

**GMSD Board Work Session**  
**July 27, 2023 4:00 PM**  
Board Room, GMSD Office

1. Revision of Policies - First Reading
2. Miscellaneous FY 23-24 Budget Amendment # 1
3. Board Attorney
4. Further Business

**Rationale for Revision of GMSD Policies 7.27.23 Board Work Session and Business Meeting**

*Revisions are recommended for the following.*

***First Reading – 7.27.23***

***Second Reading – August 2023 (Tentative – TBD)***

- 1) Revision Policy 1.400 - School Board Meetings – These changes are precipitated by changes in State law.
- 2) Revision Policy 3.202 - Emergency Planning – These changes are precipitated by changes in State law.
- 3) Revision Policy 3.205 – Security –These changes are precipitated by changes in State law.
- 4) NEW Policy 3.219 - USE OF UNMANNED AIRCRAFT SYSTEMS - DRONES – This is a new policy, which is precipitated by the advice of our insurance carrier.
- 5) Revision Policy 4.300 – Extracurricular Activities-These changes are precipitated by changes in State law.
- 6) Revision Policy 4.603 - Grades K-8 Promotion and Retention – These changes are precipitated by changes in State law.
- 7) Revision Policy 5.307 - Physical Assault Leave – These changes are precipitated by changes in State law.

- 8) Revision Policy 6.202 – Home Schools – These changes are precipitated by changes in State law.
  
- 9) Revision Policy 6.203 – School Admissions – These changes are precipitated by changes in State law.
  
- 10) Revision Policy 6.402 - Physical Examinations and Immunizations – These changes are precipitated by changes in State law.
  
- 11) Revision Policy 6.411 - Student Wellness – These changes are precipitated by changes in State law.
  
- 12) Revision Policy 6.418 - Student Health – These changes are precipitated by changes in State law.
  
- 13) Revision Policy 6.4001 - Student Surveys, Analyses, and Evaluations – These changes are precipitated by changes in State law.

# Germantown Municipal School District

Monitoring: <b>Review: Annually</b>	Descriptor Term: <b>School Board Meetings</b>	Descriptor Code: <b>1.400</b>	Issued Date: <b>07/**/23</b> <b>06/07/22</b> <b>10/26/15</b>
		Rescinds:	Issued:

1 The Board will transact all business at official meetings which may be either regular or special.

2 Every meeting of the Board, will be open to the public with the exception of:

- 3 1. Meetings with the Board Attorney to discuss pending or threatened litigation; and
- 4
- 5 2. Any meeting relating to school security, the district-wide school safety plans or the building-
- 6 level school safety plans; however, the Board shall not discuss or deliberate on any other
- 7 issues or subjects during such a meeting. Though closed to the public, reasonable notice shall
- 8 be provided to the general public prior to such a meeting.

9 Open meetings will be physically accessible to all students, employees, and interested citizens.  
10 Individuals with a disability may request an accommodation in order to fully participate as a member of  
11 the general public in School Board meetings. The Board will make every effort to reach a reasonable  
12 accommodation which will allow for participation in the School Board meeting. Such request should be  
13 made to the central office.

14 The Board may restrict the recording of Board meetings via camera, camcorder or other photographic  
15 equipment when such recording creates a threat to public safety and welfare or impedes the conducting  
16 of efficient and orderly public meetings.

17 The Superintendent shall arrange for all business meetings and work sessions of the Board to be  
18 videotaped and shall make the videos available for viewing on the District website.

## 19 **REGULAR MEETINGS**

20 The Germantown Board of Education shall hold regular monthly meetings at a determined time and  
21 place agreeable to the Members.

22 In instances when any regular meeting date falls on a legal holiday, the meeting shall be rescheduled  
23 by the Chair.

## 24 **SPECIAL MEETINGS**

25 The Board shall hold such special meetings as necessary to transact the business of the Board. Such  
26 meetings shall be called by the Chair whenever, in the Chair's judgment, the interests of the schools  
27 require it, or when requested to do so by a majority of the Board.

1 Only business related to the call of the meeting, and details related to agenda items shall be discussed  
2 or transacted by the Board at a special meeting.

### 3 **ELECTRONIC ATTENDANCE**

4 Absent Board Members may attend a regular or special meeting by electronic means if the Member is  
5 absent because of work, a family emergency, or the Member's military service. If a Board Member is  
6 absent due to military service, he/she may participate electronically as often as he/she is able to do so.  
7 However, a Board Member may not participate electronically more than two (2) times per year for  
8 absences due to work and/or family emergencies. **A Board Member may not participate electronically  
9 more than three (3) times per year for absences due to illness or being in a period of convalescence,  
10 inclement weather, or natural disaster.**

#### 11 *General Requirements*

12 The following requirements apply to all electronic attendance, regardless of the reason for the Member's  
13 absence:

- 14 1. A quorum of the Board must be physically present at the meeting in order for any Member to attend  
15 electronically.
- 16 2. Any Member wishing to participate electronically must do so using technology which allows  
17 the Chair to visually identify the Member.
- 18 3. The responsibility for the connection lies with the Member wishing to participate electronically.  
19 No more than three (3) attempts to connect shall be made, unless the Board chooses to make  
20 additional attempts.  
21  
22

#### 23 *Work Related Absence*

24 The following requirements apply to electronic attendance due to a work related absence:

- 25 1. The Board Member must be absent from the County due to work.
- 26 2. The Member wishing to participate must give the Chair and Superintendent at least five (5)  
27 days' notice prior to the meeting of the Member's desire to participate electronically.  
28

#### 29 ***Board Member Illness or Convalescence***

30 **The following requirement applies to electronic attendance due to Board Member illness or  
31 convalescence:**

32 **The Board Member must be ill or in a period of convalescence on the advice of a healthcare  
33 professional that the Member not appear in person.**

#### 34 ***Inclement Weather or Natural Disaster***

35 **The following requirement applies to electronic attendance due to inclement weather or natural disaster:**

1           The Districts schools are closed and the Board Member is unable to attend a Board meeting due  
2           to inclement weather or natural disaster.

3           *Family Emergency*

4           The following requirement applies to electronic attendance due to a family emergency:

5           The Member must be absent due to a family emergency that inhibits the Board Member from  
6           attending the Board meeting in person. The family members to whom this Policy applies are:  
7           ~~the hospitalization of the Member or the death or hospitalization of the~~ Member's spouse, father,  
8           mother, son, daughter, brother, sister, son-in-law, daughter-in-law, step-son, step-daughter, father-  
9           in-law, mother-in-law, brother-in-law, or sister-in-law.

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Legal References

T.C.A. § 8-44-102;

T.C.A. § 49-2-202

T.C.A. § 49-2-203

T.C.A. § 49-6-804

28 CFR § 36.201 ~~(a)~~

28 CFR § 36.202

~~Tenn. Atty. Gen. OP # 95-126~~

# Germantown Municipal School District

Monitoring:  <b>Review: Annually</b>	Descriptor Term:  <h2 style="text-align: center;">Emergency Planning</h2>	Descriptor Code: <b>3.202</b>	Issued Date: <b>07/**/23</b> <b>02/07/23</b> <b>06/07/22</b> <b>11/30/21</b> <b>05/07/18</b>
		Rescinds: <b>3.202</b>	Issued: <b>07/11/16</b>

1 The Superintendent shall be responsible for developing and acquiring Board approval of a  
 2 Comprehensive District-Wide School Safety Plan and Building-level School Safety Plan (hereinafter  
 3 “the Safety Plans”) regarding crisis intervention, emergency response, emergency management, and  
 4 cybersecurity. The Safety Plans shall include procedures for bomb threats, civil disturbances, armed  
 5 intruders, earthquakes, fires, tornadoes or other severe weather, medical emergencies, and cyber-attacks.

6 **FIRE AND SAFETY DRILLS**

7 Each GMSD Principal shall ensure that one fire drill requiring full evacuation is given every thirty (30)  
 8 school days, with two (2) fire drills occurring during the first thirty (30) full days of the school year.  
 9 Additionally, he/she shall ensure that four (4) fire safety educational announcements are conducted  
 10 throughout the year.

11 Each GMSD Principal shall ensure that three (3) additional safety drills are given during the school  
 12 year. Two of these drills will cover earthquakes. One drill may cover inclement weather, or other  
 13 emergency drills that do not require full evacuation. A record of all drills, including the time and date,  
 14 shall be kept in each school's office.

15 ~~**ARMED INTRUDER DRILLS**~~

16 Each GMSD Principal shall ensure that each school safety team conducts at least one (1) armed intruder  
 17 drill, incident command drill, and emergency safety bus drill, annually in coordination with local law  
 18 enforcement. The incident command drill and the emergency safety bus drill shall be conducted without  
 19 students present. A record of all fire and safety drills, including the time and date, shall be kept in each  
 20 school's office for a period of five (5) years.

21 **AED/CPR DRILLS**

22 The GMSD Coordinated school Health Specialist shall schedule an annual AED training for all school  
 23 personnel. The Principal for each GMSD school shall conduct an annual CPR drill and AED drill for  
 24 students and employees so that students and employees are aware of the steps that must be taken if an  
 25 event should occur that requires the use of CPR and/or an AED.

26 **REMOTE LEARNING DRILLS**

27 The District shall conduct a remote learning drill once per school year to ensure that schools, students,  
 28 and parents of students can easily transition from in-person learning to remote learning.

1 The drill must accurately reflect the District's Plan for transitioning students to remote learning in the  
2 event of disruption to school operations.

3 Students shall not be required or asked to transition exclusively to remote learning at any time during  
4 the remote learning drill.

5 The District shall address any issues that are identified during the remote learning drill.

## 6 **FIRE EXTINGUISHERS**

7 Each school's Plant Manager shall regularly check the quantity, locations, and conditions of fire  
8 extinguishers.

## 9 **MEDICAL EMERGENCIES/PANDEMIC**

10 In the event of medical emergencies, such as a pandemic outbreak, school officials shall cooperate and  
11 consult with the local and state health departments and other local emergency or healthcare providers  
12 in protecting students and the community from further infection.

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### Legal References

T.C.A. § 49-2-122

T.C.A. § 49-2-139

T.C.A. § 49-6-804

T.C.A. § 49-6-807

T.C.A. § 49-6-1208

T.C.A. § 68-102-137

T.C.A. § 68-140-404

# This is a New Policy

## Germantown Municipal School District

Monitoring: Review: Annually	Descriptor Term: <b>Use of Unmanned Aircraft Systems (Drones)</b>	Descriptor Code: 3.219	Issued Date: 07/**/23
		Rescinds:	Issued:

1 An unmanned aircraft system ("drone") is a powered, aerial vehicle that:

- 2 1. Does not carry a human operator and is operated without the possibility of direct human  
3 intervention from within or on the aircraft;
- 4 2. Uses aerodynamic forces to provide vehicle lift;
- 5 3. Can fly autonomously or be piloted remotely; and
- 6 4. Can be expendable or recoverable.

### 7 **APPROPRIATE USE**

8 Only District owned or District authorized drones may be operated on District property. The use of  
9 drones may be authorized only by the Superintendent/designee or school Principal. All drone use  
10 authorizations must be in writing.

11 Staff members, students, coaches, sponsors, or parent(s)/guardian(s) representing the District or any of  
12 its affiliated clubs shall operate all District owned or District authorized drones in accordance with all  
13 applicable Federal Aviation laws and regulations. This includes any certifications or authorizations that  
14 may be required from the Federal Aviation Administration based on the drone's intended use.

15 The following guidelines shall be adhered to when flying a drone on District property:

- 16 1. All drones operating on District property shall weigh no more than fifty-five (55) pounds;
- 17 2. Operators shall not operate a drone within five (5) miles of any airport without prior notification  
18 and confirmation from airport authorities;
- 19 3. Operators shall not operate a drone above an altitude of four-hundred (400) feet above ground  
20 level and remain clear of surrounding obstacles;
- 21 4. Operators shall maintain safe control and line of sight with the drone during all stages of  
22 operation;
- 23 5. Operators shall maintain a safe operating distance from crowds and ensure drone operations do  
24 not interfere with manned aircraft operations;
- 25 6. Data collected by a drone can only be used for educational, District, or safety/emergency  
26 purposes and may not be sold for profit;

1 7. Operators assume all risk of damage to property and bodily injuries that may occur due to unsafe  
2 operation of drones.

3 **INAPPROPRIATE USE**

4 Inappropriate use of drones includes, but is not limited to, the following:

5 1. Violating any local ordinances or state or federal law;

6 2. Taking pictures of property or persons without consent;

7 3. Violating safe operating protocols as defined in the drone user manual;

8 4. Failing to follow Board policy while using the drone; and

9 5. Harassing the District or any of its employees, visitors, or students, insulting, or attacking  
10 others.

11 **PENALTIES FOR INAPPROPRIATE USE**

12 Violations of this Policy may subject the drone operator to disciplinary action, up to and including,  
13 suspension and/or expulsion for students or suspension and/or termination for employees.

**Legal References**

T.C.A. § 39-13-609

T.C.A. § 39-13-903

T.C.A. § 39-14-405

FAA Modernization and Reform Act of 2012, 49

U.S.C.A. § 40101, *et seq.*

# Germantown Municipal School District

Monitoring: <b>Review: Annually</b>	Descriptor Term: <b>Extracurricular Activities</b>	Descriptor Code: <b>4.300</b>	Issued Date: <b>07/**/23</b> <b>04/19/22</b>
		Rescinds: <b>4.300</b>	Issued: <b>05/05/14</b>

1 The following guidelines shall be followed in administering school-sponsored extracurricular activities:

- 2 1. Each student activity must be under the guidance and direction of a certified staff member.
- 3
- 4 2. All extracurricular activities and clubs must have the approval of the Principal.
- 5
- 6 3. A student shall not be required to attend an extracurricular activity that is scheduled at a time
- 7 which conflicts with his/her religious practices.
- 8
- 9 4. Extracurricular activities during vacation periods shall be restricted to regularly scheduled
- 10 athletic programs and major events which cannot be scheduled otherwise.
- 11
- 12 5. A student on out-of-school suspension shall not be permitted to participate in extracurricular
- 13 activities.
- 14 6. Activities which restrict participation because of race, color, religion, sex, disabilities, or
- 15 national origin are strictly forbidden.

16 7. A list of all clubs and organizations available to students shall be displayed on each school's

17 website and in each school's Student Handbook. The list shall include:

- 18 a. The names of the clubs and organizations, including any abbreviations or acronyms;
- 19 b. The mission and purpose of the club or organization;
- 20 c. All financial requirements associated with membership in the club or organization.

21 No school shall allow a student under the age of 18 to become a member of a club or organization or

22 allow a student under the age of 18 to participate in any activity of a club or organization, unless the

23 student's parent or guardian first provides written, dated consent to the student's membership or

24 participation.

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## Legal References

T.C.A. § 49-6-1301  
20 U.S.C. § 1703

# Germantown Municipal School District

Monitoring: <b>Review: Annually</b>	Descriptor Term: <b>Grades K-8 Promotion and Retention</b>	Descriptor Code: <b>4.603</b>	Issued Date: <b>07/**/23</b> <b>08/30/22</b> <b>05/17/21</b>
		Rescinds: <b>4.603</b>	Issued: <b>04/22/19</b>

1 Beginning with the 2022-2023 school year, a student in the third grade shall not be promoted to the next  
2 grade level unless the student is determined to be proficient in English language arts (ELA) based on the  
3 student's achieving a performance level rating of "met expectations" or "exceeded expectations" on the  
4 ELA portion of the student's most recent Tennessee Comprehensive Assessment Program (TCAP) test.

## 5 **PROMOTION AND RETENTION**

- 6 1. Promotion to the next grade level shall be based on the successful completion of required  
7 academic work or demonstration of satisfactory progress in each of the relevant academic areas.
- 8 2. Schools shall identify students who demonstrate difficulty in achieving the requirements for  
9 promotion to the next grade level and therefore may be at risk for retention by February 1.  
10 Schools shall notify the parent or guardian of any student who is identified as at risk for retention  
11 within fifteen (15) calendar days of identification.
- 12 3. Factors used to identify students who are at risk for retention shall, at a minimum, include:
  - 13 (a) The student's ability to perform at the expectations of the current grade-level standards;
  - 14 (b) The results of local assessments, screening, or monitoring tools;
  - 15 (c) State assessments, as applicable;
  - 16 (d) Home Literacy Reports provided in accordance with T.C.A. § 49-1-905;
  - 17 (e) The overall academic achievement of the student;
  - 18 (f) The student's likelihood of success with more difficult material if promoted to the next  
19 grade;
  - 20 (g) The student's attendance record; and
  - 21 (h) The student's maturity.
- 22 4. Schools shall develop and implement an individualized promotion plan for any student identified  
23 as at risk for retention to help the student avoid retention.
  - 24 (a) The individualized promotion plan shall be developed in coordination with the student's  
25 teachers, IEP or 504 team, if applicable, and may also include input from the student's

1 parents, school counselor, or other appropriate school personnel. All promotion plans  
2 shall include evidence-based promotion strategies and shall be tailored to the student's  
3 learning needs. Each promotion plan shall also include expectations and measurements  
4 that can be used to verify that a student has made sufficient progress to be promoted to  
5 the next grade level. Promotion plans for students in grades three (3) and four (4) shall  
6 include the additional requirements for promotion set forth in paragraph 5 of this Policy.

7 (b) A copy of a student's promotion plan shall be provided to his or her parent or legal  
8 guardian and the school shall offer to parents or legal guardians the opportunity for a  
9 parent-teacher conference to discuss the promotion plan.

10 (c) If a student is not making progress on his or her promotion plan, then the promotion  
11 strategies shall be modified to support the student in the goal of promotion to the next  
12 grade level. A student who demonstrates sufficient academic progress with the strategies  
13 included in his or her promotion plan during the school year shall be promoted to the next  
14 grade level unless retention is required as set forth in paragraph 5 of this Policy.

15 (d) If a student has not demonstrated sufficient academic progress as defined in his or her  
16 promotion plan by the end of the school year, the student shall be enrolled in a summer  
17 reading or learning program if such program is available. For a student in grade three (3)  
18 who is identified for retention in accordance with paragraph 5 of this Policy and attends  
19 a summer reading or learning program, the program must be conducted in accordance  
20 with T.C.A. § 49-6-3115 and § 49-6-1501, *et seq.*

21 (e) If the student was enrolled in a summer reading or learning program then a decision for  
22 retention shall be made and communicated to the parent or legal guardian in writing at  
23 least ten (10) calendar days prior to the start of the next school year, or, if the student was  
24 not enrolled in a summer reading or learning program, a decision for retention shall be  
25 made and communicated to the parent or legal guardian in writing at least thirty (30)  
26 calendar days prior to the start of the next school year. The notification to the student's  
27 parent or legal guardian of the retention decision shall be in writing and sent electronically  
28 and shall include information regarding the parent or legal guardian's right to appeal the  
29 retention decision in alignment with this Policy.

30 (f) Retention shall be considered only when it is in the best interests of the student, or if  
31 retention is required by paragraph 5 for students in grades three (3) and four (4).  
32 Retention decisions affecting a student receiving special education services shall be made  
33 in consultation with the student's Individualized Education Program (IEP) team and in  
34 accordance with the provisions of the IEP.

35 (g) If a retention decision has been made, then the school shall develop an individualized  
36 academic remediation plan for the retained student within thirty (30) calendar days after  
37 the beginning of the next school year. A copy of the academic remediation plan shall be  
38 provided to the student's parent or guardian within ten (10) calendar days of development  
39 of such plan.

- 1 1. The academic remediation plan shall be developed in coordination with the  
2 student's teachers, IEP or 504 team, if applicable, and may also include input from  
3 the student's parents, school counselor, or other appropriate school personnel.
- 4 2. The academic remediation plan shall be implemented to help the retained student  
5 attain and demonstrate learning proficiency and shall include at least one (1) of  
6 the following strategies:
  - 7 (i) Adjustment to the current instructional strategies or materials;
  - 8 (ii) Additional instructional time;
  - 9 (iii) Individual tutoring;
  - 10 (iv) Modification to the student's classroom assignment to ensure the student  
11 receives instruction from a teacher with a level of overall effectiveness of  
12 above expectations (level 4) or significantly above expectations (level 5);  
13 or
  - 14 (v) Attendance or truancy interventions.
- 15 (h) A student shall not be retained more than one (1) time in any given grade level.
- 16 (i) Retention shall not:
  - 17 1. Be used without an academic remediation plan;
  - 18 2. Be used as a punitive or disciplinary measure;
  - 19 3. Be based solely on English language proficiency, for students who are identified  
20 as English learners;
  - 21 4. Be based solely on the student's disability or suspected disability; or
  - 22 5. Be based solely on a student's maturity.
- 23 (j) The progress of a retained student shall be closely monitored and reported to the student's  
24 parent or legal guardian a minimum of three (3) times during the school year in which the  
25 student is retained.
- 26 5. A student in grade three (3) shall not be promoted to the next grade level unless the student is  
27 determined to be proficient in English language arts (ELA) based on the student's achieving a  
28 performance level rating of "met expectations" or "exceeded expectations" on the ELA portion  
29 of the student's most recent Tennessee Comprehensive Assessment Program (TCAP) test.
  - 30 (a) Exceptions:
    - 31 1. A student in grade three (3) who is not proficient in ELA, as determined by the  
32 student's achieving a performance level rating of "approaching expectations" on

1 the ELA portion of the student’s most recent TCAP test, may be promoted to the  
2 fourth (4<sup>th</sup>) grade if:

3 (i) The student is an English language learner and has received less than two  
4 (2) full school years of ELA instruction;

5 (ii) The student was previously retained in any of the grades kindergarten  
6 through three (K-3);

7 (iii) The student is retested in accordance with department guidelines before  
8 the beginning of the next school year and scores proficient in ELA;

9 (iv) The student attends a learning loss bridge camp before the beginning of  
10 the upcoming school year, maintains a ninety percent (90%) attendance  
11 rate at the camp, and the student’s performance on the post-test  
12 administered to the student at the end of the learning loss bridge camp, as  
13 required under T.C.A. § 49-6-1502(4)(F), demonstrates adequate growth,  
14 as defined in the State Board’s Promotion and Retention Policy 3.300; ~~or~~

15 (v) The student receives high-dosage, low-ratio tutoring for the entirety of the  
16 upcoming school year from a Tennessee accelerating literacy and learning  
17 corps (TALLC) tutor. For the purposes of this Policy, “high-dosage, low-  
18 ratio tutoring” means a minimum of two (2) thirty (30) minutes sessions  
19 per week with a one to three (1:3) teacher to student ratio. TALLC high-  
20 dosage, low-ratio tutoring may be provided through the following options,  
21 in accordance with T.C.A. § 49-6-1507:

22 a. A tutor recruited and trained through the Department’s TN ALL  
23 Corps grant program.

24 b. A district recruited tutor who has completed the TN ALL Corps  
25 training; and

26 (vi) The student demonstrates proficiency in ELA standards based on the  
27 student’s scoring within the fiftieth percentile on the most recently  
28 administered state-provided benchmark assessment, if the benchmark  
29 assessment is administered to the student in a test environment as  
30 determined by the Department, and GMSD agrees to provide tutoring  
31 services to the student for the entirety of the student’s fourth grade year  
32 based on tutoring requirements established by the Department. If a student  
33 is promoted to the fourth grade pursuant to this provision, then GMSD  
34 shall notify the student’s parent or guardian, in writing, of the benefits of  
35 enrolling their student in a learning loss bridge camp and encouraging the  
36 parent or guardian to do so; and

37 2. A student in grade (3) who is not proficient in ELA, as determined by the student’s  
38 achieving a performance level rating of “below expectations” on the ELA portion

1 of the student's most recent TCAP test, may be promoted to the fourth (4<sup>th</sup>) grade  
2 if:

3 (i) The student is an English language learner and has received less than two  
4 (2) years of ELA instruction;

5 (ii) The student was previously retained in any of the grades kindergarten  
6 through three (K-3);

7 (iii) The student retested in accordance with department guidelines before the  
8 beginning of the next school year and scores proficient in ELA; or

9 (iv) The student attends a learning loss bridge camp before the beginning of  
10 the upcoming school year and maintains a ninety (90%) percent  
11 attendance rate at the camp, and receives high-dosage, low-ratio tutoring  
12 for the entirety of the upcoming school year from a Tennessee accelerating  
13 literacy and learning corps (TALLC) tutor. For the purposes of this policy,  
14 "high-dosage, low-ratio tutoring" means a minimum of two (2) thirty (30)  
15 minute sessions per week with a one to three (1:3) teacher to student ratio.  
16 TALLC high-dosage, low-ratio tutoring may be provided through the  
17 following options:

18 a. A tutor recruited and trained through the department TN ALL  
19 Corps grant program.

20 b. District recruited tutor who has completed the department's TN  
21 ALL Corps training.

22 (b) Students who are absent from the learning loss bridge camp, as referenced in section  
23 5(a)1. and 5(a)2. above shall be permitted one excused absence, during the term of the  
24 learning loss bridge camp. Absences will be excused for the reasons set forth in GMSD  
25 Board Policy 6.200, Attendance and Truancy. In the event that the absence is excused, it  
26 must be made up on the day designated by the GMSD Department of Teaching, Learning,  
27 and Assessment. In order for the absence to be excused, within two (2) days of the  
28 absence, the parent must present a note to the student's learning loss bridge camp teacher  
29 verifying that the absence was due to one of the reasons set forth in the "excused absence"  
30 definitions set forth in GMSD Board Policy 6.200. If a note is not received within two  
31 (2) days of the absence, the absence will be deemed unexcused.

32 The make-up date for the excused absence will be announced to parents/guardians on the  
33 first day of the learning loss bridge camp. Students attending the designated make-up date  
34 shall take the required post-test on a date designated by the GMSD Department of  
35 Teaching, Learning, and Assessment, as directed by the Tennessee Department of  
36 Education. The date of the make-up post-test will be announced to parents/guardians on  
37 the first day of the learning loss bridge camp.

1 If the student does not maintain a 90% attendance rate at the learning loss bridge camp,  
2 or if the student misses a day due to an excused absence and does not make up the day on  
3 the designated make-up day and otherwise does not meet the requirements set forth above,  
4 the student may not take advantage of the exceptions to the mandatory retention  
5 provisions set forth in sections 5(a)1. and 5(a)2. above.

6 Parents of students attending the learning loss bridge camp shall be provided a copy of  
7 this policy upon their submission of camp registration.

8 (bc) A student who is promoted to the fourth grade pursuant to subdivision 5.(a)1.(v) or  
9 5.(a)2.(iv) must show adequate growth on the fourth (4<sup>th</sup>) grade ELA portion of the TCAP  
10 test as further defined in the Tennessee State Board of Education's Promotion and  
11 Retention Policy 3.300 before the student may be promoted to the fifth (5<sup>th</sup>) grade.

12 (ed) Notwithstanding paragraph (b) above, a student shall not be retained in the fourth (4<sup>th</sup>)  
13 grade more than once.

14 (ec) The requirements set forth in paragraph 5 (a)-(d) do not supersede GMSD's obligation to  
15 comply with the Individuals with Disabilities Act (20 U.S.C. § 1400, *et seq.*) or Section  
16 504 of the Rehabilitation Act (29 U.S.C. § 794).

17 (f) Beginning with the 2023-2024 school year, a student who is retained in any of the grades  
18 kindergarten through three (K-3) must be assigned a tutor to provide the student with  
19 tutoring services for the entirety of the upcoming school year based on tutoring  
20 requirements established by the Department.

21 (eg) A decision to retain a student for any reason, other than those set forth in paragraphs 1-5  
22 (b) of this Policy may be appealed to GMSD's Assistant Superintendent of Teaching,  
23 Learning and Assessment. The GMSD Assistant Superintendent of Teaching, Learning  
24 and Assessment may overturn the decision to retain for good cause shown, and due to  
25 extenuating circumstances, as is determined in the discretion of the GMSD Assistant  
26 Superintendent of Teaching, Learning and Assessment. The decision of the GMSD  
27 Assistant Superintendent of Teaching, Learning and Assessment shall be final. No  
28 retention decision based upon paragraphs 1-5 (b) of this Policy may be appealed to  
29 GMSD's Assistant Superintendent of Teaching, Learning and Assessment or to GMSD.

30 (fg) Parents or legal guardians of a student who is identified for retention in third grade  
31 pursuant to Paragraph 5(a) of this Policy may appeal the retention decision to the  
32 Tennessee Department of Education on forms provided on the Tennessee Department of  
33 Education website.

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Legal References

State Board of Education Policy 3.300  
State Board of Education Rule 0520-01-03-03  
T.C.A. § 49-6-3115  
~~20 USCA § 1400, et seq.~~

# Germantown Municipal School District

Monitoring: <b>Review: Annually</b>	Descriptor Term: <b>Physical Assault Leave</b>	Descriptor Code: <b>5.307</b>	Issued Date: <b>07/**/23</b> <b>05/23/22</b>
		Rescinds: <b>5.307</b>	Issued: <b>07/27/21</b>

1 A teacher who is absent from assigned duties as a result of personal injury caused by physical assault or  
2 other violent criminal acts committed in the course of the teacher's employment duties shall receive  
3 workers' compensation or comparable benefits without loss of accumulated or granted sick, personal, or  
4 professional leave.

5 The school system shall continue to pay the teacher's full benefits including, but not limited to health  
6 insurance benefits, until the earlier of the date on which the teacher is released by the teacher's physician  
7 to return to work or the date on which the teacher is determined by the teacher's physician to be  
8 permanently disabled from returning to work. "Full benefits," as used in this **Policy section** means the  
9 benefits the teacher was receiving from GMSD when the teacher was placed on leave due to the teacher's  
10 personal injury. ~~"Full benefits," as used herein does not include the teacher's full salary.~~ If a teacher  
11 receives benefits under a worker's compensation or similar type benefit during the time the teacher is on  
12 leave, GMSD must pay the difference between the teacher's full salary and the worker's compensation  
13 or similar type benefits received, but not to exceed one (1) year from the date the injury was incurred.

14 A signed statement listing the cause of the absence shall be provided by the employee on forms  
15 furnished by the GMSD Human Resources Department and shall promptly be given to the immediate  
16 supervisor in support of all claims. A certificate from the physician on forms furnished by the GMSD  
17 Human Resources Department may also be required to verify the extent of the injury.  
18

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## Legal References

T.C.A. § 49-5-714

State Board of Education Rule ~~FRR/MS~~ 0520-01-02-.04

# Germantown Municipal School District

Monitoring: <b>Review: Annually</b>	Descriptor Term: <b>Home Schools</b>	Descriptor Code: <b>6.202</b>	Issued Date: <b>07/**/23</b> <b>06/27/23</b> <b>08/24/21</b>
		Rescinds: <b>6.202</b>	Issued: <b>07/07/14</b>

1 A “home school” is a school conducted or directed by a parent or parents or legal guardian or guardians  
2 for their own children. Home schools, which teach K-12 where the parents are associated with an  
3 organization that conducts church-related schools (*as defined by § 49-50-801*) are exempt from the  
4 following provisions, but must follow procedures issued by the State Department of Education.

5 A parent wishing to conduct a home school shall meet the following requirements:

- 6 1. Provide annual notice to the director of school before the commencement of each school year of  
7 the intent to conduct a home school;
- 8 2. Submit to the Superintendent, the name, number, age, grade level of children involved, location  
9 of the school, curriculum to be offered, proposed hours of instruction, qualifications of the  
10 parent/teacher;
- 11 3. Maintain attendance records, subject to inspection of the local Superintendent;
- 12 4. Submit attendance records to the Superintendent at the end of each school year;
- 13 5. Provide instruction for at least four (4) hours per day for the same number of instructional days  
14 as are required by state law for public schools;
- 15 6. Possess a high school diploma or high school equivalency credential approved by the Tennessee  
16 State Board of Education;
- 17 7. Cooperate in the administration to home school students of appropriate tests by the  
18 Commissioner of Education, his/her designee or by a professional testing service in grades five  
19 (5), seven (7), and nine (9).
- 20 8. Take actions according to state law if home school student falls behind appropriate grade level;
- 21 ~~9. Submit proof to the Superintendent that the home school student has been vaccinated as required~~  
22 ~~by law;~~ 9. If the student participates in a GMSD sponsored interscholastic activity or event or a  
23 GMSD sponsored extracurricular activity, submit proof that the student received a health service  
24 or examination that is required for the student to participate in the activity or event by law.
- 25 10. Submit proof to the Superintendent that other health services and examinations as required by  
26 law have been received by the home school student; and

1 11. In the event of illness or inadequacy of the home school parent-teacher to teach a specific subject,  
2 employ a tutor having the same qualifications as required of parent/teacher.

3 If one or more of these requirements are not met, the Board authorizes the Superintendent to take formal  
4 action to bring the child into compliance with the compulsory attendance law (until the child has reached  
5 age 17), either in the home school or in a public, private or church-related school.

6 It shall be the policy of this Board that all students that wish to attend a school in the Germantown  
7 Municipal District, and are coming from a Home School or non-accredited public/private school, will  
8 complete a placement test. The Superintendent's designee will give the test and the student will be placed  
9 in the appropriate grade, depending on the results of the test.

10 The Superintendent, through the attendance supervisor, shall have the attendance records of the home  
11 school inspected at least two (2) times each school year in order to provide assistance in implementing  
12 the Compulsory Attendance Law.

13 If a home school student falls more than one (1) year behind his appropriate grade level in his/her  
14 comprehensive test score for two (2) consecutive tests, and if a certified teacher who would have taught  
15 the child at his/her grade level determines through appropriate means that the student is not learning  
16 disabled, the Superintendent shall require the parents to enroll the child in a public, private or church-  
17 related school.

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Legal References

T.C.A. § 49-6-3004  
T.C.A. § 49-6-3050  
T.C.A. § 49-6-5001  
T.C.A. § 49-50-801

# Germantown Municipal School District

Monitoring: <b>Review: Annually</b>	Descriptor Term:  <h2 style="text-align: center;">School Admissions</h2>	Descriptor Code: <b>6.203</b>	Issued Date: <b>07/**/23</b> <b>09/16/19</b>
		Rescinds: <b>6.203</b>	Issued: <b>05/05/14</b>

1 Any student entering school for the first time must present:

- 2 1. A birth certificate or officially acceptable evidence of date of birth at the time of registration;<sup>1</sup>
- 3
- 4 ~~2.~~ Evidence of a current medical examination by a doctor of medicine, osteopathic physician,
- 5 Physician Assistant, Certified Nurse Practitioner, or properly trained Public Health Nurse
- 6 (unless exceptions set forth in State law and GMSD’s Physical Examinations and
- 7 Immunizations Policy apply); and ~~2. There shall be a complete medical examination of every~~
- 8 ~~student entering school for the first time; and~~
- 9
- 10 3. Evidence of state-required immunizations (unless exceptions set forth in State law and
- 11 GMSD’s Physical Examinations and Immunizations Policy apply).<sup>3</sup>

12 The name used on the records of a student entering school must be the same as that shown on the birth  
 13 certificate unless evidence is presented that such name has been legally changed through a court as  
 14 prescribed by law. If the parent does not have or cannot obtain a birth certificate, then the name used  
 15 on the records of such student will be the same as that shown on documents which are acceptable to  
 16 the **GMSD Student Services Department** ~~school principal~~ as proof of date of birth.

17 A child whose care, custody and support have been assigned to a resident of the district by a power of  
 18 attorney or order of the court shall be enrolled in school provided appropriate documentation had been  
 19 filed with the district office.<sup>4</sup>

20 A student may transfer into the school system at any time during the year if his/her parent(s) or legal  
 21 guardian moves his/her residence into the school system.

22 If a student has at any time been adjudicated delinquent for any offense listed in T.C.A. § 49-6-3051(b),  
 23 the parents/guardians and a school administrator of any school having previously received similar notice  
 24 from the juvenile court or another source, shall provide to the school principal/designee, the abstract  
 25 provided under T.C.A. § 37-1-153 or T.C.A. § 37-1-154 or other similar written information when any  
 26 such student:

- 27 1) Initially enrolls in an LEA;
- 28
- 29 2) Resumes school attendance after suspension, expulsion or adjudication of delinquency; or
- 30
- 31 3) Changes ~~s~~ schools within this state.

1 Within five (5) days of the notification, the Principal/designee shall convene a meeting to develop a  
2 plan that sets out a list of goals to provide the child an opportunity to succeed in school, provide for  
3 school safety, a schedule for completion of the goals and the personnel who will be responsible for  
4 working with the student to complete the goals.

5 This information shall be shared only with school employees who have responsibility for classroom  
6 instruction of the student and the school counselor, social worker or psychologist who is developing a  
7 plan for the child while in the school, and the school resource officer and any other person allowed by  
8 law. Such information is otherwise confidential and shall not be released to others, and the written  
9 notification shall not become a part of the student's record.<sup>5</sup>

## 10 **RELOCATION OF MILITARY SERVICE MEMBER**<sup>6</sup>

11 A student who does not currently reside within the school district shall be allowed to enroll if he/she is  
12 a dependent child of a service member who is being relocated to Tennessee on military orders. To be  
13 eligible for enrollment, the student will need to provide documentation that he/she will be a resident of  
14 the school district on relocation.

15 Within **10 days** of enrollment, the parent(s)/guardian(s) of the student shall provide proof of residency  
16 within the school district.<sup>6</sup>

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### Legal References

T.C.A. § 37-1-131

T.C.A. § 49-6-3001(e)(6)

T.C.A. § 49-6-3008(b)

T.C.A. § 49-6-3051

T.C.A. § 49-6-3101

T.C.A. § 49-6-5001(e)

TRR/MS 0520-01-03-08(2)(a)

Public Acts of 2019, Chapter No. 138;

State Board of Education Policy 2.103

# Germantown Municipal School District

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Student Surveys, Analyses, and Evaluations</b>	Descriptor Code: <b>6.4001</b>	Issued Date: <b>07/**/23</b> <b>10/26/21</b>
		Rescinds: <b>6.4001</b>	Issued: <b>06/06/16</b>

1 Surveys, analyses, and evaluations for research purposes shall be allowed by the Board when the project  
2 is viewed as contributory to a greater understanding of the teaching-learning process, the project does  
3 not violate the goals of the Board, and the disruption of the regular school program is minimal. ~~The~~  
4 ~~director of schools shall develop administrative procedures for approving requests for conducting~~  
5 ~~surveys, analyses, or evaluations by agencies, organizations or individuals. The requests shall outline~~  
6 ~~what is to be done, who is to be involved and how the results will be used and distributed.~~<sup>1</sup>

7 Prior to the dissemination of a survey, analysis, or evaluation to students, parents/guardians shall be  
8 notified of their ability to review the materials. Such notification shall include information indicating the  
9 purpose of the survey, analysis, or evaluation as well as who will have access to the results. ~~Following~~  
10 ~~such notification and prior to the administration of the survey, analysis, or evaluation, parents/guardians~~  
11 ~~may opt their child out of participation.~~ No student may, without written and voluntary consent of the  
12 student's parent or legal guardian, or the student if the student is 18 years of age or older, participate in  
13 a survey, analysis, or evaluation. However, no written consent is required if the survey, analysis, or  
14 evaluation is related to classroom instruction of a curriculum and the survey, analysis, or evaluation is  
15 distributed to students as a method of effectiveness of an instructional curriculum. A student's parent or  
16 guardian or the student if the student is 18 years of age or older, may withdraw the written consent at  
17 any time before the student participates in the survey, analysis, or evaluation.

18 No student shall be required, as part of any program, to submit to a survey, analysis or evaluation that  
19 reveals information concerning:<sup>1,2</sup>

- 20 1. mental or psychological problems of the student or the student's family;
- 21
- 22 2. sexual behavior or attitudes;
- 23
- 24 3. illegal, anti-social, self-incriminating, or demeaning behavior;
- 25
- 26 4. critical appraisals of other individuals with whom respondents have close family relationships;
- 27
- 28 5. legally privileged relationships;
- 29
- 30 6. income; or
- 31
- 32 7. the collection of student biometric data involving the analysis of facial expressions, EEG brain  
33 wave patterns, skin conductance, galvanic skin response, heart-rate variability, pulse, blood  
34 volume, posture, and eye-tracking<sup>3</sup>

1 without the prior consent of the student (if the student is an adult or emancipated minor), or in the case  
2 of an unemancipated minor, without the prior written consent of the student's parent or guardian.

3 The collection of the following student data is strictly prohibited:<sup>4</sup>

- 4 1. political affiliation or voting history;
- 5
- 6 2. religious practices; and
- 7
- 8 3. firearm ownership.

## 9 **COLLECTING, DISCLOSING OR USING INFORMATION FOR MARKETING**<sup>5</sup>

10 In general, the district will not collect, disclose or use personal student information for the purpose of  
11 marketing or selling that information or otherwise providing that information to others for that purpose.  
12 If any collected information is to be marketed or sold, parents will be directly notified at least annually  
13 at the beginning of the school year of the specific or approximate dates when such information will be  
14 collected. Parents, upon request, may inspect any instrument used to collect personal information for  
15 the purpose of marketing or selling that information before the instrument is administered or  
16 distributed to the student. All parents and students of appropriate age may decline to provide the  
17 information requested.

18 This portion of the policy does not apply to the collection, disclosure or use of personal information  
19 collected from students for the exclusive purpose of developing, evaluating or providing educational  
20 products or services for or to students or educational institutions to the extent allowed by law, such as  
21 the following: <sup>4</sup>

- 22 1. College or other postsecondary education recruitment or military recruitment.
  - 23 a. Each local educational agency receiving assistance under the Every Student Succeeds  
24 Act shall provide, upon a request made by a military recruiter or an institution of higher  
25 education, access to the name, address, and telephone listing of each secondary school  
26 student served by the local educational agency, unless the parent has indicated to opt  
27 out during the registration process or written notification to the school.<sup>5</sup>
- 28
- 29 2. Book clubs, magazines and programs providing access to low-cost literary products.
- 30
- 31 3. Tests and assessments used by elementary schools and secondary schools to provide cognitive,  
32 evaluative, diagnostic, clinical, aptitude or achievement information about students (or to  
33 generate other statistically useful data for the purpose of securing such tests and assessments)  
34 and the subsequent analysis and public release of the aggregate data from such tests and  
35 assessments.
- 36

- 1 4. The sale by students of products or services to raise funds for school-related or education
- 2 related activities.
- 3
- 4 5. Student recognition programs.

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Legal References

T.C.A. § 49-1-705  
T.C.A. § 49-1-706  
T.C.A. § 49-2-211  
20 U.S.C.A. § 1232h  
~~20 USCA § 1232h(e)(1); 20 USCA § 1232h(e)(4)~~

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Cross References

~~Testing Programs 4.700~~

# Germantown Municipal School District

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term: <b>Physical Examinations and Immunizations</b>	Descriptor Code: <b>6.402</b>	Issued Date: <b>07/**/23 10/26/21</b>
		Rescinds: <b>6.402</b>	Revised: <b>08/24/21</b>

## 1 **PHYSICAL EXAMINATIONS<sup>1</sup>**

2 The District is concerned about the health and wellness of the entire student community. To this end,  
3 physical examinations, except as exempt by statute, shall be required of students **prior to 1.E** entering  
4 school for the first time<sup>2</sup> (applies to all schools, including Pre-K, for whom there is no health record);  
5 ~~or~~

6 ~~2. Participating in interscholastic athletics<sup>2</sup> (including any strenuous physical activity program~~  
7 ~~covered by TSSAA)~~

8 **The Principal shall insure that there is a complete physical examination of each student that participates**  
9 **as a member of any athletic team or extracurricular activity requiring strenuous physical activity, as**  
10 **required by law.**

11 Cost for the examination shall be borne by the parent or guardian of the student and a copy retained on  
12 file at the school.

## 13 Physical Examination Administered by the District<sup>3</sup>

14 The District will not conduct student physical examinations without parental consent. Parents have the  
15 right to opt their child out of non-emergency, invasive physical examination or screening that is (1) not  
16 required as a condition of attendance, administered by the school and scheduled by the school in advance;  
17 and (2) not necessary to protect the immediate health and safety of the student, or of other students.

18 An invasive physical examination does not include hearing, vision, blood pressure, height, weight, or  
19 scoliosis screening. Parents/guardians will be notified of dates and times when such screenings will be  
20 conducted and will receive written notification of any screening results indicating a condition that might  
21 interfere or tend to interfere with student's progress.

## 22 **IMMUNIZATIONS**

23 A. No students entering school, **with the exception of those students granted statutory exemption,**  
24 **including those entering pre-kindergarten, kindergarten, or first grade, will be permitted to enroll**  
25 **(or attend) without proof of immunization.**

26 B. It is the responsibility of all parents and guardians to have their children immunized and to  
27 **provide such proof to the principal of the school the student is to attend, unless a statutory**  
28 **exemption has been granted.<sup>4</sup>**

1 C. (1) Proof of immunizations shall be established by a Certificate of Immunization listing all  
 2 immunizations that a child has received. The certificates shall be signed by a physician or a health  
 3 care provider administering immunizations. All Certificates of Immunizations shall be on forms  
 4 furnished by the Tennessee Department of Health.

5 (2) However, if a student is a natural or adopted child or stepchild of a member of the Armed  
 6 Forces engaged in active military service of the United States or a member of the Tennessee  
 7 National Guard engaged in active military service for the United States, the following shall  
 8 satisfy the proof of immunization requirement. Notwithstanding Section (C)(1) above, out-of-  
 9 state immunization records evidencing a child's immunization are sufficient to permit a child to  
 10 attend GMSD schools provided that the parent of a child immunized in another state provides  
 11 GMSD and the Tennessee Department of Health with the child's out-of-state immunization  
 12 records.

13 For Exemptions, in absence of epidemic or immediate threat, parents or guardian shall file with school  
 14 authorities a signed, written statement that such measures conflict with his/her religious tenets or  
 15 practice;<sup>5</sup> or due to medical reasons if such child has a written statement from his/her doctor excusing  
 16 him/her from such immunizations, or evidence of the student's enrollment in a home school program.<sup>6</sup>

17 No child or youth determined to be homeless shall be denied admission to any school or school facility  
 18 if the child or youth has not been immunized or is unable to produce immunization records due to being  
 19 homeless. If the child or youth needs to obtain immunizations or medical records, the enrolling school  
 20 shall immediately refer the parent or guardian of the homeless child or youth to the Coordinated School  
 21 Health Specialist who shall assist in obtaining necessary immunizations or medical records.

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#### Legal References

20 USCA § 1232h(e)  
 TRR/MS State Board of Education Rule 0520-01-13-.01(1)(a)  
 Tennessee School Health Screening Guidelines,  
<https://www.tn.gov/content/dam/tn/education/esh/esh-school-health-screening-guidelines.pdf>; 20 USCA § 1232h(e)(2)(C)  
 T.C.A. § 49-6-3050  
 T.C.A. § 49-6-5001(a),(e)  
 TCA 49-6-5001(b)(2); Public Acts of 2021, Chapter No. 513  
 TCA 49-6-5001(e)(2)

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#### Cross References

Promoting Student Welfare 6.400



# Germantown Municipal School District

Monitoring: <b>Review: Annually</b>	Descriptor Term: <b>Student Wellness</b>	Descriptor Code: <b>6.411</b>	Issued Date: <b>07/**/23</b> <b>10/26/21</b> <b>12/09/19</b> <b>09/16/19</b> <b>08/21/17</b>
		Rescinds: <b>6.411</b>	Issued: <b>07/11/16</b>

1 The Board recognizes the link between student wellness and academic achievement. In order to provide  
2 an environment conducive to overall student wellness, this policy shall be followed by all schools in the  
3 District.<sup>1</sup> The board shall permit teachers, school health professionals, parents, administrators, and any  
4 interested citizens to participate in development of wellness polices.

## 5 **COMMITMENT TO COORDINATED SCHOOL HEALTH**

6 All schools shall implement the CDC's Coordinated School Health approach to managing new and  
7 existing wellness related programs and services in schools and the surrounding community based on  
8 State law and State Board of Education CSH standards and guidelines. The district's Coordinated School  
9 Health Coordinator shall be responsible for overseeing compliance with the State Board of Education  
10 CSH standards and guidelines in the school district. A parent or legal guardian who wishes to excuse  
11 the parent's or legal guardian's student from participating in a health screening provided as part of a  
12 coordinated school health program must submit a request in writing to the student's school nurse. This  
13 excuse from participating in health screenings shall be in effect unless and until the student's parent or  
14 legal guardian revokes the excuse.

## 15 **SCHOOL HEALTH ADVISORY COUNCIL<sup>2,3</sup>**

16 A school health advisory council shall be established to serve as a resource at school sites for  
17 implementing policies and programs and to develop an active working relationship with the community  
18 health council. The council shall consist of individuals representing the school and community, including  
19 parents, students, teachers, school administrators, health professionals, school food service  
20 representatives, and members of the public. The primary responsibilities of the council include but are  
21 not limited to:

- 22 1. Making recommendations regarding student physical activity and nutrition policies;
- 23 2. Ensuring that all schools within the district create and implement an action plan related to all  
24 School Health Index modules;
- 25 3. Ensuring that the results of the action plan are annually reported to the council; and
- 26 4. Ensuring that school level results include measures of progress on each indicator of the School  
27 Health Index.

28 The State Board of Education's Coordinated School Health and Physical Activity Policies shall be used  
29 as guidance by the Council to make recommendations. The board will consider recommendations of the  
30 Council in making policy changes or revisions.

1 Additionally, each school will have a Healthy School Team consisting of teachers, students, parents,  
2 community members, and administrators.<sup>2</sup> The Team will hold Healthy School Team meetings during  
3 the school year to assess needs and oversee planning and implementation of school health efforts. The  
4 Superintendent /designee will ensure compliance with school wellness policy, to include an assessment  
5 of the implementation of the wellness policy and the progress made in attaining policy goals. The  
6 assessment shall be posted on the GMSD website. ~~will be made available to the public.~~

## 7 SCHOOL HEALTH INDEX

8 All schools within the district shall annually administer a baseline assessment on each of the  
9 recommended School Health Index modules. Results shall be submitted to the School Health Advisory  
10 Council and reported to the State Department of Education.

## 11 NUTRITION GUIDLELINES

12 The nutrition guidelines for all food and beverages offered for sale to students are follows:

- 13 • Will be consistent with the meal pattern requirements and nutrition standards for competitive  
14 foods developed by USDA Smart Snacks in School nutrition standards.
- 15 • For other, non-sold foods and beverages made available on the school campus during the school  
16 day, each school Principal shall monitor all such foods and beverages to ensure that non-sold  
17 food and beverages comply as much as possible with USDA Smart Snack in School national  
18 standards. However, it shall be the responsibility of each school Principal to ensure that non-  
19 sold food and beverages that do not comply with the Smart Snacks guidelines are kept to a  
20 minimum.

## 21 COMMITMENT TO NUTRITION

22 All schools within the District shall participate in the USDA child nutrition programs, which may include  
23 but not be limited to, the National School Lunch Program, the School Breakfast Program, the Summer  
24 Food Service Program, and the After-School Snack Program.<sup>4,5,6</sup>

25 Meals shall be accessible to all students in a non-stigmatizing manner. Students will be given adequate  
26 time to enjoy healthy meals and relax in a pleasant environment. Good nutritional habits shall be  
27 encouraged. All food, including vending machines, fundraising items, and concessions during the school  
28 day, must meet guidelines set forth by the Healthy, Hunger-free Kids Act, 2010, Smart Snacks in  
29 Schools.<sup>4,5,6</sup> The school principal/designee shall be responsible for overseeing the school district's  
30 compliance with the State Board of Education Rules and Regulations for sale of food items in the school  
31 district.<sup>2,5,6</sup>

## 32 DISTRICT GOALS

33 The district will provide healthy nutrition through various activities, including nutrition related  
34 newsletters, informational links on the district website, healthy eating posters and bulletin boards in  
35 dining areas, and informational booths at various community functions. Nutrition education will be  
36 offered as a part of a standard based program designed to provide students with the knowledge and skills  
37 needed to promote optimum health as outlined in the State Board of Education Health Education and

1 Lifetime Wellness Standards. Nutrition education will discourage teachers from using high fat, sugar,  
2 and sodium foods as rewards and encourage student to start each day with a healthy breakfast.

### 3 **FOOD AND BEVERAGE MARKETING**

4 Only those foods and beverages that meet the nutritional standards 7 C.F.R. § 210.11 may be marketed  
5 on GMSD campuses. Marketing and advertising of food and beverages other than that sold on the school  
6 campus is prohibited

### 7 **COMMITMENT TO PHYSICAL ACTIVITY AND PHYSICAL EDUCATION<sup>7</sup>**

8 The board recognizes that physical activity is extremely important to the overall health of a child.

9 ~~Schools will provide students with certain periods of physical activity depending on grade level:~~

- 10 ~~• 130 minutes of physical activity each full school week for all elementary school students.~~
- 11 ~~Elementary schools must offer at least one period of physical activity that is at least 15 minutes~~
- 12 ~~each day.~~
- 13 ~~• 90 minutes of physical activity each full school week for middle and high school students.~~
- 14 ~~• Physical activity may be integrated into any areas of the school program~~
- 15 ~~• Physical activity shall not be employed as a form of discipline or punishment.~~

16 Physical Education classes shall be offered as part of a standards based program designed to provide  
17 developmentally appropriate, moderate to vigorous physical activity as an integral part of the class. All  
18 physical education classes shall comply with the State Board of Education's Physical Education  
19 standards.

### 20 **COMMITMENT TO CURRICULUM<sup>3</sup>**

21 All applicable courses of study should be based on Lifetime Wellness Curriculum Standards, the K-8  
22 Healthful Living Curriculum Standards, and the K-12 Physical Education Curriculum Standards.

### 23 **RECORD KEEPING COMPLIANCE**

24 The district's Coordinated School Health Supervisor shall ensure that records demonstrating  
25 stakeholder's involvement requirements are maintained. The Coordinated School Health Supervisor  
26 shall additionally document the school wellness policy and ensure triennial assessments are made  
27 available to the public.<sup>8</sup>

28 **This Policy shall be included in school handbooks.**

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**Legal References**

T.C.A. § 49-1-1002

T.C.A. § 49-6-1021

T.C.A. § 49-6-1022

T.C.A. § 49-6-2303

State Board of Education Policy 4.204

State Board of Education Policy 4.206

State Board of Education Rule ~~TRR/MS~~ 0520-01-06

42 USCA § 1758b

~~7 CFR § 210; 7 CFR § 220~~

7 CFR § 210.10

7 CFR § 210.20

7 CFR § 210.31(⊕)

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**Cross References**

~~Student Suicide Prevention 6.415~~

# Germantown Municipal School District

Monitoring: <b>Review: Annually, in October</b>	Descriptor Term: <b>Student Health</b>	Descriptor Code: <b>6.418</b>	Issued Date: <b>07/**/23</b> <b>11/30/21</b> <b>09/15/14</b>
		Rescinds:	Issued:

1 Students shall be provided access to comprehensive District preventive, early intervention, and health  
2 referral services to address potential health problems that may adversely affect their health status and  
3 learning potential. Site services shall be inclusive of (1) Vision and Hearing; (2) Body Mass Index  
4 (BMI) and Blood Pressure; and (3) Early Periodic Screening, Diagnosis, and Treatment (EPSDT).

## 5 **A. Healthcare Service**

6 Preventive and early intervention health services aimed at preventing and screening for health  
7 conditions shall be available to students of Germantown Municipal School District. Services shall be  
8 conducted by qualified healthcare providers contracted and/or working in collaboration with the  
9 district.

## 10 **Healthcare Monitoring**

11 Students entering grades Pre-K, K, 2, 4, 6, 8, Lifetime Wellness courses and students entering the  
12 District from another district will be asked to provide evidence of completion of EPSDT or preventive  
13 well-child screening. A parent or legal guardian who wishes to excuse the parent's or legal guardian's  
14 student from participating in a health screening provided as part of a coordinated school health  
15 program must submit a request in writing to the student's school nurse. Evidence of screening shall  
16 consist of a report from a qualified healthcare provider within the past 12 months. No student shall be  
17 excluded from school for failure to provide documentation of completion of or refusal to submit to an  
18 EPSDT screening. If evidence of a screening is not available, the District shall make provisions for a  
19 screening during the applicable school year upon request by the parent, guardian, or custodian.

## 20 **Health Referral Service**

21 The results of vision and hearing; BMI and blood Pressure; and EPSDT (including medical, dental, and  
22 mental/behavioral health) screening conducted by healthcare providers contracted and/or working in  
23 collaboration with GMSD shall be provided by the healthcare provider to parents. A referral to a  
24 follow-up evaluation with healthcare provider shall be provided to parents whose child's test results  
25 indicate a possible condition that may interfere or tend to interfere with the student's academic  
26 progress.

## 27 **Medical Conditions**

28 A statement from a healthcare provider should be provided by the parent in those cases in which the  
29 medical condition appears to warrant:

- 1
- 2 a. A modification in the standard curriculum or school related activities;
- 3 b. The need to supervise and/or administer medication during the school day; or
- 4 c. A special alert for school personnel regarding a possible requirement for emergency
- 5 first aid.

## 6 **B. Individualized Healthcare Plans**

7 When an Individualized Healthcare Plan (IHP) becomes necessary, it shall be written by the school  
8 nurse in response to student's medical condition and shall include:

- 9 1. A specific timeframe to review with the parent/guardian (at least once per school year);
- 10 2. The medical condition; health assessment; emergency plan; identified health needs; and
- 11 procedures/treatments required during school hours;
- 12 3. Relevant documents, such as physician's statement.

13 The IHP should be distributed only to school employees with a legitimate need to know.

14 When the student has a disability and has an IEP or 504 Plan, the IHP shall be a part of the IEP or 504  
15 Plan.

## 16 **C. Confidentiality**

17 An employee of Germantown Municipal School District shall safeguard student medical information  
18 from unauthorized disclosure except as permissible by law or as required function to perform his/her  
19 job responsibilities; and/or in a case where a student poses an imminent threat of harm to him/herself  
20 or others. An employee who misuses, alters, removes, or improperly uses confidential student  
21 medication information shall be subject to disciplinary action up to and including termination.

22 Volunteers whose volunteer activity may place them in a position where they may gain knowledge of  
23 student's healthcare information as well as other entities contracted by and/or working in collaboration  
24 with the District to provide healthcare services shall be held to the same professional standards as an  
25 employee of Germantown Municipal School District. Sanctions for breach of confidentiality may  
26 apply.

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### Legal Reference

T.C.A. § 49-1-1002

# Germantown Municipal School District

Monitoring: <b>Review: Annually</b>	Descriptor Term: <b>Emergency Planning</b>	Descriptor Code: <b>3.202</b>	Issued Date: <b>07/**/23</b> <b>02/07/23</b> <b>06/07/22</b> <b>11/30/21</b> <b>05/07/18</b>
		Rescinds: <b>3.202</b>	Issued: <b>07/11/16</b>

The Superintendent shall be responsible for ensuring that the school district has ~~developing and acquiring Board approval of~~ a Comprehensive District-Wide School Safety Plan and Building-level School Safety Plan (hereinafter “the Safety Plans”) regarding crisis intervention, emergency response, emergency management, and cybersecurity. The Safety Plans shall include procedures for bomb threats, civil disturbances, armed intruders, earthquakes, fires, tornadoes or other severe weather, medical emergencies, and cyber-attacks.

## **FIRE AND SAFETY DRILLS**

Each GMSD Principal shall ensure that one fire drill requiring full evacuation is given every thirty (30) school days, with two (2) fire drills occurring during the first thirty (30) full days of the school year. Additionally, he/she shall ensure that four (4) fire safety educational announcements are conducted throughout the year.

Each GMSD Principal shall ensure that three (3) additional safety drills are given during the school year. Two of these drills will cover earthquakes. One drill may cover inclement weather, or other emergency drills that do not require full evacuation. A record of all drills, including the time and date, shall be kept in each school's office.

## ~~**ARMED INTRUDER DRILLS**~~

Each GMSD Principal shall ensure that each school safety team conducts at least one (1) armed intruder drill, incident command drill, and emergency safety bus drill, annually in coordination with local law enforcement. The incident command drill and the emergency safety bus drill shall be conducted without students present. A record of all fire and safety drills, including the time and date, shall be kept in each school’s office for a period of five (5) years.

## **AED/CPR DRILLS**

The GMSD Coordinated school Health Specialist shall schedule an annual AED training for all school personnel. The Principal for each GMSD school shall conduct an annual CPR drill and AED drill for students and employees so that students and employees are aware of the steps that must be taken if an event should occur that requires the use of CPR and/or an AED.

## **REMOTE LEARNING DRILLS**

The District shall conduct a remote learning drill once per school year to ensure that schools, students, and parents of students can easily transition from in-person learning to remote learning.

The drill must accurately reflect the District's Plan for transitioning students to remote learning in the event of disruption to school operations.

Students shall not be required or asked to transition exclusively to remote learning at any time during the remote learning drill.

The District shall address any issues that are identified during the remote learning drill.

## **FIRE EXTINGUISHERS**

Each school's Plant Manager shall regularly check the quantity, locations, and conditions of fire extinguishers.

## **MEDICAL EMERGENCIES/PANDEMIC**

In the event of medical emergencies, such as a pandemic outbreak, school officials shall cooperate and consult with the local and state health departments and other local emergency or healthcare providers in protecting students and the community from further infection.

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### Legal References

T.C.A. § 49-2-122  
T.C.A. § 49-2-139  
T.C.A. § 49-6-804  
T.C.A. § 49-6-807  
T.C.A. § 49-6-1208  
T.C.A. § 68-102-137

T.C.A. § 68-140-404

# Germantown Municipal School District

Monitoring: <b>Review: Annually</b>	Descriptor Term: <b>Security</b>	Descriptor Code: <b>3.205</b>	Issued Date: <b>07/**/23</b> <b>05/05/14</b>
		Rescinds:	Issued:

1 *General*<sup>1</sup>

2 ~~The director of schools shall establish procedures to protect school property which shall include, but not~~  
3 ~~be limited to:~~

4 1. ~~Closing and securing teacher work areas when left unattended or at the end of the day;~~

5 2. ~~Denying students permission to use the classrooms, laboratories, gymnasiums, or other school~~  
6 ~~facilities or equipment without appropriate supervision;~~

7 3. ~~Controlling the issuance of keys; and~~

8 4. ~~Developing programs that contribute to the proper care and use of school facilities and~~  
9 ~~equipment.~~

10 ~~Equipment purchased with federal funds shall be managed as directed by federal and state law.<sup>1</sup>~~

11 ~~The principal shall call law enforcement officials in cases involving illegal entry, theft or vandalism.~~

12 ~~The principal shall notify the director of schools as soon as practical but no longer than 24 hours after a~~  
13 ~~case of vandalism, theft, building damage and/or illegal entry.~~

14 The Principal shall contact the Germantown Police Department in cases involving assault and battery or  
15 vandalism endangering life, health, or safety, illegal entry, theft or vandalism generally, on school  
16 property, immediately upon learning of such acts.

17 The Principal is not to report fights not involving weapons or not involving serious personal injuries to  
18 the Germantown Police Department (does not include SROs).

19 Every teacher observing or otherwise having knowledge of an assault and battery or vandalism  
20 endangering life, health, or safety, illegal entry, theft, or vandalism generally, on school property, shall  
21 report such acts to the Superintendent and the school Principal.

22 The Superintendent ~~director of schools~~, or his/her designee, is authorized to sign a criminal complaint  
23 and to press charges against perpetrators for vandalism of school property.

## 24 THREAT ASSESSMENT TEAM

25 The Superintendent shall be responsible for establishing a GMSD Threat Assessment Team. The  
26 purpose of the Threat Assessment Team shall be to develop comprehensive intervention-based

- 1 approaches to prevent violence, manage reports of potential threats, and create a system that fosters a  
2 safe, supportive, and effective school environment.
- 3 (a) The Threat Assessment Team must include GMSD personnel and a representative from the  
4 Germantown Police Department.
- 5 (b) The Threat Assessment Team shall:
- 6
- 7 (1) Obtain training from local law enforcement or mental health service providers on how to  
8 assess individuals exhibiting threatening or disruptive behavior and develop interventions for  
9 individuals exhibiting such behavior;
- 10 (2) Conduct threat assessments based on dangerous or threatening behavior of individuals in the  
11 school, home, or community setting;
- 12 (3) Provide guidance to students, faculty, staff, and others in GMSD on how to recognize,  
13 address, and report threatening or dangerous behavior;
- 14 (4) Establish procedures that outline the circumstances in which GMSD personnel are required  
15 to report threatening or dangerous behavior;
- 16 (5) Establish procedures for students, faculty, and community members to anonymously report  
17 threatening or dangerous behavior and specify to whom the behavior should be reported;
- 18 (6) Provide guidance and best practices for the intervention and prevention of violence;
- 19 (7) Establish procedures for the:
- 20 (A) Assessment of individuals exhibiting behavior that may present a threat to the health  
21 or safety of the individual or others;
- 22 (B) Development of appropriate means of intervention, diversion, and de-escalation of  
23 threats; and
- 24 (C) Development of appropriate courses of actions that should be taken in the event  
25 threatening or dangerous behavior is reported, including, but not limited to, referrals to  
26 community services or healthcare providers, notification of parents or guardians, if  
27 appropriate, or notification of law enforcement and emergency medical services;
- 28 (8) Refer individuals to support services;
- 29 (9) Provide post-incident assessments and evaluate the effectiveness and response of GMSD to  
30 incidents; and
- 31 (10) Coordinate with State agencies providing support services and technical assistance to local  
32 threat assessment teams.

1 (c) The Threat Assessment Team shall document all behaviors and incidents deemed to pose a risk to  
2 school safety or that result in intervention and shall provide the information to GMSD. All information  
3 shall be documented in accordance with the Family Educational Rights and Privacy Act (FERPA) (20  
4 U.S.C. 1232g), T.C.A. § 10-7-504, and all other relevant state and federal privacy laws. GMSD must  
5 consider the information when reviewing and developing a building-level school safety plan.

6 (d) The Threat Assessment Team shall report Threat Assessment Team activities to the Board and the  
7 Superintendent, the Tennessee Department of Safety, the Tennessee School Safety Center, and the  
8 members of the State-level Safety Team, as established by State law, on a regular basis. The report must  
9 include quantitative data on Threat Assessment Team activities, including post-incident assessments,  
10 and must provide information on the effectiveness of the team's response to incidents deemed to pose a  
11 risk to school safety. The report must comply with the FERPA, T.C.A. § 10-7-504, and all other relevant  
12 state and federal privacy laws.

13 (e) Documents produced or obtained by the Threat Assessment Team are not open for public inspection.  
14 Threat Assessment Team meetings do not constitute open meetings as defined by T.C.A. § 8-44-102.

### 15 **SCHOOL BUILDING ENTRANCES**

16 Each Principal shall ensure that their building-level school safety plan includes instructions regarding  
17 school building entrances, in an effort to prevent unauthorized entry into their school building while  
18 students are present during the school day, as well as when students are present outside of regular school  
19 hours for school-related purposes or activities.

20 The primary entrance of each school may be unlocked during a school-related event or activity if the  
21 door is continuously monitored by a school district employee who is physically present at the door to  
22 ensure access is limited to only authorized persons and to alert others if an unauthorized person enters,  
23 or attempts to enter, the school building.

24 State and local law enforcement are authorized to inspect exterior doors of school buildings. If law  
25 enforcement personnel discover that a door is unlocked, in violation of this Policy, local law enforcement  
26 must provide notice of same to the Superintendent. If the Superintendent receives such notice, the  
27 Superintendent shall direct the Principal of the school at which the violation occurred, to within forty-  
28 eight (48) hours of the Superintendent's receipt of the notification, notify the law enforcement agency,  
29 in writing, that the door was immediately locked and that the processes are in place to ensure that the  
30 door remains locked. Said notification shall also state whether the school has a full-time school resource  
31 officer. The Principal shall copy said notification to the Board Chair Person, the PTSA President of the  
32 school at which the violation occurred, the Tennessee Department of Safety, and the Tennessee  
33 Department of Education.

34 Any school employee that props open an exterior school door shall receive disciplinary action, up to and  
35 including termination.

### 36 **SCHOOL POLICING**

1 The Board may enter into a memorandum of understanding with the chief of a law enforcement agency  
 2 to provide school policing. Any memorandum of understanding shall address, at a minimum, the  
 3 following issues:<sup>2</sup>

- 4 1. Any School Resource Officer (SRO) assigned under a memorandum of understanding must be  
 5 in compliance with all laws, regulations and rules of the Peace Officer Standards and Training  
 6 Commission at the time of assignment and remain compliant throughout the tenure of his or her  
 7 assignment;
- 8
- 9 2. As a condition of assignment, any SRO must participate in forty (40) hours of basic training in  
 10 school policing within twelve (12) months of assignment. Every year thereafter, the SRO shall  
 11 participate in a minimum of sixteen (16) hours of training specific to school policing. All training  
 12 programs shall be approved by the Peace Officers Standards and Training Commission.
- 13 3. Any SRO assigned under the memorandum remains an employee of the law enforcement  
 14 agency, subject to that agency's direction, control, supervision and discipline.
- 15
- 16 4. No officer shall be assigned to a school, or continue in such an assignment, without the consent  
 17 of the **Superintendent/designee** ~~Director~~.
- 18
- 19 5. In the event that more than one SRO is assigned to a school system, the law enforcement  
 20 agency shall designate one of the SROs as the senior SRO, or such other, appropriate title. The  
 21 duties of the senior SRO, however designate, shall include, but not limited to, the following:
  - 22 a. To represent and carry out the policies of the law enforcement agency assigning the  
 23 SROs.
  - 24
  - 25 b. To supervise the SROs in the performance of their duties;
  - 26
  - 27 c. To consult with the **Superintendent/designee** ~~Director~~ regarding the best use of the  
 28 available resources for school policing; and
  - 29
  - 30 d. To resolve disputes between the SROs and students or faculty members.
  - 31
- 32 6. The memorandum may be effective for any length of time, including continuing until terminated  
 33 by the parties, and may contain any reasonable notice requirement for the termination of the  
 34 memorandum. However, the memorandum shall contain a provision allowing the  
 35 **Superintendent/designee** ~~Director~~ to suspend the active participation of the SROs in the event  
 36 that the **Superintendent/designee** ~~Director~~ believes that such suspension is best for the health,  
 37 safety and/or well-being of the students and/or faculty members.

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Legal References

2 CFR § 200.313  
**T.C.A. § 49-6-804**  
**T.C.A. § 49-6-807**  
**T.C.A. § 49-6-808**

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~~Cross-References~~

~~Visitors to the Schools - 1.501~~  
~~Care of School Property - 6.311~~

T.C.A. § 49-6-817  
T.C.A. § 49-6-2701  
T.C.A. § 49-6-4217  
T.C.A. § 49-6-4301

# Germantown Municipal School District

Monitoring: <b>Review: Annually</b>	Descriptor Term: <b>School Board Meetings</b>	Descriptor Code: <b>1.400</b>	Issued Date: <b>07/**/23</b> <b>06/07/22</b> <b>10/26/15</b>
		Rescinds:	Issued:

1 The Board will transact all business at official meetings which may be either regular or special.

2 Every meeting of the Board, will be open to the public with the exception of:

- 3 1. Meetings with the Board Attorney to discuss pending or threatened litigation; and
- 4
- 5 2. Any meeting relating to school security, the district-wide school safety plans or the building-
- 6 level school safety plans; however, the Board shall not discuss or deliberate on any other
- 7 issues or subjects during such a meeting. Though closed to the public, reasonable notice shall
- 8 be provided to the general public prior to such a meeting.

9 Open meetings will be physically accessible to all students, employees, and interested citizens.  
10 Individuals with a disability may request an accommodation in order to fully participate as a member of  
11 the general public in School Board meetings. The Board will make every effort to reach a reasonable  
12 accommodation which will allow for participation in the School Board meeting. Such request should be  
13 made to the central office.

14 The Board may restrict the recording of Board meetings via camera, camcorder or other photographic  
15 equipment when such recording creates a threat to public safety and welfare or impedes the conducting  
16 of efficient and orderly public meetings.

17 The Superintendent shall arrange for all business meetings and work sessions of the Board to be  
18 videotaped and shall make the videos available for viewing on the District website.

## 19 **REGULAR MEETINGS**

20 The Germantown Board of Education shall hold regular monthly meetings at a determined time and  
21 place agreeable to the Members.

22 In instances when any regular meeting date falls on a legal holiday, the meeting shall be rescheduled  
23 by the Chair.

## 24 **SPECIAL MEETINGS**

25 The Board shall hold such special meetings as necessary to transact the business of the Board. Such  
26 meetings shall be called by the Chair whenever, in the Chair's judgment, the interests of the schools  
27 require it, or when requested to do so by a majority of the Board.

1 Only business related to the call of the meeting, and details related to agenda items shall be discussed  
2 or transacted by the Board at a special meeting.

### 3 **ELECTRONIC ATTENDANCE**

4 Absent Board Members may attend a regular or special meeting by electronic means if the Member is  
5 absent because of work, a family emergency, or the Member's military service. If a Board Member is  
6 absent due to military service, he/she may participate electronically as often as he/she is able to do so.  
7 However, a Board Member may not participate electronically more than two (2) times per calendar year  
8 for absences due to work and/or family emergencies. A Board Member may not participate  
9 electronically more than three (3) times per calendar year for absences due to illness or being in a period  
10 of convalescence, inclement weather, or natural disaster.

#### 11 *General Requirements*

12 The following requirements apply to all electronic attendance, regardless of the reason for the Member's  
13 absence:

- 14 1. A quorum of the Board must be physically present at the meeting in order for any Member to attend  
15 electronically.
- 16 2. Any Member wishing to participate electronically must do so using technology which allows  
17 the Chair to visually identify the Member.
- 18 3. The responsibility for the connection lies with the Member wishing to participate electronically.  
19 No more than three (3) attempts to connect shall be made, unless the Board chooses to make  
20 additional attempts.  
21  
22

#### 23 *Work Related Absence*

24 The following requirements apply to electronic attendance due to a work related absence:

- 25 1. The Board Member must be absent from the County due to work.
- 26 2. The Member wishing to participate must give the Chair and Superintendent at least five (5)  
27 days' notice prior to the meeting of the Member's desire to participate electronically.  
28

#### 29 *Board Member Illness or Convalescence*

30 The following requirement applies to electronic attendance due to Board Member illness or  
31 convalescence:

32 The Board Member must be ill or in a period of convalescence on the advice of a healthcare  
33 professional that the Member not appear in person.

#### 34 *Inclement Weather or Natural Disaster*

35 The following requirement applies to electronic attendance due to inclement weather or natural disaster:

1           The Districts schools are closed and the Board Member is unable to attend a Board meeting due  
2           to inclement weather or natural disaster.

3           *Family Emergency*

4           The following requirement applies to electronic attendance due to a family emergency:

5           The Member must be absent due to a family emergency that inhibits the Board Member from  
6           attending the Board meeting in person. The family members to whom this Policy applies are:  
7           ~~the hospitalization of the Member or the death or hospitalization of the~~ Member's spouse, father,  
8           mother, son, daughter, brother, sister, son-in-law, daughter-in-law, step-son, step-daughter, father-  
9           in-law, mother-in-law, brother-in-law, or sister-in-law.

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Legal References

T.C.A. § 8-44-102;

T.C.A. § 49-2-202

T.C.A. § 49-2-203

T.C.A. § 49-6-804

28 CFR § 36.201 ~~(a)~~

28 CFR § 36.202

~~Tenn. Atty. Gen. OP # 95-126~~



## Germantown Municipal School District Budget Amendment

Fiscal Year: 2023 - 2024

Amendment # 1

GMSD Acct #	GMSD Acct	Original Budget	Approved Changes	Requested Changes	Amended Budget
141-72320-161	Salaries and Wages	115,824	-	7,538	123,362
142-72320-201	Social Security	26,959	-	467	27,426
141-72320-204	Retirement	37,309	-	649	37,958
141-72320-212	Medicare	6,305	-	109	6,414
141-72410-104	Salaries and Wages	923,011	-	12,448	935,459
142-72410-201	Social Security	204,876	-	772	205,648
141-72410-204	Retirement	284,361	-	848	285,209
141-72410-212	Medicare	47,915	-	181	48,096
141-46510	TISA Revenues	35,511,427	-	23,012	35,534,439

**REASON FOR AMENDMENT:**

Vacation pay out for executive secretary and for principal.

**APPROVAL / DENIAL:**

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

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
GMSD Board Chair Date

\_\_\_\_\_  
GMSD Superintendent Date