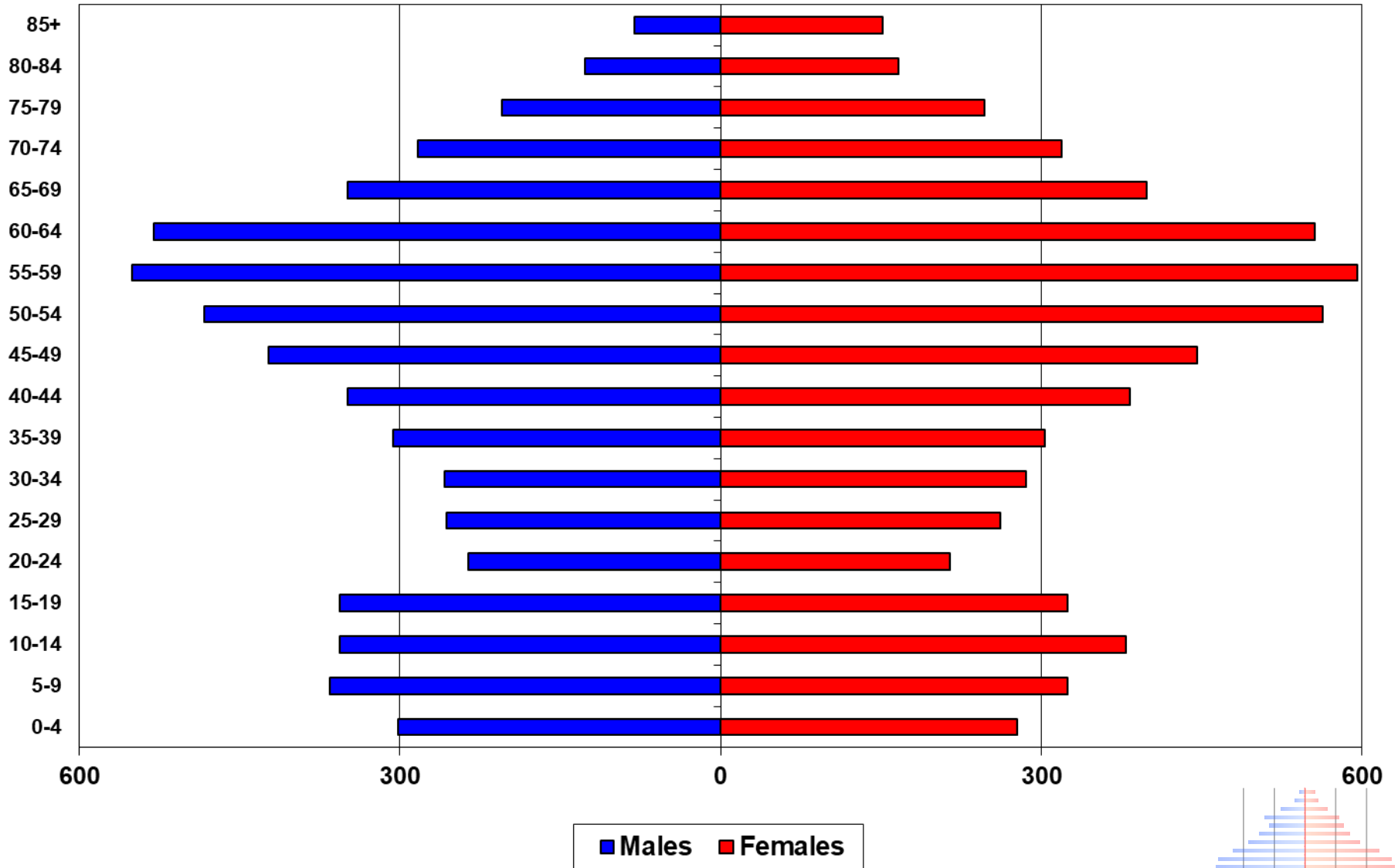
# FARMINGTON ELEMENTARY 2010 CENSUS POPULATION



# FOREST HILL ELEMENTARY 2010 CENSUS POPULATION



# RIVERDALE ELEMENTARY 2010 CENSUS POPULATION



# GERMANTOWN MUNICIPAL SCHOOL DISTRICT SUPPLEMENTAL TABLES

**Table 1: Forecasted Elementary Area Population Change, 2020 to 2030**

	<b>2020</b>	<b>2025</b>	<b>2020-2025 Change</b>	<b>2030</b>	<b>2025-2030 Change</b>	<b>2020-2030 Change</b>
<b>Dogwood</b>	9,970	9,870	-1.0%	9,660	-2.1%	-3.1%
<b>Farmington</b>	9,230	9,180	-0.5%	9,030	-1.6%	-2.2%
<b>Forest Hill</b>	7,780	7,750	-0.4%	7,600	-1.9%	-2.3%
<b>Riverdale</b>	12,190	12,050	-1.1%	11,750	-2.5%	-3.6%
<b>District Total</b>	<b>39,170</b>	<b>38,850</b>	<b>-0.8%</b>	<b>38,040</b>	<b>-2.1%</b>	<b>-2.9%</b>

# GERMANTOWN MUNICIPAL SCHOOL DISTRICT SUPPLEMENTAL TABLES

Table 2: Household Characteristics by Elementary Area, 2010 Census

	HH w/ Pop Under 18	% HH w/ Pop Under 18	Total Households	Household Population	Persons Per Household
<b>Dogwood</b>	1,520	46.3%	3,282	9,984	3.04
<b>Farmington</b>	1,178	30.7%	3,836	9,185	2.39
<b>Forest Hill</b>	964	35.1%	2,746	7,614	2.77
<b>Riverdale</b>	1,362	27.0%	5,046	12,019	2.38
<b>District Total</b>	<b>5,023</b>	<b>33.7%</b>	<b>14,910</b>	<b>38,801</b>	<b>2.60</b>

# GERMANTOWN MUNICIPAL SCHOOL DISTRICT SUPPLEMENTAL TABLES

Table 3: Householder Characteristics by Elementary Area, 2010 Census

	Percentage of Householders aged 35-54	Percentage of Householders aged 65+	Percentage of Householders who own homes
Dogwood	51.1%	16.1%	98.3%
Farmington	36.1%	31.3%	80.6%
Forest Hill	41.7%	24.8%	92.5%
Riverdale	34.6%	29.7%	84.3%
<b>District Total</b>	<b>39.9%</b>	<b>26.2%</b>	<b>87.9%</b>

# GERMANTOWN MUNICIPAL SCHOOL DISTRICT SUPPLEMENTAL TABLES

**Table 4: Percentage of Households that are Single Person Households and Single Person Households that are over age 65 by Elementary Area, 2010 Census**

	Percentage of Single Person Households	Percentage of Single Person Households and are 65+
Dogwood	7.3%	2.6%
Farmington	27.5%	13.8%
Forest Hill	12.9%	7.0%
Riverdale	25.5%	10.6%
<b>District Total</b>	<b>19.7%</b>	<b>9.0%</b>

# GERMANTOWN MUNICIPAL SCHOOL DISTRICT SUPPLEMENTAL TABLES

Table 5: Elementary Enrollment (K-5), 2021, 2026, 2031

	2021	2026	2021-2026 Change	2031	2026-2031 Change	2021-2031 Change
<b>Dogwood</b>	629	673	7.0%	653	-3.0%	3.8%
<b>Farmington</b>	590	642	8.8%	612	-4.7%	3.7%
<b>Forest Hill</b>	647	705	9.0%	668	-5.2%	3.2%
<b>Riverdale</b>	758	732	-3.4%	705	-3.7%	-7.0%
<b>District Total</b>	<b>2,624</b>	<b>2,752</b>	<b>4.9%</b>	<b>2,638</b>	<b>-4.1%</b>	<b>0.5%</b>

# GERMANTOWN MUNICIPAL SCHOOL DISTRICT SUPPLEMENTAL TABLES

Table 6: Age Under One to Age Ten Population Counts, by Year of Age, by Elementary Area: 2010 Census

	Under 1 year	1 year	2 years	3 years	4 years	5 years	6 years	7 years	8 years	9 years	10 years
<b>Dogwood</b>	62	81	97	113	110	129	127	135	152	185	183
<b>Farmington</b>	93	105	111	95	117	125	115	111	133	131	133
<b>Forest Hill</b>	64	58	73	75	79	103	103	113	104	99	127
<b>Riverdale</b>	108	101	108	141	121	118	139	146	145	143	160
<b>District Total</b>	<b>327</b>	<b>345</b>	<b>389</b>	<b>424</b>	<b>427</b>	<b>476</b>	<b>484</b>	<b>505</b>	<b>533</b>	<b>558</b>	<b>603</b>

# GERMANTOWN MUNICIPAL SCHOOL DISTRICT POPULATION FORECASTS

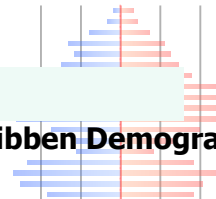
	2010	2015	2020	2025	2030
<b>0-4</b>	1912	2240	2200	2070	1870
<b>5-9</b>	2556	2200	2480	2480	2360
<b>10-14</b>	2940	2630	2210	2510	2510
<b>15-19</b>	2755	2720	2430	2020	2330
<b>20-24</b>	1373	1230	1390	1300	1140
<b>25-29</b>	1278	1430	1300	1390	1300
<b>30-34</b>	1503	1480	1570	1430	1530
<b>35-39</b>	2114	1720	1670	1730	1540
<b>40-44</b>	2573	2230	1820	1660	1720
<b>45-49</b>	3210	2600	2300	1810	1640
<b>50-54</b>	3595	3180	2590	2290	1760
<b>55-59</b>	3545	3560	3140	2570	2240
<b>60-64</b>	3252	3470	3480	3070	2470
<b>65-69</b>	2193	3060	3260	3260	2860
<b>70-74</b>	1485	2050	2910	3110	3120
<b>75-79</b>	1094	1430	1990	2840	3050
<b>80-84</b>	779	1080	1400	1970	2810
<b>85+</b>	687	810	1030	1340	1790
<b>Total</b>	<b>38844</b>	<b>39120</b>	<b>39170</b>	<b>38850</b>	<b>38040</b>
<b>Median Age</b>	45.7	48.2	50.4	52.2	53.1
<b>Births</b>		1680	1600	1440	1370
<b>Deaths</b>		920	1130	1410	1780
<b>Natural Increase</b>		760	470	30	-410
<b>Net Migration</b>		-450	-410	-400	-370
<b>Change</b>		310	60	-370	-780

# GERMANTOWN MUNICIPAL SCHOOL DISTRICT TOTAL ENROLLMENT

	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
<b>K</b>	445	396	449	439	439	440	434	429	423	416	409	407	405
<b>1</b>	436	434	414	462	460	459	460	455	448	442	435	428	421
<b>2</b>	436	426	456	417	465	463	462	463	458	451	444	441	434
<b>3</b>	480	431	406	459	419	467	464	464	465	460	454	451	448
<b>4</b>	439	455	434	409	462	422	469	466	466	467	465	461	458
<b>5</b>	444	434	465	439	414	467	429	475	472	473	477	476	472
<b>Total: K-5</b>	<b>2680</b>	<b>2576</b>	<b>2624</b>	<b>2625</b>	<b>2659</b>	<b>2718</b>	<b>2718</b>	<b>2752</b>	<b>2732</b>	<b>2709</b>	<b>2684</b>	<b>2664</b>	<b>2638</b>
<b>6</b>	457	447	407	471	445	420	471	431	478	475	476	482	481
<b>7</b>	509	441	442	405	469	444	418	469	429	475	473	474	480
<b>8</b>	507	492	435	437	401	463	440	413	463	424	469	467	468
<b>Total: 6-8</b>	<b>1473</b>	<b>1380</b>	<b>1284</b>	<b>1313</b>	<b>1315</b>	<b>1327</b>	<b>1329</b>	<b>1313</b>	<b>1370</b>	<b>1374</b>	<b>1418</b>	<b>1423</b>	<b>1429</b>
<b>9</b>	452	531	528	459	461	423	488	466	438	491	449	497	495
<b>10</b>	475	450	534	523	454	456	419	486	464	436	489	447	495
<b>11</b>	494	440	446	523	513	445	447	413	479	457	429	482	440
<b>12</b>	454	494	476	450	528	518	449	454	419	486	464	435	489
<b>Total: 9-12</b>	<b>1875</b>	<b>1915</b>	<b>1984</b>	<b>1955</b>	<b>1956</b>	<b>1842</b>	<b>1803</b>	<b>1819</b>	<b>1800</b>	<b>1870</b>	<b>1831</b>	<b>1861</b>	<b>1919</b>
<b>Total: K-12</b>	<b>6028</b>	<b>5871</b>	<b>5892</b>	<b>5893</b>	<b>5930</b>	<b>5887</b>	<b>5850</b>	<b>5884</b>	<b>5902</b>	<b>5953</b>	<b>5933</b>	<b>5948</b>	<b>5986</b>
<b>Total: K-12</b>	6028	5871	5892	5893	5930	5887	5850	5884	5902	5953	5933	5948	5986
<b>Change</b>		-157	21	1	37	-43	-37	34	18	51	-20	15	38
<b>%-Change</b>		-2.6%	0.4%	0.0%	0.6%	-0.7%	-0.6%	0.6%	0.3%	0.9%	-0.3%	0.3%	0.6%
<b>Total: K-5</b>	2680	2576	2624	2625	2659	2718	2718	2752	2732	2709	2684	2664	2638
<b>Change</b>		-104	48	1	34	59	0	34	-20	-23	-25	-20	-26
<b>%-Change</b>		-3.9%	1.9%	0.0%	1.3%	2.2%	0.0%	1.3%	-0.7%	-0.8%	-0.9%	-0.7%	-1.0%
<b>Total: 6-8</b>	1473	1380	1284	1313	1315	1327	1329	1313	1370	1374	1418	1423	1429
<b>Change</b>		-93	-96	29	2	12	2	-16	57	4	44	5	6
<b>%-Change</b>		-6.3%	-7.0%	2.3%	0.2%	0.9%	0.2%	-1.2%	4.3%	0.3%	3.2%	0.4%	0.4%
<b>Total: 9-12</b>	1875	1915	1984	1955	1956	1842	1803	1819	1800	1870	1831	1861	1919
<b>Change</b>		40	69	-29	1	-114	-39	16	-19	70	-39	30	58
<b>%-Change</b>		2.1%	3.6%	-1.5%	0.1%	-5.8%	-2.1%	0.9%	-1.0%	3.9%	-2.1%	1.6%	3.1%

# DOGWOOD POPULATION FORECASTS

	2010	2015	2020	2025	2030
<b>0-4</b>	462	540	550	510	480
<b>5-9</b>	728	610	640	610	570
<b>10-14</b>	974	800	630	670	640
<b>15-19</b>	991	900	730	570	610
<b>20-24</b>	330	310	320	340	270
<b>25-29</b>	178	260	310	260	280
<b>30-34</b>	266	280	320	370	320
<b>35-39</b>	484	370	360	390	430
<b>40-44</b>	775	580	440	380	390
<b>45-49</b>	1047	840	650	440	380
<b>50-54</b>	1092	1040	830	640	430
<b>55-59</b>	948	1080	1020	820	640
<b>60-64</b>	767	940	1070	1020	780
<b>65-69</b>	457	690	860	990	940
<b>70-74</b>	246	380	610	790	930
<b>75-79</b>	118	200	340	570	750
<b>80-84</b>	71	120	200	340	560
<b>85+</b>	50	70	90	160	260
<b>Total</b>	<b>9984</b>	<b>10010</b>	<b>9970</b>	<b>9870</b>	<b>9660</b>
<b>Median Age</b>	43.7	47.1	50.2	53.1	55.2
<b>Births</b>		330	310	250	240
<b>Deaths</b>		120	160	220	310
<b>Natural Increase</b>		210	150	30	-70
<b>Net Migration</b>		-180	-170	-160	-150
<b>Change</b>		30	-20	-130	-220

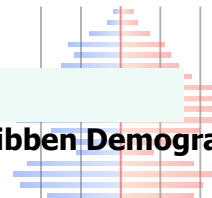


# DOGWOOD ELEMENTARY TOTAL ENROLLMENT

	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
<b>K</b>	111	88	107	105	106	108	108	106	105	103	102	102	101
<b>1</b>	112	105	93	112	113	114	116	115	113	112	110	109	107
<b>2</b>	94	95	110	91	110	111	111	113	112	110	109	108	107
<b>3</b>	146	96	95	112	93	112	112	112	114	113	111	111	110
<b>4</b>	105	125	98	97	114	95	113	113	113	115	114	113	113
<b>5</b>	137	105	126	99	98	115	96	114	114	114	116	116	115
<b>Total: K-5</b>	<b>705</b>	<b>614</b>	<b>629</b>	<b>616</b>	<b>634</b>	<b>655</b>	<b>656</b>	<b>673</b>	<b>671</b>	<b>667</b>	<b>662</b>	<b>659</b>	<b>653</b>
<b>Total: K-5</b>	705	614	629	616	634	655	656	673	671	667	662	659	653
<b>Change</b>		-91	15	-13	18	21	1	17	-2	-4	-5	-3	-6
<b>%-Change</b>		-13%	2.4%	-2.1%	2.9%	3.3%	0.2%	2.6%	-0.3%	-0.6%	-0.7%	-0.5%	-0.9%

# FARMINGTON POPULATION FORECASTS

	2010	2015	2020	2025	2030
<b>0-4</b>	521	570	550	530	470
<b>5-9</b>	614	570	630	610	580
<b>10-14</b>	628	620	570	630	610
<b>15-19</b>	564	570	560	520	580
<b>20-24</b>	299	280	310	300	300
<b>25-29</b>	366	340	310	330	340
<b>30-34</b>	441	400	360	340	360
<b>35-39</b>	576	470	430	390	370
<b>40-44</b>	593	590	470	430	390
<b>45-49</b>	653	580	580	470	430
<b>50-54</b>	698	650	580	580	460
<b>55-59</b>	707	690	640	580	570
<b>60-64</b>	718	700	680	630	570
<b>65-69</b>	536	680	660	640	600
<b>70-74</b>	386	510	650	640	620
<b>75-79</b>	347	380	510	640	630
<b>80-84</b>	305	340	370	500	640
<b>85+</b>	277	320	370	420	510
<b>Total</b>	9228	9260	9230	9180	9030
<b>Median Age</b>	45.1	46.9	48.7	50.3	50.9
<b>Births</b>		450	420	400	380
<b>Deaths</b>		320	360	400	470
<b>Natural Increase</b>		130	60	0	-90
<b>Net Migration</b>		-90	-80	-80	-70
<b>Change</b>		40	-20	-80	-160

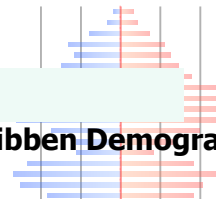


# FARMINGTON ELEMENTARY TOTAL ENROLLMENT

	2019- 20	2020- 21	2021- 22	2022- 23	2023- 24	2024- 25	2025- 26	2026- 27	2027- 28	2028- 29	2029- 30	2030- 31	2031- 32
<b>K</b>	107	98	109	107	106	105	103	102	100	99	97	97	96
<b>1</b>	114	104	96	111	109	108	107	105	104	102	101	99	98
<b>2</b>	102	110	104	97	112	110	110	109	107	106	103	103	101
<b>3</b>	94	89	100	103	95	110	108	109	108	106	105	104	104
<b>4</b>	116	92	83	99	102	94	109	107	108	107	107	106	105
<b>5</b>	106	107	98	84	100	103	95	110	108	109	109	109	108
<b>Total: K-5</b>	<b>639</b>	<b>600</b>	<b>590</b>	<b>601</b>	<b>624</b>	<b>630</b>	<b>632</b>	<b>642</b>	<b>635</b>	<b>629</b>	<b>622</b>	<b>618</b>	<b>612</b>
<b>Total: K-5</b>	639	600	590	601	624	630	632	642	635	629	622	618	612
<b>Change</b>		-39	-10	11	23	6	2	10	-7	-6	-7	-4	-6
<b>%-Change</b>		-6.1%	-1.7%	1.9%	3.8%	1.0%	0.3%	1.6%	-1.1%	-0.9%	-1.1%	-0.6%	-1.0%

# FOREST HILL POPULATION FORECASTS

	2010	2015	2020	2025	2030
<b>0-4</b>	348	480	490	440	410
<b>5-9</b>	522	440	540	590	570
<b>10-14</b>	604	520	430	540	590
<b>15-19</b>	519	550	480	390	490
<b>20-24</b>	293	230	290	220	230
<b>25-29</b>	216	330	250	310	240
<b>30-34</b>	252	250	350	270	340
<b>35-39</b>	445	290	290	390	260
<b>40-44</b>	472	440	290	280	370
<b>45-49</b>	641	460	440	280	260
<b>50-54</b>	758	630	460	440	260
<b>55-59</b>	744	750	630	460	410
<b>60-64</b>	682	700	710	590	420
<b>65-69</b>	452	640	670	670	550
<b>70-74</b>	251	430	620	630	630
<b>75-79</b>	177	250	430	610	630
<b>80-84</b>	108	180	240	420	600
<b>85+</b>	127	130	170	220	340
<b>Total</b>	<b>7614</b>	<b>7700</b>	<b>7780</b>	<b>7750</b>	<b>7600</b>
<b>Median Age</b>	46.1	48.5	50.4	51.9	50.8
<b>Births</b>		340	340	310	300
<b>Deaths</b>		160	190	250	350
<b>Natural Increase</b>		180	150	60	-50
<b>Net Migration</b>		-90	-80	-80	-80
<b>Change</b>		90	70	-20	-130

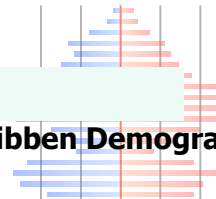


# FOREST HILL ELEMENTARY TOTAL ENROLLMENT

	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
<b>K</b>	103	92	118	114	113	111	110	109	108	106	105	104	103
<b>1</b>	81	110	101	120	118	116	114	113	111	110	108	107	105
<b>2</b>	95	92	120	103	122	120	118	116	115	113	112	111	110
<b>3</b>	107	102	88	121	104	123	121	119	117	116	115	114	113
<b>4</b>	86	110	107	89	122	105	124	122	120	118	118	117	116
<b>5</b>	74	90	113	109	91	124	107	126	124	122	122	122	121
<b>Total: K-5</b>	<b>546</b>	<b>596</b>	<b>647</b>	<b>656</b>	<b>670</b>	<b>699</b>	<b>694</b>	<b>705</b>	<b>695</b>	<b>685</b>	<b>680</b>	<b>675</b>	<b>668</b>
<b>Total: K-5</b>	546	596	647	656	670	699	694	705	695	685	680	675	668
<b>Change</b>		50	51	9	14	29	-5	11	-10	-10	-5	-5	-7
<b>%-Change</b>		9.2%	8.6%	1.4%	2.1%	4.3%	-0.7%	1.6%	-1.4%	-1.4%	-0.7%	-0.7%	-1.0%

# RIVERDALE POPULATION FORECASTS

	2010	2015	2020	2025	2030
<b>0-4</b>	580	650	610	590	510
<b>5-9</b>	692	580	670	670	640
<b>10-14</b>	735	690	580	670	670
<b>15-19</b>	681	700	660	540	650
<b>20-24</b>	451	410	470	440	340
<b>25-29</b>	518	500	430	490	440
<b>30-34</b>	544	550	540	450	510
<b>35-39</b>	609	590	590	560	480
<b>40-44</b>	733	620	620	570	570
<b>45-49</b>	869	720	630	620	570
<b>50-54</b>	1047	860	720	630	610
<b>55-59</b>	1146	1040	850	710	620
<b>60-64</b>	1086	1130	1020	830	700
<b>65-69</b>	748	1050	1070	960	770
<b>70-74</b>	602	730	1030	1050	940
<b>75-79</b>	452	600	710	1020	1040
<b>80-84</b>	294	440	590	710	1010
<b>85+</b>	233	290	400	540	680
<b>Total</b>	<b>12019</b>	<b>12150</b>	<b>12190</b>	<b>12050</b>	<b>11750</b>
<b>Median Age</b>	47.7	50.4	52.0	53.4	54.1
<b>Births</b>		560	530	480	450
<b>Deaths</b>		320	420	540	650
<b>Natural Increase</b>		240	110	-60	-200
<b>Net Migration</b>		-90	-80	-80	-70
<b>Change</b>		150	30	-140	-270

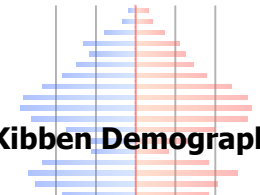


# RIVERDALE ELEMENTARY TOTAL ENROLLMENT

	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
<b>K</b>	124	118	115	113	114	116	113	112	110	108	105	104	105
<b>1</b>	129	115	124	119	120	121	123	122	120	118	116	113	111
<b>2</b>	145	129	122	126	121	122	123	125	124	122	120	119	116
<b>3</b>	133	144	123	123	127	122	123	124	126	125	123	122	121
<b>4</b>	132	128	146	124	124	128	123	124	125	127	126	125	124
<b>5</b>	127	132	128	147	125	125	131	125	126	128	130	129	128
<b>6</b>	147	124	133	131	150	128	126	132	126	127	129	133	132
<b>7</b>	180	148	123	134	132	152	129	127	133	127	128	130	134
<b>8</b>	170	174	152	124	135	133	154	130	128	134	128	129	131
<b>Total: K-8</b>	<b>1287</b>	<b>1212</b>	<b>1166</b>	<b>1141</b>	<b>1148</b>	<b>1147</b>	<b>1145</b>	<b>1121</b>	<b>1118</b>	<b>1116</b>	<b>1105</b>	<b>1104</b>	<b>1102</b>
<b>Total: K-8</b>	1287	1212	1166	1141	1148	1147	1145	1121	1118	1116	1105	1104	1102
<b>Change</b>		-75	-46	-25	7	-1	-2	-24	-3	-2	-11	-1	-2
<b>%-Change</b>		-5.8%	-3.8%	-2.1%	0.6%	-0.1%	-0.2%	-2.1%	-0.3%	-0.2%	-1.0%	-0.1%	-0.2%

# HOUSTON MIDDLE SCHOOL TOTAL ENROLLMENT

	2019- 20	2020- 21	2021- 22	2022- 23	2023- 24	2024- 25	2025- 26	2026- 27	2027- 28	2028- 29	2029- 30	2030- 31	2031- 32
<b>6</b>	310	323	274	340	295	292	345	299	352	348	347	349	349
<b>7</b>	329	293	319	271	337	292	289	342	296	348	345	344	346
<b>8</b>	337	318	283	313	266	330	286	283	335	290	341	338	337
<b>Total: 7-8</b>	<b>976</b>	<b>934</b>	<b>876</b>	<b>924</b>	<b>898</b>	<b>914</b>	<b>920</b>	<b>924</b>	<b>983</b>	<b>986</b>	<b>1033</b>	<b>1031</b>	<b>1032</b>
<b>Total: 6-8</b>	976	934	876	924	898	914	920	924	983	986	1033	1031	1032
<b>Change</b>		-42	-58	48	-26	16	6	4	59	3	47	-2	1
<b>%-Change</b>		-4.3%	-6.2%	5.5%	-2.8%	1.8%	0.7%	0.4%	6.4%	0.3%	4.8%	-0.2%	0.1%



# HOUSTON HIGH SCHOOL TOTAL ENROLLMENT

	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
9	452	531	528	459	461	423	488	466	438	491	449	497	495
10	475	450	534	523	454	456	419	486	464	436	489	447	495
11	494	440	446	523	513	445	447	413	479	457	429	482	440
12	454	494	476	450	528	518	449	454	419	486	464	435	489
<b>Total: 9-12</b>	<b>1875</b>	<b>1915</b>	<b>1984</b>	<b>1955</b>	<b>1956</b>	<b>1842</b>	<b>1803</b>	<b>1819</b>	<b>1800</b>	<b>1870</b>	<b>1831</b>	<b>1861</b>	<b>1919</b>
<b>Total: 9-12</b>	1875	1915	1984	1955	1956	1842	1803	1819	1800	1870	1831	1861	1919
<b>Change</b>		40	69	-29	1	-114	-39	16	-19	70	-39	30	58
<b>%-Change</b>		2.1%	3.6%	-1.5%	0.1%	-5.8%	-2.1%	0.9%	-1.0%	3.9%	-2.1%	1.6%	3.1%

## Germantown Municipal School District

### School Fees - Requested Student Fees

*2021-22 School Year*

01.25.22

<b>REQUESTED STUDENT FEES - Fees for a class/course which are part of a grade and/or credit course</b>
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School	REQUESTED Fees	Purpose	Course	Requester	Notes
Dogwood Elementary	\$35.00	ALEKS Math Program 3-5	Math 3-5	Williams/Teel	Voluntary Enrichment Program
Dogwood Elementary	\$20.00	Instructional Fee	School Wide	Woody	Consumable materials/computer programs/novels/AR
Dogwood Elementary	\$100.00	Orchestra Fee	5th	Smith	1 shirt, Method Books, NAFME Dues, miscellaneous supplies
Dogwood Elementary	\$100.00	Kindergarten Camp	K	Woody	1 week Camp for incoming Kindergarten students
Farmington Elementary	\$100.00	Orchestra Fee	5th	Short	1 shirt, Method Books, NAFME Dues, miscellaneous supplies
Forest Hill Elementary	\$35.00	ALEKS	Gifted Program	Grow	Advanced Math Practice
Forest Hill Elementary	\$100.00	Orchestra	5th	Smith	1 shirt, Method Books, NAFME Dues, miscellaneous supplies
GOAL	\$6.00	National Spanish Exam	Spanish Honors	Fisher	National Spanish Exam
GOAL	\$20.00	PSAT	PSAT	Fisher	Cost of test and processing fee
GOAL	\$50.00	Application Fee	School Wide	Fisher	Application fee
Houston High	\$40.00	Advanced Film & Video	AdvFilm&Video	Hamilton	Batteries, CDs, memory sticks
Houston High	\$40.00	Film & Video 2	Film & Video 2	Hamilton	Materials and supplies
Houston High	\$50.00	Course Fee	All Students	All courses	Laptop insurance for 1:1 initiative
Houston High	\$97.00	Course Fee	All AP Courses	Varies	AP Registration/Exam
Houston High	\$35.00	Course Fee	Anat&Phys	M Smith	Lab fees
Houston High	\$35.00	Course Fee	Hon A & P	M Smith	Lab Fees
Houston High	\$35.00	Course Fee	AP Bio	Wakefield	Lab fees
Houston High	\$15.00	Course Fee	Art 1	Spillman	Materials and supplies
Houston High	\$10.00	Course Fee	Art 1 Honors	Schulter	Materials and supplies
Houston High	\$112.00	Course Fee	Art 1 Honors	Schulter	Art kits
Houston High	\$20.00	Course Fee	Art 2 Honors	Schulter	Materials and supplies
Houston High	\$135.00	Course Fee	Art 2 Honors	Schulter	Art kits
Houston High	\$25.00	Course Fee	Art 2	Schulter	Materials and supplies
Houston High	\$30.00	Course Fee	AP Art	Spillman	Materials and supplies
Houston High	\$150.00	Course Fee	Band	Taylor	Uniforms, instruments, repairs instruction, transportation, music, color guard, percussion
Houston High	\$35.00	Course Fee	Bio2 DE	Poole	Lab fees
Houston High	\$60.00	Course Fee	Diagnostic Med	Mullings	Lab fees, trip fees
Houston High	\$60.00	Course Fee	Health Sci Ed	Mullings	Lab fees, trip fees, scrubs, lab coats
Houston High	\$20.00	Course Fee	Human Studies	Boggan	Sewing, cooking supplies, egg babies, activities
Houston High	\$6.00	Course Fee	Latin	Purcell/Simone	National Latin Exam fees

## Germantown Municipal School District

### School Fees - Requested Student Fees

*2021-22 School Year*

01.25.22

Houston High	\$40.00	Course Fee	Life Skills Lab	TBD	Supplies, activities, and materials
Houston High	\$15.00	Course Fee	Lifespan Development	Boggan	Supplies, activities, Baby maintenance
Houston High	\$25.00	Course Fee	Mechatronics I	Houston	Supplies and materials
Houston High	\$25.00	Course Fee	Mechatronics II	Houston	Supplies and materials
Houston High	\$60.00	Course Fee	Medical Assisting	Mullings	Medical supplies
Houston High	\$60.00	Course Fee	Medical Therapeutics	Mullings	Lab fees and medical supplies
Houston High	\$50.00	Course Fee	Nutrition	Snellenberger	Supplies and materials
Houston High	\$200.00	Course Fee	Orchestra	Kang	Concert uniforms, tshirts, membership fees, music, instrument repairs, travel expenses
Houston High	\$60.00	Course Fee	Rehabilitation Therapy	Rothenberger	Lab fees and medical supplies
Houston High	\$35.00	Course Fee	Robotics	Phillips	Team registration, competitive events, parts/materials
Houston High	\$35.00	Course Fee	STEM 1	Phillips	Supplies and equipment
Houston High	\$35.00	Course Fee	STEM 2	Phillips	Supplies and equipment
Houston High	\$35.00	Course Fee	STEM 3	Phillips	Supplies and equipment
Houston High	\$35.00	Course Fee	STEM 4	Phillips	Supplies and equipment
Houston High	\$145.00	Course Fee	AP Capstone	Robinson	AP Registration/Exam
Houston High	\$50.00	Course Fee	Indoor Color Guard - A	M. Taylor	Uniforms, instruments, repairs, music, transportation
Houston High	\$50.00	Course Fee	Indoor Color Guard - B	M. Taylor	Uniforms, instruments, repairs, music, transportation
Houston High	\$50.00	Course Fee	Indoor Drumline	M. Taylor	Uniforms, instruments, repairs, music, transportation
Houston High	\$40.00	Film & Video	Film & Video	Hamilton	Batteries, CDs, memory sticks
Houston High	\$8.00	Foreign Language Fair	German Honors	Penrod	Foreign Language Fair fees
Houston High	\$8.00	Foreign Language Fair	French classes	Johnson	Foreign Language Fair
Houston High	\$4.00	French National Contest	French Honors	Johnson	French National Contest
Houston High	\$6.00	National German Exam	German Honors	Penrod	National German Exam fees
Houston High	\$6.00	National Spanish Exam	Spanish Honors	Purcell/Ferryman	National Spanish Exam
Houston High	\$20.00	PSAT	PSAT	Ross	Cost of test and processing fee
Houston Middle	\$30.00	1:1 Blended Learning	All students	GMSD	iPad insurance for 1:1 initiative
Houston Middle	\$20.00	Graphic Art Fee	Art	Wroblewski	Premium card stock, mat boards, colored ink, ipad apps, general art supplies
Houston Middle	\$50.00	Band Fee	Band	Nesvick	WTSBOA fees, NAIME fee, instrumental material, instrument maintenance, tshirt
Houston Middle	\$20.00	Choir Fee	Choir	Moses	Shirt, sheet music, audition, accompanist, professional organization dues

## Germantown Municipal School District

### School Fees - Requested Student Fees

*2021-22 School Year*

01.25.22

Houston Middle	\$150.00	Orchestra Fee	Orchestra	Smith	Mbrshp Fees, Venues, instrument maintenance, Registration Fees, Method Books, Sheet Music, Replacement Fees, Shirts, travel costs
Houston Middle	\$30.00	Art Fee	Art	Higginbotham	Art supplies, sketchbooks, iPad apps, and printing needs
Houston Middle	\$100.00	Band Fee	Band	Nesvick	WTSBOA fees, NAIME fee, instrumental material, instrument maintenance,
Houston Middle	\$40.00	Choir Fee	Choir	Moses	Shirt, sheet music, audition, accompanist, professional organization
Riverdale Elementary	\$30.00	1:1 Blended Learning	All 7th & 8th grade	GMSD	iPad insurance for 1:1 initiative
Riverdale Elementary	\$20.00	Art Supplies/Clay	6th-8th	Sammons	Art Supplies for advanced art students
Riverdale Elementary	\$100.00	Orchestra Fee	5th	Short	field trips, NAFME membership dues, and miscellaneous supplies.
Riverdale Elementary	\$100.00	Orchestra Fee	6th-8th	Short	This fee covers their 2 shirts, method book, buses for concert festival and field trips, NAFME membership dues, and miscellaneous supplies.
Riverdale Elementary	\$50.00	Choir Fee	6th-8th	Cadle	Music/Supplies/T-shirt
Riverdale Elementary	\$150.00	Band Fee	6th-8th	Woodring	Music/Supplies/T-shirt
Riverdale Elementary	\$20.00	PE Uniform	5th-8th	Thompson	Required PE uniform for all 5th-8th grade students
Riverdale Elementary	\$50.00	1:1 Blended Learning-8th graders	8th	GMSD	Laptop insurance for 1:1 initiative

**Germantown Municipal School District**  
**School Fees - Activity Costs**  
**2021-22 School Year**

01.25.22

ACTIVITY COSTS - Costs for activities which occur outside the regular school day and are not part of a credited course					
School	ACTIVITY COSTS	Purpose	Club/Athletic Team/Booster Club	Sponsor/Coach	Notes
Dogwood Elementary	\$20.00	Supplies	Student Ambassadors	Fitchpatric	T-shirts, meeting refreshments, parties
Dogwood Elementary	\$40.00	Supplies	Safety Patrol	Martin/Guntharp	Belts, badges, award Pins, t-shirt, supplies & food for two parties (Fall & Spring), end of the year awards, patrol flags
Dogwood Elementary	\$100.00	Registration and Supplies	Cross Country	Fredrick	MYA fee, banquet, uniform, incentives, awards, and some meet fees
Dogwood Elementary	\$25.00	Supplies	Choir	Smith	Shirt, music, supplies
Dogwood Elementary	\$25.00	Supplies	Steel Drum Group	Smith	Shirt, music, supplies
Dogwood Elementary	\$45.00	Registration and Supplies	Math Club	Teel	Competition, t-shirt
Farmington Elementary	\$150.00	Costumes, uniforms, operations	Falcon Footlights (play)	Lowry	Participants will be asked to sell at least one advertisement
Farmington Elementary	\$150.00	Materials	FES 5K club	Deaton	Entrance into races and materials - uniforms, warm ups, water bottles, etc.
Farmington Elementary	\$5.00	Supplies	Chess Club	Lane	Supplies
Farmington Elementary	\$20.00	Supplies	Guitar Club	Brookshire	Supplies
Farmington Elementary	\$20.00	Supplies	Choir	Assad	Supplies
Forest Hill Elementary	\$25.00	Supplies	Choir	Simons	Shirts and Materials
Forest Hill Elementary	\$25.00	Supplies	Farmington Farmers	House	Gardening supplies and plants
Forest Hill Elementary	\$15.00	Supplies	Composting Club	Sullivan	Supplies to build compost bins
Forest Hill Elementary	\$25.00	Registrations and Jersey	FHES Running	Wood	Registrations and jerseys
Forest Hill Elementary	\$15.00	Supplies	Art Club	Kougher	Art materials for projects
GOAL	\$20.00	Annual Dues	Video Game Club	Fisher	Materials and supplies
Houston High	\$400.00	Annual Dues	Basketball Boys - Varsity	Miller/Becker	Travel, equipment, supplies, miscellaneous
Houston High	\$400.00	Annual Dues	Basketball Boys - JV	Miller/Becker	Travel, equipment, supplies, miscellaneous
Houston High	\$250.00	Annual Dues	Basketball Girls	Condra	Travel, equipment, supplies, miscellaneous, officials
Houston High	\$160.00	Annual Dues	Bowling Boys	Quinn	Uniforms, entry fees, team gear, miscellaneous
Houston High	\$160.00	Annual Dues	Bowling Girls	Quinn	Uniforms, entry fees, team gear, miscellaneous
Houston High	\$125.00	Annual Dues	Cross Country Boys	M. Thomas	Team gear, greens fees
Houston High	\$125.00	Annual Dues	Cross Country Girls	M. Thomas	Team gear, greens fees
Houston High	\$200.00	Annual Dues	Football	J. Thomas	Travel, equipment, supplies, miscellaneous, officials
Houston High	\$485.00	Annual Dues	Golf Boys	Bell	Travel, equipment, supplies, gear, miscellaneous
Houston High	\$485.00	Annual Dues	Golf Girls	Bell	Travel, equipment, supplies, gear, miscellaneous
Houston High	\$850.00	Annual Dues	Soccer Girls	Wolff	Uniforms, entry fees, team gear, miscellaneous
Houston High	\$250.00	Annual Dues	Volleyball	Pendleton	Uniforms, entry fees, team gear, miscellaneous
Houston High	\$425.00	Annual Dues	Wrestling	B. McCarter	Entry fees, TSSAA weight management fees, travel, uniforms, miscellaneous
Houston High	\$2,500.00	Annual Dues Cheer	Cheer	Nobert	Tumbling, uniforms, entry fees, instruction, travel, competition fees
Houston High	\$5,000.00	Annual Dues Pom	Pom	H. Thomas	Uniforms, entry fees, instruction, travel, competition fees
Houston High	\$15.00 (underclass); \$20.00 (seniors)	Club Dues 30+	30 and Above	Kinney/Kreitz	Tees, zoo trip, graduation cords

**Germantown Municipal School District**  
**School Fees - Activity Costs**  
**2021-22 School Year**

01.25.22

Houston High	\$20.00	Club Dues Art Honors	Art Honor Society	Schulter	Dues, activities, supplies, materials
Houston High	\$25.00	Club Dues Badminton	Badminton Club	Minton	Tees, equipment, and supplies
Houston High	\$500.00	Club Basketball Cheer	Basketball Cheer	Holden	Uniforms and instruction
Houston High	\$10.00	Club Dues Beautifully Unique	Beautifully Unique	Fisher	Tees & Activities
Houston High	\$25.00	Club Dues Best Buddies	Best Buddies	Clarke	Membership fees
Houston High	\$10.00	Club Dues Book	Book Club	Wilder/Underwood	Activities, materials
Houston High	\$50.00	Club Dues Cyber	Cyber Patriot	Wartenberg	Registration fees, competitions, competition expenses
Houston High	\$25.00	Club Dues Debate	Debate	McKinney	Membership fees
Houston High	\$25.00	Club Dues DECA	DECA	Boyer	Membership dues
Houston High	\$20.00	Club Dues DECA	DECA	Boyer	Regional competition
Houston High	125.00 (plus hotel costs)	Club Dues DECA	DECA	Boyer	State competition
Houston High	\$75.00	Club Dues Esports	Electronic Sports	McKinney	Unlimited pass, shirts/jerseys, masks, or equipment
Houston High	\$30.00	Club Dues FBLA	FBLA	TBD	Local, state competitions
Houston High	\$15.00	Club Dues FCA	FCA	Perry	Tees, materials, activities
Houston High	\$30.00	Club Dues FCCLA	FCCLA	DavisA/Boggan/Snellenberger	Local and national dues, tees
Houston High	\$30.00	Club Dues FFA	FFA	Rose	Membership, dues
Houston High	\$25.00	Club Dues French	French Club	Johnson	Tees, supplies
Houston High	\$30.00	Club Dues Horizons	Horizons	H. Thomas	Tees, field day
Houston High	\$35.00	Club Dues HOSA	HOSA	Mullings	National & state membership dues, tees
Houston High	\$350.00	Club Dues HOSA	HOSA	Mullings	Travel expenses - State competition
Houston High	\$850.00	Club Dues HOSA	HOSA	Mullings	Travel expenses - National competition
Houston High	\$20.00	Club Dues International	International	Penrod	Tees, consumables, gift cards, Extravaganza, Project Grad
Houston High	\$40.00	Club Dues Key	Key Club	Norwood	Fees, activities, materials
Houston High	\$25.00	Club Dues Latin	Latin Club	Simone	Dues, National Latin Exam
Houston High	\$10.00	Club Dues Latin Honor	National Latin Honor Society	Simone	Supplies, honor cords
Houston High	\$20.00	Club Dues Mentors	Houston Mustang Mentors	Fisher	Tees, activities
Houston High	\$20.00	Club Dues Model UN	Model UN	Brock	Conference fees
Houston High	\$20.00	Club Dues MUT	Mu Alpha Theta	Bansal	Membership, honor cords
Houston High	\$50.00	Club Dues NHS	Nat'l Honor Society	Berry/Seboldt	Membership, honor cords, tees
Houston High	\$200.00	Club Dues Plays	Plays (Fall Play)	Christie	Royalties, scenic design, costumes, scripts and professionals
Houston High	\$200.00	Club Dues Plays	Plays (Spring Musical)	Christie	Royalties, scenic design, costumes, scripts and professionals
Houston High	\$40.00	Club Dues Pony Express	School Newspaper	Becker	Annual subscription cost for the newspaper website
Houston High	\$20.00	Club Dues RAK	RAK	TBD	Monies used to randomly help people
Houston High	\$25.00	Club Dues RK	Rho Kappa	Robinson	Honor cords, lecture series
Houston High	\$20.00	Club Dues SADD	SADD	Fisher	Tees, activities, materials
Houston High	\$20.00	Club Dues SGA	SGA	Spain	Activities, supplies, materials
Houston High	\$25.00	Club Dues SJCRH	St. Jude Club	M.Thomas	Tees, activities, service project supplies
Houston High	\$20.00	Club Dues Skills	Computer Skills USA	Juneau/Uhiren/Houston	Activities, supplies, competitions
Houston High	\$35.00	Club Dues Spanish	Spanish Club	Riley	Membership, fees, activities & materials
Houston High	\$20.00	Club Dues Spanish Honor	Spanish Honor Society	Ferryman	National dues, induction expenses, Quia, supplies
Houston High	\$20.00	Club Dues Spanish Honor	Spanish Honor Society	Ferryman	Honor cords
Houston High	\$20.00	Club Dues Student Impact	Student Impact	TBD	Dues, donations, tees
Houston High	\$1,300.00	Club Dues Trap	Trap	Stevens	Full membership, practice materials, competitions
Houston High	\$100.00	Club Dues TSA	TSA	Phillips	State and national dues/fees; competitions
Houston High	\$100.00	Club Dues VEX	VEX	Ducey	National fees and competitions
Houston High	\$20.00	Club Fees Environmental	Environmental	Stephenson	Activities, supplies

**Germantown Municipal School District**  
**School Fees - Activity Costs**  
**2021-22 School Year**

01.25.22

Houston High	\$10.00	Club Fees	Folk Dancing	Penrod	Folk Dance Outfits
Houston High	\$25.00	Club Fees German	German Club	Penrod	Tees, gift cards, consumables, folk dance outfits
Houston High	\$20.00	Club Fees Knowledge Bowl	Knowledge Bowl	Poole/Kennon	Competition fees, tees
Houston High	\$15.00	Club Science	Science Club	TBD	Activities, materials
Houston High	\$95.00	Course Fee	1st & 2nd 4-hour DE course	Varied/Akey	University tuition
Houston High	\$98.00	Course Fee	3rd 3-hour DE course	Varied/Akey	University tuition
Houston High	\$195.00	Course Fee	3rd 4-hour DE course	Varied/Akey	University tuition
Houston High	\$298.00	Course Fee	4th 3-hour DE course	Varied/Akey	University tuition
Houston High	\$364.00	Course Fee	4th+ 4-hour DE course	Varied/Akey	University tuition
Houston High	\$198.00	Course Fee	5th+ 3-hour DE course	Varied/Akey	University tuition
Houston High	\$100.00	Graduation Fee	12th Grade Students	Taylor	Costs associated with graduation
Houston High	\$20.00	Knowledge Bowl Fee	Knowledge Bowl	Poole	Competition fees
Houston High	\$5.00	Latin Fall Festivus	Latin Club	Simone	Latin Fall Festivus
Houston High	\$8.00	U of M Language Fair	Latin	Simone	Entry fee
Houston High	\$5.00	Optional Exam	Latin	Purcell/Simone	National Classical Etymology Exam fees
Houston High	\$5.00	Optional Exam	Latin	Purcell/Simone	National Classical Civilization Exam fees
Houston High	\$5.00	Optional Exam	Latin	Purcell/Simone	National Latin Vocabulary Exam fees
Houston High	\$5.00	Optional Exam	Mythology	Purcell/Simone	National Mythology Exam fees
Houston High	\$3.00	Optional Exam	Translation	Purcell/Simone	CAMWS Translation Contest fees
Houston High	\$25.00	Lit Mag Fee	Literary Magazine	Garrison	Materials for magazine/final product
Houston High	\$5.00	Locker Fee	Students Using Lockers	Suchman	Locker rental
Houston High	\$50.00	Membership, honor cords	National Technical Honor Society	DavisA	National membership, induction services
Houston High	\$50.00	Parking Fee	Students Parking on Campus	P. Ross	Parking pass
Houston High	\$200.00	TJCL Latin Convention	Latin Club	Simone	TJCL Convention fees
Houston High	\$50.00	Annual Dues	Choir	Moline	Women's Choir and Concert Choir
Houston High	\$50.00	Annual Dues	Choir	Moline	Fifth Measure and Dolce Bella
Houston High	\$250.00	Annual Dues	Boys Track	M. Thomas	Field maintenance, uniforms, equipment, officials
Houston High	\$250.00	Annual Dues	Girls Track	M. Thomas	Field maintenance, uniforms, equipment, officials
Houston High	\$300.00	Annual Dues	Boys Tennis	Benzing	Field maintenance, uniforms, equipment, officials
Houston High	\$300.00	Annual Dues	Girls Tennis	Benzing	Field maintenance, uniforms, equipment, officials
Houston High	\$1,500.00	Annual Dues	Baseball	McCarter	Field maintenance, uniforms, equipment, officials
Houston High	\$500.00	Annual Dues	Softball	C. Gibbs	Field maintenance, uniforms, equipment, officials
Houston High	\$850.00	Annual Dues	Boys Soccer	Wolff	Field maintenance, uniforms, equipment, officials
Houston Middle	\$25.00	Artfully	Club	Higginbotham	Club shirt, art materials, meeting snacks
Houston Middle	\$250.00	Basketball Girls Varsity	Athletic Team	Weaver	Apparel package, assistant coach fee, equipment, referees
Houston Middle	\$175.00	Basketball Girls JV	Athletic Team	Weaver	Apparel package, assistant coach fee, equipment, referees
Houston Middle	\$200.00	Basketball - Boys	Athletic Team	Cook	Apparel package, assistant coach fee, equipment, referees
Houston Middle	\$500.00	Volleyball	Club	Pendleton	uniform, refs, schedule fee, tournament fee, equipment, practice apparel, equipment, coaching fee, course fee
Houston Middle	\$140.00	Soccer	Club	Plaisance	uniforms, refs, program fees
Houston Middle	\$15.00	Battle of the Books	Club	Squires	Annual fee
Houston Middle	\$20.00	Best Buddies	Club	Turner	Club shirt, game supplies
Houston Middle	\$25.00	Beta	Club	Kemp	Annual fee
Houston Middle	\$3,825.00	Cheer	Athletic Team	Spurlock	Coaching fee, sponsor fee, camps, Pride tumbling, practice clothes, uniforms, bag, travel, Nationals airfare and Land Package
Houston Middle	\$50.00	Math Counts	Club	Pratt	Competition fees

**Germantown Municipal School District**  
**School Fees - Activity Costs**  
**2021-22 School Year**

01.25.22

Houston Middle	\$20.00	NJHS	Club	Howell	Chapter dues, club shirt, reception supplies
Houston Middle	\$3,370.56	Pom	Booster Club	Lee	Coaching fee, sponsor fee, camps, choreography, competition registration, Nationals, sub, dance camp, equipment, team morale happies, music, hospitality room, yearbook ads
Houston Middle	\$62.12	Girls Soccer	Athletic Team	Percoski	Refs
Houston Middle	\$150.00	Cross Country	Athletic Team	Wexler	Reg. Fees/Travel/Uniforms/Awards/Banquet/Training/Stipend
Houston Middle	\$20.00	Language Club	Club	P.Latvatalo	T Shirt, arts and crafts supplies
Houston Middle	\$30.00	Science Olympiad	Club	S.Jordan	Registration for competition
Houston Middle	\$204.00	Boys Soccer	Athletic Team	Partlow	Coach/Uniforms/Teamsnap/Ref fees/stipends
Houston Middle	\$120.00	Track & Field	Athletic Team	Wexler	Fees/travel/uniform/awards/banquet/stipends/team supplies
Houston Middle	\$250.00	Girls Basketball - Varsity	Athletic Team	Weaver	Banquet/awards
Houston Middle	\$175.00	Girls Basketball - JV	Athletic Team	Weaver	Banquet/awards
Houston Middle	\$300.00	Baseball	Athletic Team	Bland	Uniforms, baseballs, hats, hoodies, t- shirts, and sponsorship costs.
Riverdale Elementary	\$4,000.00	Cheer	Booster Club	Woolfolk	Coaching fee, sponsor fee, camps, Pride tumbling, practice clothes, uniforms, bag, travel, Nationals airfare and Land Package
Riverdale Elementary	\$20.00	Dues	NJHS	Young	Annual Dues-certificates/pins
Riverdale Elementary	\$15.00	Dues	Beta Club	Harbin	Dues
Riverdale Elementary	\$20.00	Fee	Kids Care	Padgett	T-shirt/supplies/pizza party
Riverdale Elementary	\$75.00	Fee	Riverdale Theatre	Moss	Participation fee for Spring Musical to help cover expenses
Riverdale Elementary	\$150.00	JV Basketball	6th/7th	Freeman	League Fees, shirt, awards/party
Riverdale Elementary	\$276.00	Girls Basketball	6-8th	Owsley	Warm up shirt, warmup pants/jacket, shoes, socks, and athletic bag
Riverdale Elementary	\$15.00	Glee Club	1-5th	Caudle	Shirt, decorations for show
Riverdale Elementary	\$100.00	Raider Theater	1-8th	Moss/Stevens	T-shirt, costumes, set, material
Riverdale Elementary	\$20.00	Production Club	5-8th	Moss/Stevens	T-shirt, materials
Riverdale Elementary	\$5.00	Riverdale Rocks	3-5th	Sutton	Paint, supplies
Riverdale Elementary	\$15.00	Intramural Club	4-6th	Huggins	Shirt, supplies
Riverdale Elementary	\$80.00	Cross Country	3-8th	Faught	MYA fees and supplies
Riverdale Elementary	\$75.00	Track	3-8th	Dodge	MYA fees, jersey
Riverdale Elementary	\$6.00	Junior Honors Academy	8th	Ward/Ponder	Optional shirt
Riverdale Elementary	\$25.00	Ambassadors	8th	Fisher	2 shirts
Riverdale Elementary	\$3.00	Pay It Forward Club	6-7th	Dodson/Curtis/Edens	Supplies, end of year party
Riverdale Elementary	\$140.00	Honors Choir	6-8th	Caudle	Shirt, music, festivals, busses, attire rental (trip is separate)
Riverdale Elementary	\$10.00	Girls Club	3-5th	Greenberg	Art supplies, snacks
Riverdale Elementary	\$255.00	Swim Team	6-8th	Fristick	League Fees, shirt, cap, t-shirt, Germantown Athletic Club use
Riverdale Elementary	\$255.00	Soccer	6-8th	Lawton	Equipment, uniforms and fees
Riverdale Elementary	\$220.00	Golf	6-8th	Young/Byrd	Equipment, uniforms and fees
Riverdale Elementary	\$500.00	Volleyball A/B teams	6th-8th	Carlyle	Equipment, uniforms and fees
Riverdale Elementary	\$300.00	Volleyball Blue and Gray Team	6th-8th	Carlyle	Equipment, uniforms and fees
Riverdale Elementary	\$85.00	Tennis	6th-8th	Darder	Uniforms and fees
Riverdale Elementary	\$950.00	Trap	6th-8th	Edens	Equipment, uniforms and fees

## ESSER 3.0 Public Plan-Federal Relief Spending Addendum Addendum Guidance

Local educational agencies (LEAs) are required to update the ESSER 3.0 Public Plan every six months through Sept. 30, 2023. Each time, LEAs must seek public input on the plan and any revisions and must take such input into account.

Each LEA must complete the addendum and upload it to ePlan in the LEA Document Library (February 1 and August 27). The LEA must also post the addendum to the LEA's website. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website. The intent of the plan is to provide transparency to stakeholders.

Please consider the following when completing the addendum:

- On the summary page, the amounts should total for each relief fund: ESSER 1.0, ESSER 2.0, and ESSER 3.0. and equal the allocation amounts.
- The LEA must respond to all questions in the document.
- The stakeholder engagement responses should closely align to the stakeholder engagement in the Health and Safety Plan.
- The LEA should ensure it used multiple models of engagement offered to stakeholders. Examples may include surveys, in-person or virtual committee meetings, town hall meetings, or other inclusive engagement opportunities.
- LEAs should engage all applicable groups noted in meaningful consultation during the crafting of the plan.
- The number of stakeholders engaged should represent the composition of students. For example, if students with disabilities make up 15 percent of students, then 10-20 percent of respondents should represent this subgroup.
- Ensure the stakeholder engagement happened prior to the development/revision of the plan.
- Plans require local board approval and public posting.
- LEAs must update the ESSER Public Plan at least every six months through Sept. 30, 2023, seek public input on the plan and any revisions and take such input into account.
- The American Rescue Plan (ARP) Act requires LEAs to post plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

## ESSER 3.0 Public Plan-Federal Relief Spending Addendum

The Elementary and Secondary School Emergency Relief 3.0 (ESSER 3.0) Fund under the American Rescue Plan (ARP) Act of 2021, Public Law 117-2, was enacted on March 11, 2021. Funding provided to states and local educational agencies (LEAs) help safely reopen and sustain the safe operation of schools and address the impact of the coronavirus pandemic on the nation’s students.

In the fall of 2021, LEAs developed and made publicly available a Public Plan-Federal Relief Spending. All plans were developed with meaningful public consultation with stakeholder groups. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA’s publicly available website.

The following information is intended to update stakeholders and address the requirement.

### **General Information**

LEA Name: **Germantown Municipal School System**

Director of Schools (Name): **Jason Manuel**

ESSER Director (Name): **Tammy Mason**

Address: **3350 S. Forest Hill Irene Rd. Germantown TN 38138**

Phone # **(901)752-7900**      District Website: **<http://www.gmsdk12.org>**

Addendum Date: **January 12, 2022**

Total Student Enrollment:	6,124
Grades Served:	K-12
Number of Schools:	7

### **Funding**

ESSER 1.0 Allocation:	\$1,502,672.91
ESSER 2.0 Allocation:	\$5,034,823.18
ESSER 3.0 Allocation:	\$11,307,497.65
<b>Total Allocation:</b>	<b>\$17,844,993.74</b>

**Budget Summary**

		ESSER 1.0	ESSER 2.0	ESSER 3.0
Academics	Tutoring			\$2,051,200.00
	Summer Programming	\$21,069.73		
	Early Reading			
	Interventionists			
	Other		\$844,034.00	\$428,860.00
	Sub-Total			
Student Readiness	AP and Dual Credit/ Enrollment Courses			
	High School Innovation			
	Academic Advising			
	Special Populations	\$300,083.08		\$179,352.00
	Mental Health	\$241,773.45		\$813,023.00
	Other	\$21,303.00		
	Sub-Total			
Educators	Strategic Teacher Retention			\$790,881.00
	Grow Your Own			
	Class Size Reduction			
	Other	\$459,922.56		\$415,518.00
	Sub-Total			
Foundations	Technology	\$184,668.98		\$1,953,032.46
	High Speed Internet			
	Academic Space (facilities)		\$4,160,789.18	\$4,170,295.19
	Auditing and Reporting			\$55,335.00
	Other	\$273,852.11	\$30,000.00	\$450,001.00
	Sub-Total			
<b>Total</b>		<b>\$1,502,672.91</b>	<b>\$5,034,823.18</b>	<b>\$11,307,497.65</b>

## Academics

1. Describe strategic allocations to accelerate **Academic Achievement**, including how allocations support the investments identified in the district's needs assessment:

- TN ALL Corp Tutoring program including salaries/benefits teachers/tutors during the school year and summer from January 2022 – June 2024
- TN ALL Corp Tutoring High Quality Instructional materials for ELA and Math
- TN ALL Corp Tutoring Professional Development for teachers/tutors
- TN ALL Corp Tutoring teacher/tutors will be issued required instructional equipment

This allocation supports priorities identified in the Needs Assessment to accelerate student achievement as follows:

- TN ALL Corps Tutoring Program will provide a variety of tutoring positions to provide targeted evidence-based intervention programming at a low ratio - high dosage rate students who have experienced learning loss during COVID-19.
- Two new k-8 Instructional Coaches will be hired for FY22 and FY23 to provide teacher professional development in ELA and Math to address student's learning loss due to Covid-19. This will include teacher support for before, during, and after school tutoring programs. Programs impacted by this support will be the TN ALL Corps Tutoring Program and Tier I, Tier II, and Tier III tutoring and intervention programs. Instructional Coaches will provide personalized support to teachers in improving their instructional practices to support increased student achievement.
- The implementation of a comprehensive tutoring program requires high quality evidenced-based instructional materials for ELA and Math. These materials will address student's learning loss in ELA and math.

2. Describe initiatives included in the "other" category

- Curriculum for Germantown Online Academy of Learning (GOAL)
- Principal, Clerical, Learning Coaches, and guidance counselor for Germantown Online Academy of Learning (GOAL)
- Instructional Coaches (2) to provide PD support for teachers in addressing student's learning loss

### **Student Readiness**

- Description of strategic allocations to support **Student Readiness** and the School-Related Supports necessary to access high-quality instruction, including how allocations support the investments identified in the district's needs assessment:

- Development of Whole Child Program
  - Director and Coordinator (salaries and benefits)
  - Contracting with Gaggle to provide mental health services and teletherapy for students and families
  - Add four additional school guidance counselors (salaries and benefits)
  - Add school psychologist (2) (salaries and benefits)
- Homebound Teacher to provide services to students with disabilities
- Stipends for teachers and therapists to provide services for beyond their contractual duties to support students with disabilities
- Contracting services to provide vision therapy and speech/language services for students due to COVID absences for therapists
- Provide virtual platform to provide instructional services in academics, as well as language, speech, and occupational therapy
- Purchase equipment to assist students in communication access or access to instruction

This allocation supports priorities identified in the Needs Assessment to accelerate student achievement described below.

- Creation of a Whole Child Comprehensive Program to support students academically and emotionally.
- Addition of six guidance counselors, one per school to support students social and emotional needs within small groups and/or therapeutic sessions.
- Addition of two psychologists to provide the necessary support for the increased demand of the evaluation of students' academic progress/recession and to identify the social and emotional needs for students.

Describe initiatives included in the "other" category

- Stipends provided to teachers who will be a part of a digital learning task force. They will research best practices, support their grade level, provide new strategies and problem solve any kinks that will occur when implementing online learning.

## **Educators**

1. Describe strategic allocations to **Recruit, Retain and Support Educators and School Personnel**, including how allocations support the investments identified in the district's needs assessment:

- As a part of GMSD retention strategies during COVID-19, the district has invested in a one-time stipend for all staff members for the SY21-22.

This allocation supports priorities identified in the Needs Assessment to Recruit, Retain and Support Educators and School Personnel described below.

- Certified and non-certified employees have experienced ongoing disruptions (quarantines, fluid academic schedules) which has increased work requirements such as additional planning, professional development due to new digital platforms, and the implementation of COVID-19 protocols to keep students and staff safe. As a part of GMSD retention strategies during COVID-19, the district has invested in a one-time bonus for all staff members for the SY21-22.

2. Describe initiatives included in the "other" category

- Provide each school with two permanent substitutes
- Funds have also been allocated for assistant principals to receive a summer stipend to prepare their schools' master schedules for the 2021-22 school year.

These strategic allocations align with priorities identified in the Needs Assessment for Educators described below.

- Covid-19 has made it more difficult than ever in securing substitutes. During the ARP ESSER 3.0 planning, the team identified the need to provide each school with two permanent substitutes to be available to cover teacher classrooms who are absent due to COVID-19 or a COVID-19 related issue. This may include needing to provide instruction to a group of students to accomplish social distancing or to a classroom when the teacher is receiving training/professional development for programs necessary because of COVID-19.
- Assistant Principals typical contract is for 10.5-months. Additional time is needed beyond their 10.5-month typical contract. A summer stipend will be added for Assistant Principals to prepare their schools instructional schedules for the 2021-22 school year and to assist principals for ensuring the buildings will be safe for staff and students to return to full time in-person learning due to COVID-19.

## **Foundations**

1. Describe strategic allocations to **Strengthen Structural Expectations**, including how allocations support the investments identified in the district's needs assessment:

- Transition to remote learning in spring of 2020. The district identified, the need to add supplemental materials, software applications, digital platforms, virtual instruction platforms, supplemental formative assessments, on-line libraries, other non-fiction reading materials, and educational technology devices to create an on-line environment for students in k-12.
- Purchase I-pads for students in kindergarten, 1st, and 2nd grade students and teachers. Chromebooks will be purchased for 3rd grade students and teachers, and for 6th, 7th, and 8th grade students.
- The purchase of hot spots for low-income and/or students who are unable to access the internet in their home environment.
- The purchase of Airtame devices for Riverdale and Houston Middle schools.
- The addition of classroom space for Houston middle school to support a return to full-time in-person learning. This funding will be used to assist in the construction of a classroom addition for Houston Middle School. The addition includes 6 regular classrooms and a gymnasium. The addition will be roughly 42,544 square feet. This project also includes replacing the existing 66 HVAC system with a new and improved system and a new/upgraded air filtration system for the classroom addition.

This strategic allocation aligns with the priorities identified in GMSD's Needs Assessment to Strengthen Structural Expectations described below.

- Expand instructional space at Houston Middle School, with 42,544 square feet including 6 regular classrooms and a gymnasium. This project also includes updating 66 existing HVAC systems with an upgraded air filtration system for the classroom addition. This will help to ensure safe, in-person learning for 5 days a week by increasing space for social distancing and reducing transmission of COVID-19 and other infectious diseases.
- Update and expand technology (i-pads/chrome books) for all students in grades K-3 and 6-8 and for teachers in grades K-3 and increase the availability of mobile hot spots for students without internet access in their homes. This will help support continuous learning in a variety of learning environment which is necessary due to potential quarantines, social distancing, etc.
- Supporting student health for in-person learning by funding six additional daytime cleaning positions and investing in additional costs associated with GMSD's custodial contracted services.

## 2. Describe initiatives included in the “other” category

- 6 FTE GMSD employed day porters to provide custodial services to each GMSD school during the instructional day. The primary focus is enhanced and preventative cleaning services/ measures due to Covid-19.
- Janitorial Services Contract increased from the Janitorial vendor for the district’s janitorial services due to:
  - Additional custodial staffing where required (these positions are in addition to the 6 FTE GMSD personnel) and are primarily for after school deep cleaning.
  - Increase in equipment charges due to COVID to keep school open
  - Additional cleaning services (additional time as needed) throughout the day.
  - The vendor has raised the minimum wage of our outsourced custodial providers to \$12 an hour.
- Purchase of "Let's Talk" platform is a cloud-based technology, accessible by any device, anywhere and anytime. It establishes a two-way communication for parents, students, and staff.
- Purchase of cleaning supplies, barriers/dividers, Covid-19 educational signage, and upgraded HVAC systems with High-Merv filters for all schools.
- Funds to support the dramatically increased unemployment claims due to COVID-19, which has required extra costs to the district through no control or direct oversight of GMSD.
- Non-Public School purchased cleaning supplies, masks, and other PPE equipment,
- Non-Public School purchase of touchless sinks, and commodes in restrooms and double sinks in multipurpose area to increase sanitization
- Non-Public school funded plumbing services for the installation of hand washing stations and janitorial services.
- Non-Public School purchase of HDMI cables and external monitors to facilitate on-line learning for students.

### ***Monitoring, Auditing and Reporting***

1. Outline how the LEA is continuing to actively monitor allocations; conducting interim audits to ensure an appropriate application of funds; collecting and managing data elements required to be reported; and reporting this information to the community.

- The district has included a position in Fiscal Services to monitor and navigate ESSER 3.0 funds. This position will support the Controller and the Chief Financial Officer. Responsibilities of the position will include the pre-audit of purchases to determine allowability and compliance with the program budget and proper coding. The position will ensure all procurement and travel procedures and policies are followed. Interim audits of payroll and fringe benefits will be performed to determine whether charges are accurate and allowable. The position will work with the fixed asset accountant to ensure equipment purchased is properly inventoried and tagged. Monthly financial reports of expenditures will be prepared and presented to the School Board and will be available to the public.

2. Describe how the LEA will meet the requirements to spend 20 percent of ESSER 3.0 on direct services to students to address learning loss or indicate participation in TN ALL Corps.

- TN ALL Corps Tutoring Plan- GMSD has developed a comprehensive tutoring program to include before/after school tutoring, part-time (120 days a year) embedded tutoring during the school day, and summer learning programs/camps that will provide targeted tutoring for student learning loss.
  - Tutoring will be in a high dosage/low ratio setting in reading and math.
  - Students identified will have demonstrated learning loss, prioritizing students identified as "approaching" on grade content.
  - Tutoring services will be embedded two times a week, during the 45-minute grade level RTI/Intervention block, for 15 weeks for students who are not receiving Tier II or Tier III instruction (90 minutes weekly). Students receiving Tier II and Tier III intervention, will receive tutoring services before or after school in 45-minute sessions for 16 weeks (90 minutes weekly).
- Summer tutoring /learning camp is designed to mitigate learning loss by providing intensive standards-support for students. Students will receive an additional: 32 hours of ELA and math instruction; 16 hours of RTI and Science, Technology, Reading, Engineering, Art, and Math-based learning (STREAM). Instruction will occur in a small group setting (1-3 students in grades 1 thru 5 and 1-4 in grades 6 thru 8) with highly successful teachers. Grades served 1-8 for up to 400 students.

### ***Family and Community Engagement***

1. Describe how the LEA engaged in meaningful consultation with stakeholders in development of the revised plan.

- GMSD has not revised the ESSER Funding since the funding was approved on November 15, 2021. Since TDOE's approval of the ESSER funding, the superintendent has conducted numerous engagements to inform the GMSD School Board and the school community of the approved funding plan for ESSER. Below you will see the engagement (including links) that have occurred to keep the community up to date on the approved ESSER Funding.
  - [November 16, 2021 presentation to the school board--LIVE STREAM](#)
  - [November 16, 2021 infographic for school board--DOCUMENT](#)
  - [November 16, 2021 GBOE Work Session--AGENDA](#)
  - November 19, 2021 GMSD's Weekly Roundup Newsletter (found on GMSD's website)
  - [November 30, 2021 Superintendent's Public Report--LIVE RECORDING](#)
  - [November 30, 2021 Superintendent's Public Report--DOCUMENT](#)
  - [December 3, 2021 Text Message and Email Notification detailing the revised the plan to public](#)
  - [December 3, 2021 Superintendent addresses the revisions in his GMSD Connection television show](#)

2. Describe how the LEA engaged at minimum 10% of the total stakeholders engaged vs. responses received in the development of the revised plan.

- Through the two-way communication tool, “Let Talk” platform, GMSD’s accounted for 3,865 interactions out of 13,897 notifications sent; accounting for approx. 28% engaged responses in November and December of 2021.

3. Describe how the LEA engaged a representation of a diverse population of stakeholders.

- GMSD engaged stakeholders, including parents, teachers, students, government officials and other community members, through school board meetings (in-person, live streamed and posting on website for later review).
- GMSD engaged stakeholders through public work sessions and posting of video presentation along with the documents presented.
- GMSD weekly superintendent tv show addressed the final approval document highlighting ESSER revisions from the previous public report.
- GMSD also utilized engagement via text messaging and email notification through the “Let’s Talk” platform to students and parents.
- GMSD engaged stakeholders through the Weekly Roundup newsletter.

4. Describe how the LEA used multiple modes of engagement (such as surveys, scheduled in-person or virtual meetings, town halls) to gain input from stakeholders in development of the revised plan.

- In-person Board of Education meetings.
- Website and social media platforms
- Text messages and email notifications via “Let’s Talk Platform”.
- GMSD Weekly Roundup newsletter
- Superintendent address in the weekly GMSD Connection television show.

## Safe Return to In-person Instruction and Continuity of Services Plan Addendum Guidance

LEAs are required to update the Safe Return to In-Person Instruction and Continuity of Services Plan every six months through **Sept. 30, 2023**. Each time, LEAs must seek public input on the plan and any revisions and must take such input into account. The purpose of the plan is to keep stakeholders informed.

Every LEA should complete the addendum and upload in the LEA document library and post to the LEA's website (February 1 and August 27). Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

Please consider the following when completing the addendum:

- Ensure the LEA used multiple models of engagement offered to stakeholders. Examples may include surveys, in-person or virtual committee meetings, town hall meetings, or other inclusive engagement opportunities.
- LEAs should engage all applicable groups noted in meaningful consultation during the crafting of the plan.
- The number of stakeholders engaged should represent the composition of students. For example, if students with disabilities make up 15 percent of students, then 10-20 percent of respondents should represent this subgroup.
- Ensure the stakeholder engagement happened prior to the development/revision of the plan.
- The LEA must engage the health department in the development of the plan. This is not the same as providing the health department with COVID-19 numbers.
- Plans must explicitly address every bullet point in Question 3 regarding district policies and strategies.
- Plans require local board approval and public posting.
- LEAs must update the *Safe Return to In-Person Instruction and Continuity of Services Plan* at least every six months through Sept. 30, 2023, seek public input on the plan and any revisions and take such input into account. All revisions must include an explanation and rationale of why the revisions were made.
- All revisions must include an explanation and rationale, with meaningful public consultation, and in an understandable format. The American Rescue Plan (ARP) Act requires LEAs to post their Health and Safety Plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

## Safe Return to In-Person Instruction and Continuity of Services Plan Addendum

The Elementary and Secondary School Emergency Relief 3.0 (ESSER 3.0) Fund under the American Rescue Plan (ARP) Act of 2021, Public Law 117-2, was enacted on March 11, 2021. Funding provided to states and local educational agencies (LEAs) help safely reopen and sustain the safe operation of schools and address the impact of the coronavirus pandemic on the nation's students.

In the fall of 2021, LEAs developed and made publicly available a Safe Return to In-Person Instruction and Continuity of Services Plan. All plans were developed with meaningful public consultation with stakeholder groups. LEAs are required to update the plan every six months through September 30, 2023 and must seek public input on the plan and any revisions and must take such input into account. LEAs also must review and update their plans whenever there are significant changes to the CDC recommendations for K-12 schools and to ensure the plan is current. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

The following information is intended to update stakeholders and address the requirement.

LEA Name: **Germantown Municipal School District**

Date: **January 12, 2022**

### 1. Describe how the LEA engaged in meaningful consultation with stakeholders in development of the revised plan.

- GMSD sends text messages daily with COVID notifications to parents and staff as well as updates via the COVID dashboard daily located on the district's website [https://www.gmsdk12.org/apps/pages/index.jsp?uREC\\_ID=2177952&type=d&pREC\\_ID=2228036](https://www.gmsdk12.org/apps/pages/index.jsp?uREC_ID=2177952&type=d&pREC_ID=2228036) When stakeholders reply to the notifications it puts them through to our Let's Talk System.
- The Let's Talk platform allows district leadership to engage in meaningful consultation and feedback with our stakeholders and community members on many topics, including the GMSD School Safety Plan. This platform allowed for a two-way dialogue between stakeholders and District Leadership on components of the plan that was considered when revising the plan.
- The District regularly received emails and phone calls from stakeholders that was considered when revising the plan .
- GMSD school board members welcomed citizens to attend and provide feedback at the school board meetings to share input and feedback on the plan prior to school board approval on December 14, 2021 (revised to include mask mandate on December 31, 2021).
- The approved revised safety plan is located on the district's website for review by stakeholders as well as the presentation from the December 14 and 31 BOE meeting regarding the revision of the safety plan.

**2. Describe how the LEA engaged the health department in the development of the revised plan.**

- District staff participated in weekly phone calls with Shelby County Health Department (SCHD) concerning COVID-19. During these calls, district staff received updates on COVID-19 cases in Shelby County, engaged with health department officials, and received guidance regarding the district’s Safety Plan.
- After the plan was revised and approved by the BOE, it was submitted to SCHD for review.
- SCHD conducted routine inspections of our schools and provided oral and written reports to district staff regarding the implementation of the revised safety plan.

**3. Provide to the extent to which the LEA has updated adopted policies and a description of any such policies on each of the following health and safety strategies.**

<i>Appropriate accommodations for children with disabilities with respect to health and safety policies</i>
<ul style="list-style-type: none"> <li>• All safety policy changes have applied for all students inclusive of students with disabilities. If individual students have health and safety accommodations needs beyond district policies, those accommodations are addressed in the students Individual Education Plan.</li> </ul>
<i>Physical distancing (e.g., use of cohorts/podding)</i>
<ul style="list-style-type: none"> <li>• 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.</li> <li>• Students in classrooms maintain at least 3 feet of physical distance between students within classrooms when possible.</li> </ul>
<i>Hand washing and respiratory etiquette</i>
<ul style="list-style-type: none"> <li>• Schools provide opportunities for all students to take regular breaks to wash their hands throughout the day. Restrooms are regularly checked for necessary materials. Hand sanitizing stations have been placed throughout each building for students, staff, and visitors.</li> </ul>
<i>Cleaning and maintaining healthy facilities including improving ventilation</i>
<ul style="list-style-type: none"> <li>• 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.</li> <li>• GMSD employment of 6 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 and COVID policies .</li> <li>• 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 are disinfected on a regular basis, and classrooms on a case-by-case basis.</li> <li>• 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. The 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.</li> <li>• Schools provide opportunities for all students to take regular breaks to wash their hands throughout the day. Restrooms are regularly checked for necessary materials and sanitizing stations have been placed throughout each building.</li> </ul>

*Contact tracing in combination with isolation and quarantine*

- COVID-19 Notifications, Quarantines, and Contact Tracing
  - GMSD sends text messages daily to stakeholders with COVID notifications broken down by school for students and staff as well as updates the COVID dashboard daily that is included on the district's website ([https://www.gmsdk12.org/apps/pages/index.jsp?uREC\\_ID=2177952&type=d&pREC\\_ID=2228036](https://www.gmsdk12.org/apps/pages/index.jsp?uREC_ID=2177952&type=d&pREC_ID=2228036))
  - Standard health procedural letters are sent via email or text message to notify parents if students or staff have come in direct contact with individuals who tested positive for COVID-19 and required quarantine protocols.
  - Due to privacy issues governed by law, the identity of person(s) with either suspected or positive cases of COVID-19 is not publicly shared. However, parents are reminded the importance that they report confirmed COVID-19 cases to the school so that proper protocols, tracing, and quarantines can be enacted.
- COVID Related Absences
  - When a student is identified as a direct contact to someone who has tested positive for COVID-19 or has tested positive and needs to quarantine according to the TN Health Department and/or 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.*

*Diagnostic and screening testing*

- 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 works with families to practice the necessary precautions and are ready to work with parents to keep all our students healthy.

*Efforts to provide vaccinations to educators, other staff, and students, if eligible*

- GMSD partnered with the Shelby County Health Department, Town of Collierville, and City of Germantown to provide a local vaccination site at Germantown Baptist Church for educators and staff in the Spring of 2020. Specific days and times were scheduled for educators, staff, and contractors who service GMSD.

*Universal and correct wearing of masks*

- Masks are required for all person(s) vaccinated and unvaccinated while indoors in a school building.
- After careful consideration of current circumstances, including uncertainties regarding the new Omicron variant of COVID-19, lack of finalized school guidance from the Tennessee Department of Health, and GMSD's desire to maintain in-person instruction and learning, GMSD has returned to a mask requirement during normal school hours as of January 3, 2022, subject to review during the Germantown Board of Education's work session on January 19, 2022.
- GMSD updated the policies of universal and correct wearing of masks in the GMSD Safety Plan posted on the website and communicated in GMSD's Weekly Roundup notification to parents and staff and via the Let's Talk Platform.

**4. Provide a current description as to how the LEA is ensuring continuity of services including but not limited to services to address the students' academic needs, and students' and staff social, emotional, mental health, and other needs, which may include student health and food services.**

- Germantown Municipal School System will continue to offer in-person, full-time instruction for the remainder of the 2021-2022 school year as required by the Governor and State Board of Education. Additionally, GMSD received state approval for a stand-alone virtual school for students in k-12 beginning the 2021-2022 school. Both instructional models includes programming and staffing to ensure that individual students' academic, social, emotional, mental health, and physical health needs are met. In-person learning is inclusive of meeting students nutritional and transportation needs. GMSD's Back to School Safety Plan includes up-to-date guidelines and protocols for students and staff which supports both in-person learning and virtual learning for students enrolled in the state approved stand alone virtual school.

## **1.19.22 RATIONALE FOR REVISION OF POLICIES**

12. **Revision Policy 1.205 Superintendent Relations-Cosmetic** (changed title to “Superintendent”).
13. **Revision Policy 1.300 Board Committees-Cosmetic** (capitalization/cleaned-up citation).
14. **Revision Policy 1.302 School Attorney- Cosmetic** (cleaned-up citations).
15. **Revision Policy 1.303 Consultants-** Removed superfluous language.
16. **Revision Policy 1.404 Appearances Before the Board-Cosmetic** (capitalization); changed “on the form” to specify the name of the form, i.e. “Public Comment Form”.
17. **Revision Policy 1.405 Rules of Order-Cosmetic** (capitalization/cleaned-up citations/ moved language from paragraph to another paragraph to make the policy read better); added statutory language regarding roll call votes and voice votes for purposes of clarity.
18. **Revision Policy 1.406 Board Meeting Minutes-Cosmetic** (cleaned-up citations/capitalization/changed title to “Superintendent”).
19. **Revision Policy 1.503 News Releases News Conferences and Interviews-** Cosmetic (capitalization/changed title to “Superintendent”); eliminated vague language to provide clarity.
20. **Revision Policy 3.601 Fringe Benefits-** The 8th line of the policy explains that this policy is subject to modifications at any time, but yet goes on to provide specific benefit terms. This policy, as presently written has an inordinate amount of description for a policy of this type, which as stated in the policy itself can be modified at any time. The proposed changes are made to be more in line with most policies of this type. Plan benefits are available to all employees in the plan document and information provided annually by HR.
21. **Revision Policy 3.602 Workers’ Compensation-Cosmetic** (cleaned-up citations/added missing words to complete sentence); updated this policy to comport with the actual application of workers’ compensation laws at GMSD (ex: titles of those persons to whom reporting should be made); also added statutory language regarding workers’ compensation exclusions.
22. **Revision Policy 4.605 Graduation Requirements-**deleted obsolete language in that language in the policy has been removed from State rule; Cosmetic (cleaned-up citations).

## **1.19.22 RATIONALE FOR REVISION OF POLICIES**

**First Reading 1.25.22 / Second Reading 2.22.22** \* Policies will be uploaded in BOE Connect in Numerical Order

1. **Revision Policy 1.100 School Board Legal Status and Authority-** Cosmetic (capitalization/cleaned-up citations).
2. **Revision Policy 1.101 Role of the Board-**Cosmetic (capitalization/cleaned-up citations/change titles to “Superintendent”); removed superfluous language.
3. **Revision Policy 1.102 Board Members Legal Status-**Cosmetic (capitalization/cleaned-up citations); added language to account for other requirements of State law in regard to candidacy, if applicable (ex: primaries); added statutory language.
4. **Policy 1.105 School Board Legislative Involvement –** Reviewed and No changes recommended.
5. **Revision Policy 1.1061 Boardmanship Code of Ethics-** Cosmetic (changed titles to “Superintendent”).
6. **Revision Policy 1.107 Board Member Conflict of Interest-** Cosmetic (capitalizations/cleaned-up citation).
7. **Revision Policy 1.108 Nepotism-**Cosmetic (capitalizations/cleaned-up citation); made applicable to City governing body because it had been omitted; added statutory language regarding qualifications; clarified the object of whose household is covered.
8. **Revision Policy 1.200 Method of Election of Officers-**Cosmetic (capitalization/cleaned up citation); removed vague language concerning eligibility for re-election; removed obsolete language regarding organizational meeting.
9. **Revision Policy 1.201 Duties of Officers-**Cosmetic (capitalization/ cleaned-up citations/changed title to “Superintendent”); changed valuation regarding surplus property to reflect law change.
10. **Revision Policy 1.202 Duties of Board Members-**Cosmetic (capitalization; cleaned-up citation; changed title to “Superintendent”).
11. **Revision Policy 1.204 Board Member Development Opportunities-** Cosmetic (cleaned-up citations; changed title to “Superintendent”).

## **1.19.22 RATIONALE FOR REVISION OF POLICIES**

23. **Revision Policy 5.204 Advanced Degrees-Cosmetic** (cleaned-up citation); provided clarity from “HR” to “GMSD Human Resources Office”.
24. **Revision Policy 6.206 Transfers Within the System**-added new statutory language regarding posting available spaces; removed language regarding procedure in that the policy provides said guidance.



# Germantown Municipal School District

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>School Board Legal Status and Authority</b>	Descriptor Code: <b>1.100</b>	Issued Date: <b>2/**/2022 12/02/13</b>
		Rescinds:	Issued:

1 The legal basis for education in the Germantown Municipal School District is expressed in the  
2 Tennessee Constitution, state statutes, and city ordinances as interpreted by the courts. The official  
3 name of the school district shall be Germantown Municipal School District. Boards are instruments  
4 of the state, and members of the Board are state officers representing local citizens and the state in  
5 the management of the public schools.<sup>1</sup>

6 The governing body shall be the Germantown Board of Education, serving residents within the  
7 boundaries of the City of Germantown and non-residents under conditions specified by state law  
8 and the Board.<sup>2</sup>

9 All powers of the Board lie in its action as a group; therefore, individual board members exercise their  
10 authority over school system affairs only as they vote to take action at an official meeting of the Board.

11 In other instances, an individual board member, including the Chairman, shall have power only when  
12 specified by state law or when the Board, by vote, has delegated authority to him/her.

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## Legal References

1. ~~TCA 49-1-101; TCA 49-1-102 (e)~~

2. ~~TCA 49-6-3104~~

T.C.A.49-1-102

T.C.A.49-2-201



# Germantown Municipal School District

Monitoring:  <b>Review: Annually, in November</b>	Descriptor Term:  <h2 style="margin: 0;">Role of the Board</h2>	Descriptor Code: <b>1.101</b>	Issued Date: 2/**/22 <b>02/20/18</b>
		Rescinds: <b>1.101</b>	Issued: <b>12/02/13</b>

1 The Board will be guided by the general mandatory powers and duties of the Board as defined through  
 2 statute which state or imply that a local Board of Education has full power to operate the local public  
 3 schools as it deems fit in compliance with state and federal mandates.<sup>+</sup> The Board functions only when  
 4 in session.

5 The Board sees these as its required functions:

6 **1. Policy Oversight:**<sup>2</sup> The Board shall develop a policy manual and employ a ~~chief school administrator~~  
 7 ~~Superintendent~~ who shall carry out its policies through the development and implementation of  
 8 administrative procedures. The Board shall regularly evaluate the effectiveness of its policies and their  
 9 implementation.

10 **2. Educational Planning:**<sup>3</sup> The Board shall work ~~and work~~ through the ~~Director of Schools~~  
 11 ~~Superintendent~~ to deliver continuous improvement of the educational program.

12 **3. Fiscal Planning:**<sup>4</sup> The Board shall adopt a budget to provide the necessary funding in terms of  
 13 buildings, staff, materials and equipment to enable the school system to carry out its functions.

14 **4. Vision Development:** The Board shall create a vision for the school system and ensure that the  
 15 vision becomes a reality through the development and regular monitoring of long range plans.

16 **5. Promotion:** The Board shall keep the local community informed about the school system, its  
 17 accomplishments, and its actions and build public support for the schools by involving the public in the  
 18 planning process to the extent possible.

19 The Board shall strive to provide the best educational opportunities possible for all children it serves.  
 20 ~~The Board shall exercise its powers through the enactment of policies for the organization and operation~~  
 21 ~~of the school system.~~ The Board shall delegate the administration of the schools to the ~~director of~~  
 22 ~~schools~~ Superintendent.

**Legal References**

- 1. T.C.A 49-2-203
- 2. T.C.A 49-2-207
- 3. ~~TCA 49-1-302(a)(1)-(3); TRR/MS 0520-02-01-01~~
- 4. ~~TCA 49-2-203(a)(10)(A)(i); TCA 49-1-302(a)(4)~~

**Cross-References**

- ~~Policy Development & Adoption 1.600~~ 23
- ~~Administrative Procedures 1.601~~
- ~~School District Goals 1.700~~ 24
- ~~School District Planning 1.701~~
- ~~Annual Operating Budget 2.200~~



# Germantown Municipal School District

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Board Members Legal Status</b>	Descriptor Code: <b>1.102</b>	Issued Date: <del>2/**/22</del> <b>12/02/13</b>
		Rescinds:	Issued:

1 The legal status of Board members shall be as follows:<sup>1</sup>

## 2 NUMBER

3 The Board is composed of five (5) members. A quorum of three (3) members is required to conduct  
4 business.

## 5 QUALIFICATIONS

6 Members of the Board shall be residents of the City of Germantown and elected at large on a non-  
7 partisan basis<sup>1</sup> and shall be citizens of recognized integrity, intelligence, and ability to administer  
8 the duties of the office.<sup>2</sup> To qualify as a candidate, an individual must show proof of graduation from  
9 high school or receipt of a G.E.D. and otherwise meet all other requirements of applicable State law at  
10 the time one seeks election. No member of the Germantown Board of Mayor and Aldermen shall  
11 be eligible for election as a member of the ~~city Board of Education~~ Germantown Municipal School  
12 District.

## 13 TERMS OF OFFICE

14 Members of the board shall serve four (4) year terms.<sup>1</sup>

## 15 VACANCIES

16 Vacancies shall be declared to exist on account of death, resignation, removal from the district  
17 which elected him, removal from the school system,<sup>3</sup> if the Board member ceases to be a resident of  
18 the City of Germantown, or through due process proceedings.<sup>4</sup>

19 When a vacancy occurs, the unexpired term shall be filled by the Germantown Board of Mayor  
20 and Aldermen.<sup>5</sup> Such appointment shall continue until the next regular election.<sup>5</sup>

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### Legal References

1. T.C.A 8-47-101

2. T.C.A 49-1-611

3. T.C.A 49-2-201

4. T.C.A 49-2-202 (a)(1)

5. ~~TCA 8-48-101(3); TCA 42-2-202(e)(2)~~

6. ~~TCA 8-47-101; TCA 49-1-611~~

7. ~~TCA 49-2-202(e)~~

No changes

<b>Germantown Municipal School District</b>			
Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>School Board Legislative Involvement</b>	Descriptor Code: <b>1.105</b>	Issued Date: <b>12/02/13</b>
		Rescinds:	Issued:

1 The Board shall work for the passage of new laws designed to advance the cause of improving public  
2 education in Tennessee. Likewise, the Board shall work for the repeal or modification of existing  
3 laws and for the defeat of proposed laws that impede this cause.

4 To accomplish this:

5 1. The Board shall stay informed of pending legislation.

6

7 2. The Board shall work with other school boards in the state, other local officials, and the  
8 community groups in creating public awareness and support for legislative priorities; and

9

10 3. The Board shall annually select one (1) of its members to serve as its representative to the  
11 Tennessee Legislative Network (TLN).



# Germantown Municipal School District

Monitoring:  <b>Review: Annually, in November</b>	Descriptor Term:  <h2 style="text-align: center;">Boardmanship Code of Ethics</h2>	Descriptor Code: <h3 style="text-align: center;">1.1061</h3>	Issued Date: <span style="color: yellow;">2/**/22</span> <h3 style="text-align: center;">12/02/13</h3>
		Rescinds:	Issued:

1 The Board adopts these standards as recommended by the Tennessee School Boards Association as a  
 2 guide to its members as they provide educational leadership for the youth of our state.

3 **ARTICLE I. MY RELATIONS TO THE CHILDREN**

4 Section 1. I will at all times think in terms of “children first,” always determining  
 5 how my actions and decisions will affect the education and training of  
 6 children.

7 Section 2. I will seek to provide equal educational opportunities for all children in  
 8 the district regardless of ability, race, color, sex, creed or location of  
 9 residence.

10 **ARTICLE II. MY RELATIONS TO MY COMMUNITY**

11 Section 1. I will endeavor to appraise fairly both the present and future  
 12 educational needs of the community and to support improvements as  
 13 finances permit.

14 Section 2. I will represent at all times the entire school community and refuse  
 15 to represent special interests or partisan politics.

16 Section 3. I will endeavor to keep the community informed about the progress  
 17 and needs of the schools.

18 **ARTICLE III. MY RELATIONS TO TEACHERS AND PERSONNEL**

19 Section 1. I will support the employment of those persons best qualified to serve  
 20 as employees and insist on a regular and impartial evaluation of all  
 21 staff.

22 Section 2. I will support and protect personnel in performance of their duties.

23 Section 3. I will not criticize employees publicly but will make such criticism to  
 24 the director of schools for investigation and action if necessary.

1 **ARTICLE IV. MY RELATIONS WITH OTHER BOARD MEMBERS**

2 Section 1. I will recognize that authority rests only with the Board in  
3 official meetings and that the individual member has no legal  
4 status outside of such meetings.

5 Section 2. I will refuse to make promises as to how I will vote on a matter  
6 that will come before the Board. I will make decisions only after  
7 a complete discussion of items at a board meeting.

8 Section 3. I will respect the opinion of other members and will accept the  
9 principle of "majority rule."

10 **ARTICLE V. MY RELATIONS WITH THE ~~DIRECTOR OF SCHOOLS~~**  
11 **SUPERINTENDENT**

12 Section 1. I will support the full administrative authority as well as  
13 responsibility for the ~~director of schools~~ Superintendent to  
14 properly discharge all professional duties.

15 Section 2. I will hold the ~~director of schools~~ Superintendent accountable  
16 for working with staff and requiring them to work within the  
17 framework of policies set up by the Board.

18 Section 3. I will refer all complaints and concerns to the director of  
19 schools.

20 **ARTICLE VI. MY RELATIONS TO MYSELF**

21 Section 1. I will educate myself about my duties and responsibilities and  
22 current educational issues by individual study and through  
23 participation in programs providing needed information, such  
24 as those sponsored by my state and national school boards  
25 associations.

26 Section 2. I will avoid conflicts of interest, and I will refrain from using my  
27 position on the Board for personal or partisan gain.

# Germantown Municipal School District

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Board Member Conflict of Interest</b>	Descriptor Code: <b>1.107</b>	Issued Date: 2/**/22 <b>12/02/13</b>
		Rescinds:	Issued:

- 1 A Board Member shall not be directly interested in any contract in which the Board may be  
2 interested. "Directly interested" means any contract with the Board Member or with any business in  
3 which the Board Member is sole proprietor, a partner, or the person having controlling interest.  
4 "Controlling interest" shall include the individual with the ownership or control of the largest number  
5 of outstanding shares owned by any single individual or corporation.
- 6 This policy shall not prohibit any Board Member from voting on the school budget or any budget  
7 amendments, unless the vote is on a specific budget amendment in which such Board Member is  
8 directly interested.
- 9 A Board Member shall not be indirectly interested in any contract in which the Board may be  
10 interested unless the Board Member publicly acknowledges such interest. "Indirectly interested" means  
11 any contract in which the Board Member is interested but not directly so, as defined above, including  
12 contracts in which the Board Member may have a direct interest but is the sole supplier of goods or  
13 services in the County.
- 14 Any Board Member who is an employee of the county/city and whose employment predates his/her  
15 initial election/appointment to the Board may vote on matters in which he/she has a conflict of  
16 interest if the member informs the Board immediately prior to the vote as follows: "Because I am  
17 an employee of (name of governmental unit), I have a conflict of interest in the proposal about to be  
18 voted. However, I declare that my argument and my vote answer only to my conscience and to my  
19 obligation to my constituents and the citizens the Board represents." The vote of any Board Member  
20 having a conflict of interest who does not inform the Board of such conflict shall be void if challenged  
21 during the same board meeting at which the vote was cast and prior to the transaction of any further  
22 business by the Board.
- 23 Any Board Member who is also an employee of the county/city and whose employment began on  
24 or after the date on which he/she was initially elected/appointed to serve on the Board shall not vote on  
25 matters in which he/she has a conflict of interest.
- 26 If a Board Member has a conflict of interest in a matter to be voted on by the Board, he/she may  
27 abstain for cause by announcing such to the Chairman. Any Board Member who abstains from voting  
28 for cause on any issue coming to a vote before the Board shall not be counted for the purpose of  
29 determining a majority vote.†

1 **PENALTY FOR UNLAWFUL INTEREST**

- 2 If a Board Member becomes directly or unlawfully indirectly interested in any such contract, he/she  
3 shall forfeit all pay and compensation and shall be dismissed from the Board and be ineligible to serve  
4 in the same or similar position for ten (10) years.<sup>+</sup>

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Legal References

- + T.C.A. 12-4-101, 102

# Germantown Municipal School District

Monitoring:  <b>Review: Annually, in November</b>	Descriptor Term:  <h2 style="margin: 0;">Nepotism</h2>	Descriptor Code: <b>1.108</b>	Issued Date: <b>2/**/22 05/19/14</b>
		Rescinds:	Issued:

1 Whenever a person is considered by the Superintendent for initial employment in the system and that  
 2 person is related to a member of the Board, Superintendent, an administrator in the system, a County  
 3 Commissioner, ~~or~~ any appointed or elected County official, or any elected official of the City of  
 4 Germantown the ~~relationship~~ Superintendent shall ~~be publicly made know to~~ notify the Board ~~prior to~~  
 5 ~~the employment of such person.~~<sup>+</sup> that there is an intent to hire the relative. In giving such notice, the  
 6 Superintendent shall certify that the prospective employee is duly qualified by training and/or licensure  
 7 to occupy the position.

8 If a member of the Board has a relative who is an employee in the system, prior to voting on any  
 9 matter of business that may have an effect upon the employment of the relative, the member shall  
 10 declare such relationship. In making such a declaration, the member shall certify that his/her vote on  
 11 the pending matter will ~~not~~ be in the best interest of the school system.<sup>+</sup>

12 No person shall supervise or be supervised by an employee if he/she is related to the employee.

13 For purposes of this policy, the terms “related to” and “relative” include the following relationships:  
 14 spouse, parent, parent-in-law, child, son-in-law, daughter-in-law, grandparent, grandchild, brother,  
 15 sister, uncle, aunt, nephew, niece, or any person who resides in the same household as any of the  
 16 persons listed in the first paragraph of this policy.

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Legal References

<sup>+</sup> T.C.A. 49-2-202(a)(3)

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Cross-References

Assignment/Transfer 5.115



# Germantown Municipal School District

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Method of Election of Officers</b>	Descriptor Code: <b>1.200</b>	Issued Date: <del>2/**/22</del> <b>12/02/13</b>
		Rescinds:	Issued:

1 The Germantown Board of Education shall at the first regular meeting each December administer the  
2 oath to any newly elected members and elect officers.

3 Officers of the Board shall be a Chair,<sup>+</sup> Vice Chair, and a TLN representative. The term of the office  
4 of the Chair will be a one-year term and limited to two consecutive terms. In the event that an  
5 officer's seat on the Board is vacated, the Board shall elect a successor to serve the remainder of  
6 the officer's term. ~~Each board officer shall be eligible for re-election.~~

7 ~~If no officer of the Board is serving at the time of the organizational meeting, any member shall call~~  
8 ~~the meeting to order and preside until a chairman is elected as the first order of business.~~

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## Legal References

†. T.C.A. 49-2-202(e)(2)



# Germantown Municipal School District

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Duties of Officers</b>	Descriptor Code: <b>1.201</b>	Issued Date: <b>2/**/22</b> <b>12/02/13</b>
		Rescinds:	Issued:

## 1 CHAIR

2 The Chair of the Board shall have the following duties:

- 3 1. To assist the ~~director of schools~~ Superintendent in preparing meeting agendas;
- 4 2. To preside at all meetings of the Board;<sup>1</sup>
- 5 3. To appoint committees authorized by the Board;<sup>1</sup>
- 6 4. To function as Chairman of the Executive Committee;<sup>1</sup>
- 7 5. To countersign all warrants authorized by the Board and issued by the ~~director of schools~~  
8 Superintendent for all expenditures of the school system;<sup>1</sup>
- 9 6. To conduct Board hearings;<sup>2</sup>
- 10 7. To prepare the school budget with the ~~director of schools~~ Superintendent;<sup>3</sup>
- 11 8. To authorize the use of mechanical check-writing equipment;<sup>4</sup>
- 12 9. To certify the value of surplus property valued less than \$250 500;<sup>5</sup>
- 13 10. To coordinate the evaluation of the ~~Director of Schools~~ Superintendent; and
- 14 11. To carry out other such duties as may be assigned by the Board.

## 15 VICE CHAIR

16 The Vice Chair shall assume the duties of the Chairman in his/her absence or function as the Chair  
17 until a new Chair can be elected in the event the Chairman is incapacitated or the office becomes  
18 vacant.

## 19 SECRETARY

20 The ~~director of schools~~ Superintendent, as the Executive Officer of the Board, shall serve as Secretary  
21 to the Board. He/ she shall conduct all correspondence of the Board, keep and preserve all of its  
22 records, receive all reports acquired by the Board, and see that such reports are in proper form.<sup>6</sup>  
23 He/she has the right to advise on any question under consideration but has no vote.

24 The Board may assign the keeping of the minutes to a clerk; however, the responsibility resides  
25 with the ~~director of schools~~ Superintendent.

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Legal References

- 1- T.C.A. 49-2-205
- 2- T.C.A. 49-5-512(e)
- 3- T.C.A. 49-2-203(a)(10)(A)(i)
- 4- T.C.A. 49-2-113
- 5- T.C.A. 49-6-2007(d)(2)
- 6- T.C.A. 49-2-301(b)(1)(C)

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Cross-References

- ~~Role of the Board of Education 1.101~~
- ~~Duties of Board Members 1.202~~
- ~~Annual Operating Budget 2.200~~
- ~~Separation Practices for Tenured Teachers 5.200~~

# Germantown Municipal School District

Monitoring:  <b>Review: Annually, in November</b>	Descriptor Term:  <h2 style="text-align: center;">Duties of Board Members</h2>	Descriptor Code: <b>1.202</b>	Issued Date: 2/**/22 <b>12/02/13</b>
		Rescinds:	Issued:

1 The duties of an individual Board Member shall be as follows:

- 2 1. To become familiar with education laws, rules and regulations of the State Board of
- 3 Education and the State Department of Education, and school board policies;
- 4
- 5 2. To participate in State-mandated board training;<sup>†</sup>
- 6
- 7 3. To have a general knowledge of the educational aims and objectives of the system;
- 8
- 9 4. To work harmoniously with other Board Members without trying either to dominate the
- 10 Board or neglect his/her share of the work;
- 11
- 12 5. To vote and act impartially for the good of the school system;
- 13
- 14 6. To accept the will of the majority vote in all cases and give support to the resulting action;
- 15
- 16 7. To represent the Board and the school system to the public in such a way as to promote
- 17 both interest and support; and
- 18
- 19 8. To refer complaints to the ~~director of schools~~ Superintendent and to abstain from
- 20 individual counsel and action in regard to staff members.

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Legal References

† T.C.A. 49-2-202(a)(6); TRR/MS-0520-01-02-11

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Cross-References

Role of the Board of Education 1.101  
Code of Ethics 1.106



# Germantown Municipal School District

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Board Member Development Opportunities</b>	Descriptor Code: <b>1.204</b>	Issued Date <b>2/**/22 08/24/21</b>
		Rescinds: <b>1.204</b>	Issued: <b>12/02/13</b>

1 The Board shall participate in activities designed to assist board members in improving their skills  
2 as members of a policy-making body.

3 In order to control both the investment of time and funds necessary to implement this policy, the  
4 Board establishes these principles and procedures for its guidance:

- 5 1. Funds for participation at such meetings shall be budgeted on an annual basis. The Board as  
6 a whole shall retain the authority to approve or disapprove the participation of members in  
7 planned activities;
- 8  
9 2. Reimbursement to board members for their travel expenses shall be in accord with the travel  
10 expense policy for staff members;<sup>†</sup>
- 11  
12 3. When a conference, convention or workshop is not attended by the full Board, those  
13 participating should share information and materials acquired at the meeting.

## 14 **APPLICABLE UNTIL JULY 1, 2022<sup>2,3</sup>**

15 All newly-elected Board Members shall attend a fourteen (14) hour orientation during their first year in  
16 office. The School Board Academy shall be administered by the State Department of Education.

17 The annual program of the School Board Academy will consist of modules approved by the State Board  
18 of Education. The Tennessee School Boards Association (TSBA) shall develop and conduct the majority  
19 of the approved modules.

## 20 **EFFECTIVE JULY 1, 2022<sup>2,3</sup>**

21 Beginning on July 1, 2022, newly elected or newly appointed Board Members shall, at a minimum,  
22 participate in twenty-one (21) hours of training during their first year in office. The twenty-one (21)  
23 hours shall include fourteen (14) hours of orientation training courses covering topics outlined below;  
24 however, if a new Board Member has been elected to the Board with a break in service of more than  
25 four (4) years, the new Board Member may choose to substitute any orientation training course with any  
26 other approved training course to count toward the required fourteen (14) hours of orientation training.  
27 The remaining seven (7) hours shall be selected from any additional approved training course(s). All  
28 required training hours shall be completed within twelve (12) months of joining the School Board.

29 The content of the training courses shall cover the following topics:

- 1 i. Education's governance structure;
- 2 ii. School data and finance;
- 3 iii. Communication and engagement;
- 4 iv. Board policies;
- 5 v. Strategic planning;
- 6 vi. School law;
- 7 vii. Board/~~Director of Schools~~ Superintendent relations;
- 8 viii. Board/staff relations;
- 9 ix. Board/student relations;
- 10 x. Tennessee open meetings and open records requirements; and
- 11 xi. Conflict of Interest and ethics.

12 All training courses shall be approved by the State of Tennessee Board of Education.

13 **Effective until July 1, 2022:**<sup>2,3</sup>

14 Every Board Member shall participate annually in seven (7) hours of training provided by the School  
15 Board Academy. The School Board Academy shall be administered by the State Department of  
16 Education.

17 **Effective July 1, 2022:**<sup>2,3</sup>

18 Effective July 1, 2022, Board Members with one (1) or more years of service with a break in service of  
19 no more than four (4) years shall, at a minimum, complete seven (7) hours of training each fiscal year.  
20 Said Board Members shall select any training course approved by the Tennessee State Board of  
21 Education to meet the seven (7) hours of training required.

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Legal References

1. T.C.A. § 49-2-2001(e)
2. T.C.A. § 49-2-202
3. TRR/MS 0520-01-02-11

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Cross-References

- Board Self-Evaluation 1.103
- Memberships 1.104
- School Board Legislative Involvement 1.105
- School District Goals 1.700
- School Calendar 1.800
- Expenses and Reimbursements 2.804

# Germantown Municipal School District

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Board - Superintendent Relations</b>	Descriptor Code: <b>1.205</b>	Issued Date: <b>2/**/22</b> <b>12/03/13</b>
		Rescinds:	Issued:

- 1 The Board is hereby declared to be a policy determining body and the ~~director of schools~~
- 2 **Superintendent** shall be the executive officer of the Board having all powers and authorities usually
- 3 attached to such position.
  
- 4 The Board shall approve an annual budget with major categories and line items as well as develop a
- 5 policy manual for the operations of schools. The ~~director of schools~~ **Superintendent** shall develop
- 6 forms and procedures to comply with the approved budget and implement Board policies.

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#### Cross-References

~~Role of the Board of Education 1.101~~  
~~Evaluation of the Director of Schools 5.803~~



# Germantown Municipal School District

Monitoring:  <b>Review: Annually, in November</b>	Descriptor Term:  <h2 style="text-align: center;">Board Committees</h2>	Descriptor Code: <h3 style="text-align: center;">1.300</h3>	Issued Date: 2/**/22 <h3 style="text-align: center;">12/02/13</h3>
		Rescinds:	Issued:

- 1 The Board shall operate without standing committees, except for the Executive Committee; however,  
 2 special committees composed of Board Members may be appointed by the Chairman at the direction  
 3 of the Board and as the needs of the Board shall require.<sup>1</sup> Such committees shall be discharged when  
 4 the work is finished or earlier by a majority vote of the entire Board. All reports by special  
 5 committees shall be made directly to the Board.
- 6 1. A special committee serving in an advisory capacity shall ordinarily consist of less than a  
 7 quorum of Board Members;
  - 8
  - 9 2. The committee will be advisory only;
  - 10
  - 11 3. Issues to be discussed by the committee must be approved in advance by the entire Board;
  - 12
  - 13 4. A committee shall serve no longer than the annual organization meeting of the Board  
 14 unless reappointed to finish a designated task; and
  - 15
  - 16 5. Committee meetings shall be held in accordance with the Open Meetings law.<sup>2</sup>

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Legal References

1. T.C.A. 49-2-205(2)
2. T.C.A. 8-44-102

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Cross-References

- Duties of Officers 1.201
- School Board Meetings 1.400
- Public Hearings 1.401



# Germantown Municipal School District

Monitoring: <b>Review: Annually, in December</b>	Descriptor Term: <b>School Attorney</b>	Descriptor Code: <b>1.302</b>	Issued Date: <b>2/**/22</b> <b>12/02/13</b>
		Rescinds:	Issued:

- 1 The Board shall employ an attorney to advise or represent the board in legal matters which arise
- 2 concerning the school system.<sup>+</sup>

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#### Legal References

<sup>+</sup> T.C.A. 49-2-203(b)(5)



# Germantown Municipal School District

Monitoring: <b>Review: Annually, in December</b>	Descriptor Term:  <b>Consultants</b>	Descriptor Code: <b>1.303</b>	Issued Date <b>2/**/22:</b> <b>12/02/13</b>
		Rescinds:	Issued:

- 1 The Board may occasionally engage the services of qualified professional consultants.
- 2 Before engaging any consultant, the Board will require submission of a written proposal which can
- 3 be incorporated into a contract or purchase order if deemed necessary by the Board. The proposal will
- 4 detail:
  - 5 1. The specific objectives to be accomplished by the consultant;
  - 6
  - 7 2. The specific tasks to be performed;
  - 8
  - 9 3. The procedures to be used in carrying out the tasks;
  - 10
  - 11 4. The target dates for the completion of tasks;
  - 12
  - 13 5. The method to be used to report results to the Board and/or to deliver any “product” to the Board;
  - 14 and
  - 15
  - 16 6. The cost of the consultant and tasks to be performed.

17 ~~To the extent necessary, the director of schools will establish procedures to develop an efficient~~  
18 ~~working relationship between the consultant and the Board and / or staff members.~~

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#### Cross-References

Bids and Quotations 2.806

Purchase Orders and Contracts 2.808



# Germantown Municipal School District

Monitoring: <b>Review: Annually, in December</b>	Descriptor Term: <h2 style="text-align: center;">Appearances Before the Board</h2>	Descriptor Code: <b>1.404</b>	Issued Date: <del>2/**/22</del> <b>10/26/21</b>
		Rescinds: <b>1.404</b>	Issued: <b>12/02/13</b>

- 1 Tennessee law makes no specific provisions for the participation of the public at meetings of local Boards
- 2 of Education.
- 3 If an Individual wishes to address the Board, he/she ~~may sign up on the form~~ shall submit a “Public
- 4 Comment Form” provided before the beginning of the Board meeting to request time to speak.
- 5 Delegations must select only one individual to speak on their behalf unless otherwise determined by
- 6 the Board.
- 7 Speakers will be introduced by the Chairman of the Board in order of the names appearing on the ~~sign-~~
- 8 ~~up form~~ “Public Comment Form”.
- 9 Each person speaking shall state his/her name, address, and subject of presentation. Remarks will be
- 10 limited to three (3) minutes unless time is extended by the Board or otherwise reduced by the Chairman
- 11 to reflect the number of citizens to be heard. Speakers are asked to refrain from using names of
- 12 personnel or names of persons connected with the school system when lodging a complaint. However,
- 13 after the meeting has concluded, the speaker may supply to the Board Chairman the names of the persons
- 14 about whom the complaint is being lodged and the name will be shared by the Chairman with other
- 15 members of the School Board. The Chair shall have the authority to terminate the remarks of any
- 16 individual who is disruptive or does not adhere to Board rules.
- 17 Speakers will not be permitted to use obscene language when making their comments.

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Legal References

T.C.A. § 39-17-306

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Cross-References

~~School Board Meetings 1.400~~  
~~Agendas 1.403~~  
~~Complaints About School Personnel 5.502~~



# Germantown Municipal School District

Monitoring: <b>Review: Annually, in December</b>	Descriptor Term: <b>Rules of Order</b>	Descriptor Code: <b>1.405</b>	Issued Date: <b>2/**/22</b> <b>12/02/13</b>
		Rescinds:	Issued:

1 The rules contained in the current edition of *Robert's Rules of Order, Newly Revised*, shall govern  
2 the Board in all cases to which they are applicable, except as otherwise provided by any statutes  
3 applicable to the Board, or by policies of this Board. ~~including the following exceptions:~~

## 4 VOTING METHOD

5 When a formal vote is taken on any question brought before the Board, the decision shall be made  
6 on the basis of a majority of the membership of the Board.<sup>1</sup>

7 All votes of the Board shall be by public vote or public roll call. No secret votes shall be used. "Public  
8 Vote" means a vote in which the "Aye" faction vocally expresses its will in unison and in which the  
9 "Nay" faction subsequently expresses its will in unison.

10 Roll call votes will be used at the discretion of the Chair or upon the request of any Board  
11 Member. Each Board Member's vote shall be recorded in the minutes on a roll call vote. Upon  
12 request, any Member's individual vote may be recorded in the minutes. ~~No secret votes shall be~~  
13 ~~used.~~<sup>2</sup>

## 14 CHAIR'S PARTICIPATION

15 The person chairing a meeting may participate in discussion, make motions, and vote on all issues  
16 as any other Board Member without relinquishing the Chair.<sup>3</sup>

## 17 SUSPENSION OF RULES

18 Rules of Order may be suspended by a majority vote of the membership at any regular or special  
19 meeting.

## 20 CHALLENGES

21 Procedural challenges to the Rules of Order must be made in a timely manner and not later than the  
22 next successive meeting.

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### Legal References

- 1. T.C.A. 49-2-202(g)
- 2. T.C.A. 8-44-104(b)

~~3. *Reeder v. Trotter*, 142 Tennessee 37 (1919)~~

# Germantown Municipal School District

Monitoring: <b>Review: Annually, in December</b>	Descriptor Term: <b>Board Meeting Minutes</b>	Descriptor Code: <b>1.406</b>	Issued Date: <b>2/**/22</b> <b>12/02/13</b>
		Rescinds:	Issued:

1 The ~~director of schools~~ Superintendent shall keep, or cause to be kept, complete and accurate minutes  
2 of all meetings of the Board.<sup>1</sup> A draft of the minutes of the previous meeting shall be sent to all Board  
3 Members with the agenda for the upcoming meeting. Following their approval by the Board, the  
4 minutes shall be signed by the Chair and ~~director of schools~~ Superintendent. The minutes shall become  
5 permanent records of the Board and shall be made available to interested citizens and the news media  
6 upon request and posted on the school district website.<sup>2,3</sup> A copy shall be sent to all Board Members,  
7 the President of the local education association, and to each of the schools no more than thirty (30) days  
8 after approval by the Board.<sup>4</sup>

9 The minutes shall include:

- 10 1. The nature of the meeting (regular or special), time, place, date, Board Members present or  
11 absent, and the approval of the minutes of the preceding meeting;<sup>2</sup>
- 12 2. A record of all motions, proposals, and resolutions passed or denied by the Board, together  
13 with the names of the members making and seconding the motions, and a record of the  
14 members voting “yes” and “no” in the event of a roll call vote;<sup>2</sup>
- 15 3. Names of persons addressing the Board and the purpose of their remarks; and
- 16 4. A brief account of those items discussed, and whether or not any motions were made regarding  
17 those items.
- 18
- 19
- 20

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#### Legal References

- 1- T.C.A. 8-44-104
- 2- T.C.A. 10-7-503(a)(1)(B), (2)(B)(i)-(iii)
- 3- T.C.A. 49-2-203(a)(1)
- 4- T.C.A. 49-2-301(b)(1)(C)-(D)

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#### Cross-References

~~Duties of Officers 1.201~~



# Germantown Municipal School District

Monitoring: <b>Review: Annually, in December</b>	Descriptor Term: <b>News Releases, News Conferences, and Interviews</b>	Descriptor Code: <b>1.503</b>	Issued Date: 2/**/22 <b>12/02/13</b>
		Rescinds:	Issued:

- 1 ~~The release of official news from the system and schools shall be coordinated as follows:~~
- 2     1. The Board Chairman will be the official spokesman for the Board;
- 3
- 4     2. News releases ~~which are of a system-wide nature or pertain to established system policy~~  
 5     pertaining to GMSD are the responsibility of the ~~director of schools~~ Superintendent or a  
 6     designated member of ~~the~~ his/her administrative staff. ~~;~~ and
- 7
- 8     3. News releases which are of concern to only one school or to an organization of one school  
 9     ~~are the responsibility of~~ may also be made by the Principal of that particular school.
- 10 When individual Board Members or the ~~director of schools~~ Superintendent express their views on any  
 11 issue which is in opposition to a view expressed ~~in board policy~~ by the Board's majority, they have the  
 12 duty to make clear that the view expressed is not the official view of the Board or school system.

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~~Cross-References~~

~~Board-Community-Relations 1.500  
 Board Meeting News Coverage 1.502  
 Crisis Management 3.203~~



# Germantown Municipal School District

Monitoring: <b>Review: Annually, in December</b>	Descriptor Term:  <b>Fringe Benefits</b>	Descriptor Code: <b>3.601</b>	Issued Date: <b>2/**/22</b> <b>07/18/17</b>
		Rescinds:	Issued: <b>06/02/14</b>

1 **Purpose:**

- 2     • To ensure that fringe benefits are available to eligible employees
- 3
- 4     • To provide guidelines for establishing and administering employee fringe benefits

5 **Scope:**

- 6     • This policy applies to full-time employees and eligible retirees

7 **Policy Statement and understandings:**

- 8     • Benefits provided by GMSD are subject to modifications at any time, including, but not limited to, modification of insurance coverage, plan design, covered services, premiums, and
- 9     contributions. Additionally, GMSD reserves the right to amend or terminate any benefit plan at
- 10     any time.
- 11
- 12
- 13     • Nothing in this policy creates a vested right to any of the benefits described in this policy.
- 14
- 15     • Written notification to employees will be provided prior to any changes and/or modifications
- 16     being made.

17 **I. Employee Healthcare/Medical Insurance Benefits and the administration thereof:**

- 18     • All full-time employees are eligible to participate in the voluntary group healthcare insurance
- 19     plans provided by GMSD. A full-time employee is one who regularly works a minimum of 30
- 20     hours per week. Part-time, seasonal and temporary employees are not eligible.
- 21
- 22     • Application for healthcare coverage for the full-time employees and eligible family members
- 23     must be made within thirty (30) days of the following: Date of hire, change from an ineligible
- 24     to eligible employment status (i.e. part-time to full-time) and any eligible qualifying events as
- 25     defined by COBRA under the umbrella of the Employee Benefits Security Administration.
- 26
- 27     • GMSD and the employee shall share in the cost for employee health insurance coverage. The
- 28     GMSD school board's contribution amount will be determined annually. The employee's
- 29     portion of the coverage shall be paid through payroll deduction over twenty (20) semi-monthly

1 payments. ~~Once employees elect to participate in an individual and/or family healthcare plan~~  
2 ~~the following will occur:~~

- 3 ~~○ Payroll deductions shall be made on a pre-tax basis unless otherwise requested by the~~  
4 ~~employee.~~
- 5
- 6 ~~○ Coverage shall become effective the first day of the month following (30) days of~~  
7 ~~employment period and expire on the last day of the month during which the employee~~  
8 ~~terminates from service with GMSD.~~
- 9
- 10 ~~○ If an employee decides to retire or resign at the end of a school year, the healthcare~~  
11 ~~benefit will last until the end of the plan year, August 31.~~
- 12

- 13 ● Dental and Vision
  - 14 ○ Optional dental and vision plans are also available through GMSD at a group rate. The
  - 15 employee shall bear the total cost (100%) of dental and vision insurance if he or she
  - 16 elects to participate in these plans.
  - 17
- 18 ● Open enrollment dates will be announced on an annual basis.

## 19 II. Life Insurance – Employee and Dependent

- 20 ● Employee Life insurance
  - 21 ○ All full-time employees are provided the amount of (2) times their annual base salary
  - 22 rounded to the nearest one thousand dollars (\$1,000) to a maximum benefit of three-
  - 23 hundred-thousand dollars (\$300,000). ~~An equal amount of~~ Accidental Death and
  - 24 Dismemberment coverage is also provided to covered employees. This benefit is
  - 25 covered 100% by GMSD.
  - 26
- 27 ● Additional Supplementary Life Insurance
  - 28 ○ All full-time employees are eligible to participate in the voluntary group life insurance
  - 29 plan provided by GMSD. The employee shall bear the total cost (100%) of the
  - 30 additional supplementary life insurance if he or she elects to participate in this plan.
  - 31 ○ Life insurance application coverage (employee and eligible dependents) must be made
  - 32 within thirty (30) days of employment. ~~Coverage shall become effective the first day of~~
  - 33 ~~the month following (30) days of employment period and expire on the last day of the~~
  - 34 ~~month during which the employee terminates from service with GMSD. Details~~
  - 35 ~~regarding life insurance coverage for eligible GMSD employees are available in the~~
  - 36 ~~Certificate of Coverage, located in the Human Resources Department.~~
  - 37
- 38 ● Dependent life insurance
  - 39 ○ Dependent life insurance may also be purchased for additional life insurance coverage
  - 40 for eligible dependents. The total cost (100%) for additional coverage shall be paid by
  - 41 the employee through payroll deductions.

## 42 III. Retiree Healthcare/Medical Insurance Benefits and the administration thereof:

- 1 • Former employees who are classified as retirees on, or before, September 1, 2017 will continue  
2 to pay retiree premium rates as full-time employees for health care benefits up until he or she is  
3 Medicare eligible.
- 4 • Those former employees who are classified as retirees on, or before, September 1, 2017, that  
5 become Medicare eligible have the option to continue current coverage with the premium share  
6 for supplementary Medicare insurance with the employer or opt to receive a taxed monthly  
7 stipend of \$150.00 per individual or \$300.00 per family.
- 8
- 9 • ~~All-inclusive for Tiers I, II, and III defined under section Specifications:~~ Upon meeting  
10 applicable retirement eligibility requirements and submitting one's retirement, the current  
11 retiree who decides to secure a job with another employer that provides medical health  
12 insurance will become ineligible to participate in the GMSD other post-employment health  
13 benefit coverage until notification is provided by his or her current employer that they have  
14 resigned from their current position. Once this has been verified, he or she, can now **bounce**  
15 **return** back to the GMSD OPEB benefit in the same Tier status as when they initially retired  
16 with GMSD, provided such reinstatement is permitted by the then-current healthcare plan  
17 provider. ~~There is the understanding that~~ A health questionnaire may be requested to be  
18 submitted upon his or her return **to the plan.**
- 19
- 20 • To qualify for any post-retirement health benefit, a full-time employee must be enrolled in  
21 GMSD's plan **a one** full year, twelve (12) consecutive months, immediately prior to retirement.
- 22
- 23 • Any new employee hired for the school year beginning July 1, 2017 or thereafter, will not be  
24 provided with an other post-employment benefit.

### 25 Specifications:

- 26 • **Current** Full-time employees **employed by GMSD** as of July 1, 2017 have been categorized in  
27 the following Tiers which will determine their post-employment retiree benefits:  
28
  - 29 ○ Tier I: Meet the eligibility requirement of 20 + Years of Service (YOS) as of July 1,  
30 2017 with 15 years having been with GMSD/Shelby County, and/or Memphis City and  
31 meet one of the following retirement types described by the Tennessee Consolidated  
32 Retirement System (TCRS): a. Service retirement of 25 YOS; b. Early Retirement – age  
33 55 with 15 YOS.
  - 34
  - 35 ○ Tier II: Meet the eligibility requirement with YOS between 10 and 19 years as of July 1,  
36 2017 must complete 30 years of service or at least age 60 and complete 15 years of  
37 service with GMSD, Shelby County, and/or Memphis City Schools prior to retirement.
  - 38
  - 39 ○ Tier III: Meet the eligibility requirement with YOS as of less than 10 years as of July 1,  
40 2017 must complete 30 years of service or at least age 60 and complete 15 years of  
41 service with GMSD, Shelby County, and/or Memphis City Schools prior to retirement.
  - 42
  - 43

1 **Terms and Definitions:**

2 Tier: The category the full-time employee meets as of 7/1/2017 which then explains the scope of  
 3 benefit this employee will receive if they meet the eligibility requirement associated with the Tier I, II,  
 4 or III description.

5 OPEB (Other post-employment benefits): A defined benefit and/or contribution to retirees where there  
 6 is now an effort to improve accountability and transparency of financial reporting in regard to the  
 7 financial effects of employers' commitments and actions related to the benefit.

8 Years of Service (YOS): The number of years the employee has served GMSD and/or the number of  
 9 years of service combined between other Tennessee Public Schools, Shelby County Schools, Memphis  
 10 City Schools, and Germantown Municipal School District when applicable for those employees placed  
 11 in various groups; Tiers I, II, or III.

12 **Prerequisites, benefit, and length thereof in charted format:**

Employee Year of Service (YOS)	Prerequisites	Health Benefit	Retiree Life Insurance	Medicare stipend
Tier I	20+ YOS as of 7/1/2017 + meet TCRS 25-year retirement or TCRS early retirement at age 55 with 15 YOS.	Health benefits at the active employee contribution rate for retiree and dependent(s) until Medicare eligible.	1x annual salary with a \$50,000 maximum provided pre-65 only. No Retiree Life Insurance provided post-65.	Will receive a monthly stipend of \$150 per retiree or \$300 per retiree and dependent(s).
Tier II	10-19 YOS as of 7/1/2017 + meet 30 YOS or early retirement at age 60 with 15 YOS.	Health benefits at the active employee contribution rate for both retiree and dependent(s) until Medicare Eligible.	1x annual salary with a \$50,000 maximum provided pre-65 only. No Retiree Life Insurance provided post-65.	Will receive a monthly stipend of \$150 per retiree or \$300 per retiree and dependent(s).
Tier III	0-9 YOS as of 7/1/2017 + meet 30 YOS or early retirement at	Will receive a monthly stipend of \$300 per retiree or	1x annual salary with a \$50,000 maximum provided pre-	Will receive a monthly stipend of \$150 per retiree or \$300 per retiree and dependent(s).

	age 60 with 15 YOS.	\$600 per retiree and dependent(s); Until Medicare eligible.	65 only. No Retiree Life Insurance provided post-65.	
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#### 1 IV. Surviving Spouse Coverage:

- 2 • The spouse of a retired employee, who is covered as a dependent at the time of the retiree's  
3 death, may exercise the option for surviving spouse coverage under the following conditions:  
4
- 5 ○ If said spouse should remarry, and become eligible under another group insurance plan,  
6 coverage under GMSD's plan will cease at the beginning of the next month after the  
7 new marital status has become official.
  - 8 ○ If said spouse, should remarry and is not eligible under another plan, said spouse may  
9 retain coverage until Medicare eligible.
  - 10 ○ Under no circumstances is coverage extended to the new spouse or dependent children  
11 of the new spouse.
  - 12 ○ If the deceased employee had family coverage at the time of his/her death, COBRA  
13 continuation coverage will be provided.
  - 14
  - 15
  - 16

#### 17 V. Eligible Retiree Life Insurance:

- 18 • Upon retirement from active service the amount of life insurance shall reduce fifty percent  
19 (50%) to cap at a maximum of fifty-thousand dollars (\$50,000). All Tiers, Tiers I, II, and III,  
20 upon meeting eligibility requirements will have a life insurance benefit until the age of 65.  
21 Former employees, however, who are classified as retirees on, or before, September 1, 2017  
22 will be able to continue to receive the life insurance policy one time their annual salary up to  
23 \$50,000 pre and post 65 years of age.

#### 24 VI. Responsibility and General Provisions

- 25 • Employees are responsible for notifying the Human Resources office of any change in status or  
26 qualifying event related to their health insurance. Notification failure within the time-frames  
27 set forth in this policy may result in coverage termination and/or forfeiture of paid insurance  
28 premiums and contributions.
- 29
- 30 • Benefit coverage will cease if premiums are not paid in a timely manner. Under no conditions  
31 will coverage be reinstated for an employee, dependent, retiree, after retirement or employment  
32 separation if coverage was ceased for non-payment of premiums.
  - 33
  - 34 • If retiree health coverage is declined or cancelled at any time, the coverage will not be  
35 reinstated for any reason other than administrative error. This also applies to coverage

1 cancellation for dependent coverage under the retiree's health plan.  
2

- 3 • If an employee receives permanent disability approval through TCRS, then GMSD will waive  
4 the service requirement. However, if the approval of disability is reversed by TCRS, then the  
5 service requirement shall be reinstated and benefits will be provided based on the employee's  
6 service at the time of retirement.  
7
- 8 • GMSD shall comply with the Health Insurance Portability and Accountability Act (HIPPA) and  
9 Health Information Technology for Economic and Clinical Health Act (HITECH) in employee  
10 privacy. GMSD shall ensure that the group health plan offered to employees provides  
11 employees with notice of the privacy requirements of HIPPA and HITECH.

# Germantown Municipal School District

Monitoring: <b>Review: Annually, in December</b>	Descriptor Term: <b>Workers' Compensation</b>	Descriptor Code: <b>3.602</b>	Issued Date: <b>2/**/22</b> <b>12/16/15</b>
		Rescinds:	Issued:

- 1 The Board shall maintain adequate workers' compensation coverage according to state laws. A printed  
2 notice shall be posted and maintained in a conspicuous place on the business premises regarding  
3 workers' compensation as prescribed by the commissioner of labor and workforce development.<sup>+</sup>
- 4 The District shall establish a medical panel consisting of at least three (3) or more reputable physicians  
5 or surgeons who are not associated together in practice, if available.
- 6 ~~The names of the physicians or surgeons shall be posted in conspicuous places throughout the~~  
7 ~~maintenance, clerical, and professional areas of participating schools.~~ The District shall provide  
8 claimants with a list of said medical panel, in writing. Any claimant may select an operating surgeon or  
9 attending physician listed on the medical panel for treatment of on-the-job injuries.<sup>2</sup> Any specialized  
10 treatment of injuries must be administered by practitioners or specialists upon referral by the medical  
11 panel.
- 12 An injured employee will be subject to a drug test after the incident occurs. If testing results are  
13 positive, the employee will be placed in the employer's *Employee Assistance Program (EAP)*. Upon  
14 second offenses of being injured while on the job and under the influence, EAP services will still be  
15 provided and a suspension without pay. If a third on-the-job injury occurs, and the employee tests  
16 positive for drugs, job termination will be the disciplinary action, unless such action is precluded by  
17 law.
- 18 All employees who obtain workers' compensation must be medically cleared before they return to  
19 work. An employee who tested positive on the drug test will also have to provide a negative drug test  
20 as well. Furthermore, all employees injured on the job will ~~not have~~ be required to, but can choose to,  
21 either use personal days or sick days unless it is the employee's second offense with drugs being  
22 involved at which time unpaid days will be assigned.
- 23 Employees injured on the job are required to report their injury to the School Nurse if the employee is  
24 a school based employee or the GMSD Benefits Specialist if the employee is a District office based  
25 employee, on the same day it occurs, unless the employee is precluded from doing so due to  
26 hospitalization or incapacity. If the employee cannot report the injury due to hospitalization or  
27 incapacity, the employee is required to report the injury to the School Nurse if the employee is a  
28 school based employee or the GMSD Benefits Specialist if the employee is a District office based  
29 employee on the first day the employee has the capacity to do so. School Nurses and /or the GMSD  
30 Benefits Specialist are responsible for immediately completing the GMSD Injury/Accident Report  
31 forms after receiving a report of injury.

32

1 For injuries or death due to the following, no workers' compensation shall be permitted:

- 2 1) The employee's willful misconduct;  
3 2) The employee's intentional self-inflicted injury;  
4 3) The employee's intoxication or illegal drug usage;  
5 4) The employee's willful failure or refusal to use a safety device;  
6 5) The employee's willful failure to perform a duty required by law; or  
7 6) The employee's voluntary participation in recreational, social, athletic or exercise activities,  
8 including, but not limited to athletic events, competitions, parties, picnics, or exercise  
9 programs, whether or not GMSD pays some or all of the cost of the activities, unless:  
10 A. Participation was expressly or impliedly required by GMSD;  
11 B. Participation produced a direct benefit to GMSD beyond improvement in employee health  
12 and morale;  
13 C. Participation was during employee's work hours and was part of the employee's work-  
14 related duties; or  
15 D. The injury occurred due to an unsafe condition during voluntary participation using  
16 facilities designated by, furnished by, or maintained by GMSD on or off GMSD's premises.

17

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Legal References

1. T.C.A. 49-5-714
2. T.C.A. 50-6-101 et seq.
3. T.C.A. 50-6-110
4. T.C.A. 50-6-204(a)(3)(A)(i)
5. T.C.A. 50-6-407
- 6.

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Cross-References

- Sick Leave 5.302  
Physical Assault Leave 5.307

# Germantown Municipal School District

Monitoring: <b>Review: Annually, in March</b>	Descriptor Term: <b>Graduation Requirements</b>	Descriptor Code: <b>4.605</b>	Issued Date: <b>2/**/22</b> <b>08/24/21</b>
		Rescinds: <b>4.605</b>	Issued: <b>04/19/21</b>

## 1 *General*

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

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

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

## 8 **TRADITIONAL HIGH SCHOOL DIPLOMA REQUIREMENTS**

9 Before graduation, every student shall:<sup>1</sup>

- 10 1. Achieve the specified twenty-two (22) units of credit;
- 11 ~~2. Take the required end-of-course exams;~~
- 12 3. Have satisfactory records of attendance and conduct;
- 13 4. Take the ACT or SAT examination;<sup>2</sup> and
- 14 5. Take and pass a United States civics test.<sup>3</sup>

### 15 Course Graduation Requirements:

16	English	4 credits
17	Mathematics	4 credits
18	Science	3 credits
19	Social Studies	3 credits
20	Personal Finance	0.5 credit
21	Wellness	1 credit
22	Physical Education	0.5 credit
23	World Language	2 credits
24	Fine Arts	1 credit
25	Elective Focus	3 credits (CTE or Liberal Arts)

26 \*Suspending the ACT or SAT examination requirement for the class of 2021

## 27 **SPECIAL EDUCATION STUDENTS<sup>4</sup>**

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

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

### 3 *Special Education Diploma*

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

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

### 9 *Occupational Diploma*

10 Special education students who do not meet the requirements for a regular high school diploma  
11 may be awarded an occupational diploma if the student has:<sup>1,4</sup>

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

18 The decision to attain an occupational diploma shall be made at the conclusion of the student's  
19 10<sup>th</sup> grade year or two (2) academic years prior to the expected graduation date.

### 20 *Alternative Academic Diploma*

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

- 23 1. Completed at least four (4) years of high school;
- 24 2. Participated in the high school alternate assessments;
- 25 3. Earned the prescribed twenty-two (22) credit minimum;
- 26 4. Made satisfactory progress on their IEP;
- 27 5. Maintained satisfactory records of attendance and conduct; and
- 28 6. Completed a transition assessment that measures postsecondary education and training,  
29 employment, independent living, and community involvement.
- 30 7. Take and pass a United States civics test.

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

## 1 STUDENT LOAD

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

## 5 EARLY GRADUATION<sup>7</sup>

6 High school students shall be permitted to complete an early graduation program. Students  
7 intending to graduate early shall inform the school principal of this intent prior to the beginning of  
8 9<sup>th</sup> grade or as soon thereafter as the intent is known.

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

- 10 1. Earn required seventeen (17) credits;
- 11 2. Score on-track or mastered level for each required end-of-course exam;
- 12 3. Attain a cumulative GPA of at least 3.2 on a 4.0 scale;
- 13 4. Meet the minimum ACT or SAT benchmark score;
- 14 5. Obtain a qualifying benchmark score on a world language proficiency assessment; and
- 15 6. Complete at least two (2) types of the following courses:
  - 16 a. AP;
  - 17 b. IB;
  - 18 c. Dual enrollment;
  - 19 d. Dual credit.

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

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### Legal References

1. ~~TCA 49-6-6001; State Board of Education Policy 2.103; TRR/MS 0520-01-03-.06~~
2. ~~TCA 49-6-6001(b); State Board of Education Policy 2.103~~
3. ~~TCA 49-6-408; State Board of Education Policy 2.103~~
4. ~~TRR/MS 0520-01-03-.06; State Board of Education Policy 2.103~~
5. ~~TCA 49-6-6005; State Board of Education Policy 2.103~~
6. ~~TRR/MS 0520-01-03-.06~~
7. ~~TCA 49-6-8103; State Board of Education Policy 2.103; Public Acts of 2021, Chapter No. 493~~

T.C.A. 49-6-408  
 T.C.A. 49-6-6001  
 T.C.A. 49-6-6005  
 T.C.A. 49-6-8103  
 T.C.A. 49-6-8303  
 State Board of Education Policy 2.103  
 TRR/MS 0520-01-03-.06

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### Cross-References

~~Class-Size Ratios 4.201~~  
~~Alternative Credit Options 4.209~~  
~~Honor Roll, Awards, & Class Ranking 4.602~~



# Germantown Municipal School District

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <h2 style="margin: 0;">Advanced Degrees</h2>	Descriptor Code: <b>5.204</b>	Issued Date: 2/**/22 <b>03/19/18</b>
		Rescinds: <b>5.202</b>	Issued: <b>07/27/15</b>

- 1 Germantown Municipal School District will honor any advanced degree for which the individual
- 2 submits a transcript showing "Degree Conferred" with a conferral date on or before August 31 of the
- 3 current school year, and submits a detailed copy of their Tennessee Teaching License showing that the
- 4 advanced degree has been added.<sup>+</sup>
  
- 5 Submission of this information to ~~HR~~ the GMSD Human Resources Office on or before November 1
- 6 will automatically qualify the individual for retro pay to their start date.
  
- 7 Approval of any submissions for retro pay after this date will be addressed on a case-by-case basis.
- 8 The individual must verify submission and receipt of their information with the State Department of
- 9 Education prior to December 1.
  
- 10 Any advanced degree information submitted after December 1, regardless of conferral date, will be
- 11 honored going forward as of the next full pay cycle.
  
- 12 For an advanced degree conferred after August 31 of any given school year, the individual's amended
- 13 salary rating - with no retro pay - will begin during the first full pay cycle following receipt of the
- 14 "Degree Conferred" transcript and a detailed copy of their updated TN Teaching License that
- 15 recognizes their new educational degree status in the Human Resources office.

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Legal References

<sup>+</sup> T.C.A. § 49-5-402

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Cross-References



# Germantown Municipal School District

Monitoring: <b>Review: Annually, in August</b>	Descriptor Term: <b>Transfers Within the System</b>	Descriptor Code: <b>6.206</b>	Issued <b>2/**/22</b> Date: <b>03/02/20</b> <b>09/16/19</b> <b>12/18/18</b>
		Rescinds: <b>6.206</b>	Issued: <b>08/31/15</b>

1 The Germantown Municipal School District Board believes in the overall quality for all of its schools.  
2 The Board also believes that parents, who are Germantown citizens, may have particular preferences for  
3 which school(s) they want their children to be enrolled.

4 The Superintendent shall permit any eligible student in the Germantown Municipal School District to  
5 apply for enrollment in any District program or school, provided the student's application meets the  
6 requirements of the conditions established in maintaining optimal learning environments for all of its  
7 schools.

8 The following definitions shall apply:

9 ***Zoned School***

10 The school to which the student has been assigned prior to any request for transfer.

11 ***Out of zoned School Student***

12 A Germantown Municipal School District student who enrolls (seeks to enroll) in a program or school  
13 in another attendance zone within the District.

14 ***Program***

15 Any one of the specific course offerings of this District.

16 ***Program Size***

17 The restrictions on a number of students in a program due to circumstances unique to that specific  
18 program, or financial or operating conditions of the District.

19 ***Intra- District Transfer (Open Enrollment) Processes:***

- 20 • The District shall post the number of spaces available for enrollment in each school by grade,  
21 class, and program levels on the District's Website at least fourteen (14) days before the  
22 beginning of the open enrollment period.
- 23 • Applications will be made available for interested parties during the second semester of each  
24 school year. Dates may vary yearly at a time set by the District Administration. There will be at  
25 least a 30-day period between the announcement of Open Enrollment and the closing of the  
26 Open Enrollment application period. Applications will be made available on-line and will be

1 available at the District Office. Online computer support will also be available at the District  
2 office. ~~Grade bands will be evaluated yearly to determine if programmatic capacity or staffing~~  
3 ~~issues are evident for the following school year.~~

- 4 • All applications need to be submitted on or before the designated conclusion of Open  
5 Enrollment as evident by a postmark if the application is mailed.
- 6 • If there are more applicants than seats available, the seats will be awarded through a lottery  
7 format. Applications received after the deadline will be placed on a wait list until the start of  
8 the school year.
- 9 • Parents who applied for a transfer will be notified of their child's (ren) transfer status no later  
10 than May 21 (negotiable date pending unforeseen variables not foreseen at the time of this  
11 draft)
- 12 • Parent(s) or guardian(s) will be notified by on or before June 15<sup>th</sup> each year of their continued  
13 transfer status based on Grades, Discipline and/or Attendance.
- 14 • Transportation is not provided for any student that is granted an open enrollment transfer.
- 15 • Students who are participating in Open Enrollment (Intra-District Transfers) must maintain  
16 acceptable behavior, attendance and academic standing. While it is the intent to allow the  
17 student to remain at the school through exit grade, if behavior, attendance or academic standing  
18 is not acceptable, the principal has the authority to rescind the transfer at the end of the school  
19 year and the student will return to his/her school of zoning for the following year. The  
20 Superintendent has the authority to rescind or modify a transfer for reasons other than those  
21 listed above.
- 22 • Parent(s) or guardian(s) who have applied for transfer on behalf of their child(ren) may not  
23 revoke the application for transfer once it has been granted. Additionally, the child(ren) must  
24 remain in the school requested for at least one (1) full academic school year.

25 ***Enrollment Priorities:***

- 26 1. GMSD employees' children.
- 27 2. Students currently enrolled in that school.
- 28 3. Students whose school changed as a result of re-zoning.
- 29 4. Students, who have siblings who are attending the non-zoned school based on receiving a  
30 transfer, will be given preferential consideration if they wish to attend the same school as their  
31 sibling.

32 ~~The Superintendent, or his designee, will set procedures that support this policy.~~

- 1 Legal References
- 2 T.C.A. 49-2-128

