



## **Williamson County Board Policy Committee**

April 6, 2026 6:00 PM

Williamson County Administrative Complex Training Center, 1st Floor

Policy Chair - Jay Galbreath

Policy Committee - Drason Beasley, Donna Clements, Dennis Driggers, Margie Johnson and Melissa Wyatt

### **1. Agenda**

#### **2. Board Policies Second Reading**

- a. 1.203 New Board Member Orientation
- b. 6.300 Code of Conduct



POLICY REVIEW OR CREATION REQUEST

This form will be completed for all new policies and all recommendations for revisions to or deletions of policies of the Williamson County Board of Education. Attach any information which would be helpful to understand the proposed changes or actions.

Recommended by: Staff  General Counsel  Board Member

Donna Clements

Date Submitted to General Counsel: 2/20/2026

Recommendation: add , revise , or delete  the following Policy number(s) and title(s):

Policy 1.203 New School Board Orientation

Brief summary of the proposed addition or changes:

To create a policy that would provide structure to New School Board Orientations to ensure members will be informed and effective.

Brief justification of why additions or changes needed or required:

Districts across TN have this policy in place. This would ensure all new school board members are adequately oriented.

Staff analysis of the proposed addition or changes in terms of the following:

Legal implications; educational benefits; impact on the staff at the building level; impact on staff at the district level; immediate and future changes in numbers of assignments of personnel; immediate and future budgetary impact.

[Signature]  
Name of Individual Submitting Policy for Review

2/20/2026  
Date

# Williamson County Board of Education

Monitoring:  <b>Review: Annually, in September</b>	Descriptor Term:  <h2 style="text-align: center;">New Member Orientation</h2>	Descriptor Code: <h3 style="text-align: center;">1.203</h3>	Issued Date: Click here to enter a date.
		Rescinds:	Issued:

1 The Board considers board member development to be an ongoing process for all board members and a  
 2 vital responsibility for effective board membership.

3 It shall be the responsibility of the Superintendent of Schools to provide and review the following with  
 4 each new board member:

- 5       1. A copy of the Board’s *Policy Manual* which is available online;
- 6       2. ***The Family Educational Rights and Privacy Act (FERPA), the Tennessee Open Meetings Act,***  
 7       ***the Tennessee Public Records Act and*** applicable portions of the *Tennessee Code Annotated*  
 8       outlining the duties and responsibilities of the Board and the Superintendent;
- 9       3. Minutes of the board meetings for the previous year which are available online;
- 10      4. Other appropriate materials which will acquaint the new member with the operation of the school  
 11      system and board service;
- 12
- 13      5. A detailed review of the following policies of the Williamson County Board of Education:
  - 14              1.101 Role of Board of Education
  - 15              1.106 Code of Ethics
  - 16              1.107 School Board Norms
  - 17              1.202 Duties of School Board Members
  - 18              1.2021 Code of Conduct of School Board Members
  - 19              ***1.205 Board-Superintendent Relations***
  - 20              ***1.601 Administrative Procedures;***
  - 21
- 22      6. Organizational Chart for Williamson County Schools and overview of WCS’ departments and  
 23      department heads;
- 24
- 25      7. ***Overview of Parliamentary Procedure based on Robert’s Rules of Order;***
- 26

1        8. Policy Submission Cover Sheet; and

2

3        9. Annual Agenda.

4

5        An orientation for new school board member(s) shall be conducted no later than thirty (30) days after  
6        the board member(s) takes office. The orientation shall be conducted by the Chair of the Board and/or  
7        the Superintendent of Schools.

8



## POLICY REVIEW OR CREATION REQUEST

This form will be completed for all new policies and all recommendations for revisions to or deletions of policies of the Williamson County Board of Education. Attach any information which would be helpful to understand the proposed changes or actions.

Recommended by: Staff  General Counsel  Board Member  \_\_\_\_\_

Date Submitted to General Counsel: \_\_\_2/17/25\_\_\_\_\_

Recommendation: add , revise , or delete  the following Policy number(s) and title(s):

WCBOE Policy 6.300 Code of Conduct

### Brief summary of the proposed addition or changes:

During the February Board meeting, several board members requested to review update the code of conduct policy regarding skipping classes and leaving school property without permission.

### Staff analysis of the proposed addition or changes in terms of the following:

Legal implications; educational benefits; impact on the staff at the building level; impact on staff at the district level; immediate and future changes in numbers of assignments of personnel; immediate and future budgetary impact.

# Williamson County Board of Education

Monitoring: <b>Review: Annually, in March</b>	Descriptor Term: <b>Code of Conduct</b>	Descriptor Code: <b>6.300</b>	Issued Date: <b>09/18/23</b>
		Rescinds: <b>6.300</b>	Issued: <b>06/20/22</b>

1 The Superintendent of Schools shall develop specific codes of conduct which are appropriate for each  
2 level of school.<sup>1</sup> The development of each code shall involve administrators of each level and shall be  
3 consistent with the relevant policies as adopted by the Board.<sup>2</sup>

4 The following levels of misbehavior and options are standards designed to protect all members of the  
5 educational community in the exercise of their rights and duties and to maintain a safe learning  
6 environment where orderly learning is possible and encouraged.<sup>3</sup> These misbehaviors apply to student  
7 conduct on school buses, on school property, and while students are on school sponsored outings.

8 *In response to Level I and Level II misbehaviors, school administrators are encouraged, when*  
9 *appropriate, to implement school-level interventions, mediation, and/or a restorative conference in*  
10 *addition to the assigned disciplinary consequences. Any mediation or restorative conferences*  
11 *should be facilitated by school administrator/designee between the student who misbehaved and the*  
12 *student(s) or others who were harmed by the misbehavior.*

13 ~~In response to all levels of student misbehavior, school administrators are encouraged, when~~  
14 ~~appropriate, to implement a restorative student conference in addition to the assigned disciplinary~~  
15 ~~consequences. The conference should be facilitated by school administrator/designee and would be~~  
16 ~~between the student who misbehaved and the student(s) or others who were harmed by the~~  
17 ~~misbehavior.~~

## 18 MISBEHAVIORS: LEVEL I

19 This level includes minor misbehavior on the part of the student which impedes orderly classroom  
20 procedures or interferes with the orderly operation of the school, but which can usually be handled by  
21 an individual staff member.

22 *Examples (not an exclusive listing)*

- 23 • Classroom disturbances
- 24 • Classroom tardiness
- 25 • Cheating and lying
- 26 • Inappropriate language
- 27 • ~~Skipping class~~
- 28 • Misuse of technology
- 29 • Non-defiant failure to do assignments or carry out directions.
- 30 • Wearing, while on the grounds of a public school during the regular school day,
- 31 clothing that exposes underwear or body parts in an indecent manner that disrupts the
- 32 learning environment<sup>4</sup>.

1 *Disciplinary Options* (may include one or more of the following options)

- 2 • Verbal reprimand
- 3 • Restricting activities
- 4 • Counseling
- 5 • Withdrawal of privileges
- 6 • Detention
- 7 • In-school suspension
- 8 • ~~Mediation~~
- 9 • ~~School-level interventions~~

## 10 **MISBEHAVIORS: LEVEL II**

11 This level includes misbehavior whose frequency or seriousness tends to disrupt the learning climate of  
 12 the school. These misbehaviors do not represent a direct threat to the health and safety of others but  
 13 have educational consequences serious enough to require corrective action on the part of  
 14 administrators.

15 *Examples (not an exclusive listing)*

- 16 • Continuation of unmodified Level I behaviors
- 17 • School or class tardiness
- 18 • Using forged notes or excuses
- 19 • Disruptive classroom behavior
- 20 • Cheating and lying
- 21 • Possessing, smoking or using tobacco or tobacco-related products, including electronic/battery-  
 22 operated devices
- 23 • Inappropriate language
- 24 • Unexcused absences
- 25 • Making a false report
- 26 • Defiant failure to do assignments or carry out instructions.
- 27 • Skipping class
- 28 • *Leaving campus without permission from parent/guardian or school administrator*
- 29 • *Urging other students to engage in skipping class and/or leaving campus without*  
 30 *permission from parent/guardian or school administrator*
- 31

32 *Disciplinary Options* (shall include one or more of the following options)

- 33 • Behavior modification
- 34 • Friday or Saturday school (in middle and high schools)
- 35 • In-school suspension
- 36 • Detention
- 37 • Suspension from school-sponsored activities or from riding school bus
- 38 • Out-of-school suspension (not to exceed ten (10) days)
- 39 • ~~Mediation~~

- 1           • ~~School-level interventions~~
- 2

### 3 **MISBEHAVIORS: LEVEL III**

4 This level includes acts directly against persons or property but whose consequences do not seriously  
5 endanger the health or safety of others in the school.

6           *Examples (not an exclusive listing)*

- 7           • Continuation of unmodified Level I and II behaviors
- 8           • Fighting
- 9           • Vandalism (minor)
- 10          • Stealing
- 11          • Threats to others
- 12          • Making a false report
- 13          • Abusive language
- 14          • Victimization of any student (Harassment (Sexual, Racial, Ethnic, Religious), Bullying,  
15          Cyber-bullying, and/or Hazing)

16          Disciplinary Options (shall include one or more of the following options)

- 17          • In-school suspension
- 18          • Detention
- 19          • Restitution from loss, damage, or stolen property
- 20          • Out-of-school suspension (not to exceed ten (10) days)
- 21          • Alternative Learning Center

### 22 **MISBEHAVIORS: LEVEL IV**

23 This level of misbehavior includes acts which result in violence to another person or property, or  
24 which pose a threat to the safety of others in the school. These acts are so serious that they usually  
25 require administrative actions which result in the immediate removal of the student from the school  
26 and the intervention of law enforcement authorities.

27 If a student's action poses a threat to the safety of others in the school, a teacher, principal, school  
28 employee, or school bus driver may use reasonable force when necessary to prevent bodily harm or  
29 death to another person.<sup>5</sup>

30          *Examples (not an exclusive listing)*

- 31          • Continuation of unmodified Level I, II, and III behaviors
- 32          • Death threat (hit list)
- 33          • Extortion
- 34          • Bomb threat
- 35          • Possession/use/transfer of dangerous weapons\*

- 1           • Assault that results in bodily injury upon any teacher, principal, administrator, any other  
2 employee of the school, or a school resource officer\*
- 3           • Aggravated assault\*
- 4           • Vandalism
- 5           • Theft/possession/sale of stolen property
- 6           • Arson
- 7           • Possession of unauthorized substances or drugs (i.e., any controlled substance,  
8 marijuana, controlled substance analogue, alcohol, legend drug, or any other substance  
9 whose possession or use is regulated in any matter by any governmental authority)\*
- 10          • Use, transfer, handle, or be under the influence of unauthorized substances.
- 11          • Victimization of any student (Harassment (Sexual, Racial, Ethnic, Religious), Bullying,  
12 Cyber-bullying, and/or Hazing)
- 13          • Electronic threat to cause bodily injury or death to another student or school employee\*

14          Disciplinary Options (shall include one or more of the following options)

- 15               • Expulsion
- 16               • Alternative Learning Center

17          \* Zero tolerance offenses

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Legal References

1. TCA 49-6-4005
2. TCA 49-6-3024
3. TCA 49-6-4002
4. TCA 49-6-4109
5. TCA 49-6-4009

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Cross References

Student Discrimination, Harassment, Bullying,  
Cyber-bullying, and Intimidation 6.304  
Title IX & Sexual Harassment 6.3041  
Interference/Disruption of School Activities 6.306  
Bus Safety and Conduct 6.308  
Zero Tolerance Offenses 6.309  
Dress Code 6.310  
Corporal Punishment 6.314  
Detention 6.315  
Student Suspension/Expulsion 6.316  
Safe Relocation of Students 6.4081