

**GMSD Board Work Session**

**March 21, 2023 5:00 PM**

Board Room, GMSD Office

1. Revision of Policies - First Reading
2. Miscellaneous FY 22-23 Budget Amendments # 21, 22 & 23
3. Math Textbook Adoption 2022-2023
4. Houston High School Football Field Lighting Project
5. Houston High School Baseball Field Lighting Project
6. Durham Contract
7. Legislative Update
8. Board Meeting Procedures
9. Approval of Board Chair & Legal Counsel to Start Superintendent Contract Negotiation
10. Further Business

# Germantown Municipal School District

Monitoring: <b>Review: Annually</b>	Descriptor Term: <b>Work Based Learning Program</b>	Descriptor Code: <b>4.211</b>	Issued Date: <b>04/**/23</b>
		Rescinds:	Issued: <b>10/17/16</b>

1 Students shall have access to a system of structured work-based learning (WBL) experiences that allow  
2 them to apply classroom theories to practical problems as well as explore career options.

3 ~~The director of schools shall develop administrative procedures to govern the efficient administration  
4 of the WBL program. Such procedures shall include, among other things, a process for evaluation and  
5 assessment of the program to ensure that it is of high quality and meets the needs of students.~~

6 GMSD shall offer a for-credit work-based learning experience (“WBL”).

7 All federal and state labor laws shall be observed for WBL experiences.

8 GMSD shall follow all TDOE rules and policies pertaining to WBL experiences.

## 9 **STUDENT PARTICIPATION AND ASSESSMENT**

10 1. Students shall be on track to meet the requirements for graduation as adopted by the TDOE to be  
11 eligible to participate in for-credit WBL experiences.

12 2. Students shall exhibit work readiness, knowledge, attitudes, and skills as determined by the WBL  
13 Coordinator, high school administration, and WBL Placement Mentor, and pass a safety  
14 examination prior to placement in a for-credit WBL experience.

15 3. Students shall demonstrate their knowledge and skill attainment through the development of  
16 artifacts and/or portfolios aligned to the WBL course standards which may include, but are not  
17 limited to:

- 18 (a) Work products
- 19 (b) Evaluations
- 20 (c) Original research
- 21 (d) Reflections
- 22 (e) Presentations

23 4. Students participating in WBL experiences must be sixteen (16) years of age or older.

24 5. Students must receive teacher recommendation to participate in a WBL experience.

25 6. In a WBL program, a maximum of three (3) credits may be earned in one (1) school year. At  
26 least one (1) credit shall be earned through related classroom experience, which shall include a  
27 minimum of two (2) periods per week of classroom instruction if the school is on a period

1 schedule, or a minimum of one (1) block per week of classroom instruction if the school is on a  
2 block schedule. A minimum of ten (10) hours per week of supervised work experience is  
3 required for one (1) additional credit, and a minimum of twenty (20) hours per week is required  
4 for two (2) additional credits.

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#### Legal References

State Board of Education Policy 2.103  
State Board of Education Rule 0520-01-07-.04

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#### Legal References

1. State Board of Education Policy 2.103

# Germantown Municipal School District

Monitoring: <b>Review: Annually</b>	Descriptor Term: <b>Graduation Requirements</b>	Descriptor Code: <b>4.605</b>	Issued Date: <b>04/**/23</b> <b>02/07/23</b> <b>02/22/22</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:

- 10 1. Achieve the specified twenty-two (22) units of credit;
- 11 2. Have satisfactory records of attendance and conduct;
- 12 3. Take the ACT, SAT examination, or other eleventh (11<sup>th</sup>) grade post-secondary readiness  
13 assessment, as determined by the Tennessee Commissioner of Education, unless the  
14 student qualifies for a limited medical exception as defined by the Tennessee Department  
15 of Education; and
- 16 4. Take and pass a United States civics test.

## 17 Course Graduation Requirements:

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

28 **Beginning with students who enroll in ninth (9<sup>th</sup>) grade in the 2024-2025 school year, or any**  
29 **subsequent school year, earn at least one (1) credit in high school;**

1 1. Students may fulfill this requirement by substituting computer science for the  
2 student's fourth credit of mathematics, third credit of science, or an elective focus credit.  
3 Students may only use computer science as a substitution to fulfill one (1) credit in  
4 mathematics, or one (1) credit in science, or one (1) or more elective focus credits  
5 required for a traditional high school diploma.

6 2. Students who transfer from one state or country, or from a non-public school to a  
7 Tennessee high school during their twelfth (12<sup>th</sup>) grade year, are exempt from this  
8 requirement.

## 9 SPECIAL EDUCATION STUDENTS

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

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

### 14 *Special Education Diploma*

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

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

### 20 *Occupational Diploma*

21 Special education students who do not meet the requirements for a regular high school diploma  
22 may be awarded an occupational diploma if the student has:

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

29 The decision to attain an occupational diploma shall be made at the conclusion of the student's  
30 10<sup>th</sup> grade year or two (2) academic years prior to the expected graduation date.

1 *Alternative Academic Diploma*

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

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

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

17 **7) INDUSTRY 4.0 DIPLOMA**

18 The Industry 4.0 distinction shall be noted on the transcripts of all students that fulfill the Industry  
19 4.0 distinction requirements.

20 The requirements for receiving the Industry 4.0 Diploma distinction are as follows.

21 A. Before the end of the high school student's tenth (10<sup>th</sup>) grade year, the student shall:

- 22 1. Notify the student's counselor or school principal of the student's intent to pursue an  
23 Industry 4.0 diploma distinction;
- 24 2. Provide the student's counselor or school principal with documentation signed by the  
25 student's parent or legal guardian indicating that the student's parent or legal guardian is  
26 aware of the requirements for the parent's or legal guardian's student to obtain an Industry  
27 4.0 diploma distinction and consenting to the student's participation;
- 28 3. Register with a regional American Job Center or other career counseling or community  
29 partner approved by the student's school; and.
- 30 4. Enroll in at least one (1) work-based learning or dual enrollment course for the student's  
31 eleventh (11th) grade year.

32 B. Beginning in the student's eleventh (11th) grade year, a student pursuing an Industry 4.0  
33 diploma distinction shall meet, no less than once per month, with a career coach who has  
34 been approved to provide career coaching services by the student's school. The career  
35 coach must:

- 1 1. Be an American Job Center career coach, a career coach from a career counseling or  
2 community partner approved by the United States Department of Labor's regional office  
3 for the state of Tennessee, or a licensed school counselor or an educator who holds a work-  
4 based learning certificate provided by the Department of Education; and
- 5 2. Meet, no less than once per month during the school year, with students assigned to the  
6 career coach by the student's school principal to assist students in:
  - 7 i. Developing the personal attributes required for success in the workforce, which  
8 include, but are not limited to, time management, networking, communication,  
9 teamwork, creative thinking, and conflict resolution;
  - 10 ii. Applying for dual enrollment grants or other available financial aid opportunities,  
11 including, but not limited to, grants and scholarships administered by the Tennessee  
12 Student Assistance Corporation;
  - 13 iii. Identifying the best combination of dual enrollment, work-based learning, and  
14 internship opportunities available to the student; and
  - 15 iv. Preparing for standardized assessments such as the ACT.
- 16 C. Before the end of the student's eleventh (11th) grade year, a student pursuing an Industry  
17 4.0 diploma distinction shall enroll in work-based learning or dual enrollment courses for  
18 the student's twelfth (12th) grade year.
- 19 D. A student receiving an Industry 4.0 diploma distinction shall successfully complete all  
20 coursework required for graduation for their diploma type.
- 21 E. A student pursuing an Industry 4.0 diploma distinction may earn at least one (1) science  
22 credit and at least one (1) math credit through course substitutions approved by the State  
23 Board, including, but not limited to, dual enrollment and work-based learning courses that  
24 are aligned to a student's chosen career path. Work-based learning course substitutions may  
25 only fulfill a student's third (3rd) credit of science and/or fourth (4th) credit of math.  
26 Pursuant to State Board Rule 0520-01-03-.03, high schools shall accept dual enrollment  
27 courses as a substitution for an aligned graduation requirement course.
- 28 F. A student receiving an Industry 4.0 diploma distinction shall earn nine (9) credits of dual  
29 enrollment or work-based learning in grades nine (9) through twelve (12), which may be  
30 satisfied by the student's successful completion of dual enrollment coursework, work-  
31 based learning experiences, on-the-job training, or other mentorships or structured  
32 educational experiences that allow the student to apply the student's knowledge and skills  
33 in a work environment to develop an understanding of workplace expectations.

#### 34 **STUDENT LOAD**

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

## 1 EARLY GRADUATION

2 High school students shall be permitted to complete an early graduation program. Students  
3 intending to graduate early shall inform the school principal of this intent prior to the beginning of  
4 9<sup>th</sup> grade or as soon thereafter as the intent is known.

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

- 6 1. Earn required seventeen (17) credits;
- 7 2. Score on-track or mastered level for each required end-of-course exam;
- 8 3. Attain a cumulative GPA of at least 3.2 on a 4.0 scale;
- 9 4. Meet the ~~minimum ACT or SAT benchmark score~~; benchmark score of twenty-five (25)  
10 or higher on the mathematics portion of the ACT and twenty-five (25) or higher on the  
11 English portion of the ACT, or equivalent scores on the SAT;
- 12 5. Obtain a qualifying benchmark score on a world language proficiency assessment; and
- 13 6. Complete at least two (2) types of the following courses:
  - 14 a. AP;
  - 15 b. IB;
  - 16 c. Dual enrollment;
  - 17 d. Dual credit.

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### Legal References

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  
State Board of Education Rule 0520-01-03

# Germantown Municipal School District

Monitoring: <b>Review: Annually</b>	Descriptor Term: <b>Student Suicide Prevention</b>	Descriptor Code: <b>6.305</b>	Issued Date: <b>04/**/23</b>
		Rescinds: <b>6.305</b>	Issued: <b>08/15/16</b>

1 The Germantown **Municipal School District** Board of Education is committed to protecting the health  
2 and well-being of all students and understands that physical, behavioral, and emotional health are integral  
3 components of student achievement. Students are strongly encouraged to report if they, or a friend, are  
4 feeling suicidal or in need of help. ~~Students will be provided information regarding The National Suicide~~  
5 ~~Prevention Lifeline—1-800-273-8255 (TALK).~~

## 6 PREVENTION

7 All **GMSD District** employees shall attend **at least two (2) hours of** ~~either the annual~~ in-service training  
8 **annually** in suicide prevention. ~~or participate in other equivalent training approved by the Superintendent~~  
9 ~~or his designee.~~ **This training may be accomplished through self-review of suicide prevention materials**  
10 **provided by the GMSD Department of Student Services.** The training shall include, but not be limited  
11 to, identification of risk factors, warning signs, intervention and response procedures, referrals, and post-  
12 vention.

13 ~~The Superintendent or his designee shall identify a District suicide prevention coordinator responsible~~  
14 ~~for planning and coordinating the implementation of this Policy.~~ School Counselor(s) or ~~o~~ On-site School  
15 Social Worker/Counseling Intervention Specialist will act as a point of contact in each school for issues  
16 relating to suicide prevention and policy implementation. **Each School Principal shall ensure that the**  
17 **National Suicide Prevention Lifeline information – 988 – is conspicuously displayed in their respective**  
18 **schools.**

## 19 INTERVENTION

20 Any employee who has reason to believe that a student is at imminent risk of suicide shall report such  
21 belief to the School Principal or designee. Belief that a student is at imminent risk of suicide shall include,  
22 but not be limited to, the student verbalizing the desire to commit suicide, evidence of self-harm, or a  
23 student self-referrals.

24 Upon notification, the School Principal or designee shall ensure the student is placed under adult  
25 supervision. A direct referral will be made to the School Counselor or onsite District mental health  
26 professional (school social worker or counseling intervention specialist). Emergency medical services  
27 shall be contacted immediately if an in-school suicide attempt occurs. **In such event, t**he School  
28 Principal or designee shall contact the Superintendent or designee as soon as practicable.

29 Prior to contacting the student's parent/guardian, the School Principal/ designee or School Counselor  
30 shall determine if there could be further risk of harm resulting from parent/guardian notification. If

1 parent/guardian notification could result in further risk of harm or endanger the health or well-being of  
2 the student, then local law enforcement and the Department of Children's Services shall be contacted.

3 If appropriate, the School Principal/designee or School Counselor shall contact the student's  
4 parent/guardian and provide the following information:

- 5 1. Inform the parent/guardian that there is reason to believe the student is at imminent risk of  
6 suicide;
- 7 2. Assure the parent/guardian that the student is currently safe or inform the parent/guardian that  
8 emergency medical services were contacted;
- 9 3. Ask the parent/guardian whether he/she is aware of the student's mental state;
- 10 4. Ask the parent/guardian whether he/she wishes to obtain or has obtained mental health  
11 counseling for the student;
- 12 5. Provide the names of community mental health counseling resources if appropriate.

13 The School Principal/designee or School Counselor will seek parental permission to communicate with  
14 outside mental health care providers regarding a student. If the student is under the age of 18 and the  
15 parent/guardian refuses to seek appropriate assistance, the School Principal/designee or School  
16 Counselor shall contact the Department of Children's Services.

17 The School Principal/designee or School Counselor shall document the contact with the parent/guardian  
18 by recording:

- 19 1. The time and date of the contact;
- 20 2. The individual contacted;
- 21 3. The parent/guardian's response; and
- 22 4. Anticipated follow-up.

23 The School Principal/designee or School Counselor shall ensure the student is under adult supervision  
24 until a parent/guardian or other authorized individual accepts responsibility for the student's safety.

25 Prior to a student returning to school, the School Principal/designee or School Counselor or District  
26 mental health professional shall meet with the student's parent/guardian and (student if appropriate) to  
27 develop a re-entry plan.

28 ~~The parent/guardian shall provide documentation from a mental health care provider stating that the  
29 student has received care and is no longer a danger to themselves or others. The principal will identify  
30 an employee to periodically check in with the student to ensure the student's safety and address any  
31 problems with re-entry.~~

## 32 **POSTVENTION**

33 Immediately following a student suicide death, the Crisis Team shall meet and implement the Crisis  
34 Management plan. At a minimum, the Crisis Management plan shall address the following:

- 35 1. Verification of death;
- 36 2. Preparation of post-vention response to include support services;
- 37 3. Informing faculty and staff of a student death;

- 1 4. Informing students that a death has occurred;
- 2 5. Providing information on the resources available to students;

3 The Crisis Team shall work with teachers to identify the students most likely to be impacted by the death  
4 in order to provide additional assistance and counseling if needed. Additionally, staff and faculty will  
5 immediately review suicide warning signs and reporting requirements. The Superintendent or designee  
6 shall be responsible for all media inquiries.

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#### Legal References

T.C.A. § 49-6-1901, *et seq.*  
T.C.A. § 49-6-3004  
T.C.A. § 37-1-403

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#### Cross References

~~News Releases, News Conferences and Interview 1.503~~  
~~Crisis Management 3.203~~  
~~Student Discrimination, Harassment, Bullying, Cyber-  
bullying and Intimidation 6.304~~  
~~Promoting Student Welfare 6.400~~  
~~Student Wellness 6.411~~



## Germantown Municipal School District Budget Amendment

Fiscal Year: 2022-2023

Amendment # 21

GMSD Acct #	GMSD Acct	Original Budget	Approved Changes	Requested Changes	Amended Budget
142-71100-429	Instructional Supplies & Materials	-	10,473	41	10,514
142-72210-524	In-service/Staff Development	-	1,750	-	1,750
142-47146-300	Title III Revenues	-	12,223	41	12,264

**REASON FOR AMENDMENT:**

Title III English Learner additional allocation - Millington Schools will serve as fiscal agent.

**APPROVAL / DENIAL:**

\_\_\_\_\_ Budget revision is approved effective \_\_\_\_\_.

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_



## Germantown Municipal School District Budget Amendment

Fiscal Year: 2022-2023

Amendment # 22

GMSD Acct #	GMSD Acct	Original Budget	Approved Changes	Requested Changes	Amended Budget
141-72320-499	Communication Supplies & Materials	28,250	-	35,000	63,250
141-44110	Interest income	10,000	-	35,000	45,000

**REASON FOR AMENDMENT:**

GMSD Annual magazine costs

**APPROVAL / DENIAL:**

\_\_\_\_\_ Budget revision is approved effective \_\_\_\_\_.

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

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\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_



## Germantown Municipal School District Budget Amendment

Fiscal Year: 2022-2023

Amendment # 23

GMSD Acct #	GMSD Acct	Original Budget	Approved Changes	Requested Changes	Amended Budget
141-76100-799	Other Capital Outlay - Lighting Project	300,000	128,341	700,000	1,128,341
141-39000	Reserves	22,968,378	-	(700,000)	22,268,378

**REASON FOR AMENDMENT:**

HHS football and baseball fields lighting project

**APPROVAL / DENIAL:**

\_\_\_\_\_ Budget revision is approved effective \_\_\_\_\_.

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

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\_\_\_\_\_  
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\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_