

**GCSSD Board of Trustees Regular Meeting**  
**October 13, 2022 6:30 PM**  
Rutherford School Library

**Mission Statement:** "The Gibson County Special School District provides learning experiences through which every student will be well prepared for their life, education, and career."

**I. PLEDGE OF ALLEGIANCE**

**II. CALL TO ORDER**

**III. ROLL CALL**

**IV. CONSENT AGENDA**

IV.A. ALC Report

IV.B. Bullying/Harassment Report

IV.C. Finance Reports

IV.D. Juvenile Court Referrals

IV.E. Maintenance/Technology Reports

IV.F. Minutes Approval

IV.G. Overnight Field Trips

IV.H. Policy Revisions - Second Readings

**V. RECOGNITION**

**VI. PUBLIC COMMENT**

**VII. \*\*AMENDED AGENDA**

VII.A. Board Self-Assessment

VII.B. Bid Recap for Lift System

VII.C. GCHS Soccer Field Phase 1 Bids

VII.D. SGCHS Sports Complex Field Events

VII.E. 2022 Local Education Agency Compliance Report

VII.F. Policy Revisions

**VIII. DIRECTOR'S REPORT**

VIII.A. ESSER 3.0 Public Plan for Remaining Funds

VIII.B. Safe Return to In-Person Instruction Plan-Six Month Addendum

VIII.C. Surplus

VIII.D. TSBA Leadership Conference & Convention

- November 10-13, 2022 at Gaylord Opryland Resort and Convention Center in Nashville, TN

VIII.E.

**IX. ADJOURN**

**North GC current**

School	Grade	DHA Results	Reason for DHA	Date of DHA	Appeal Date	Notes	Time Complete
GCHS	9	Zero Tolerance	Smoking Marijuana in BR	5/4/2022	Dec, 2023		
GCHS	9	Zero Tolerance	Possession of MJ in BR	5/4/2022	Dec, 2023		
Yorkville	8	45 days ALC	possession of alcohol at school	8/25/2022			
GCHS	11	Time Served	Possible Theft	9/15/2022		Not enough evidence	
GCHS	10	40 Days ALC	Firecrackers at school	9/19/2022			

**South GC current**

School	Grade	DHA Results	Reason for DHA	Date of DHA	Appeal Date	Notes	Time Complete
SGCHS	10	Zero Tolerance	under influence	3/2/2022		90 day appeal clean drug screen	
SGCHS	9	ALC til Fall Break 23	Multiple Offenses	5/3/2022			
SGCHS	9	45 Days ALC	alcohol at ballgame	8/30/1933		Moved back to Florida	
SGCHS	10	Time Served	possession of alcohol at game	8/30/2022		Was not her bag	
SGCHS	12	Zero Tolerance	knife and alcohol at game	8/30/2022		3rd DHA	
SGCHS	11	31 days ALC	Multiple Offenses	8/16/2022			
SGCHS	9	4 days OSS	video incident in locker room	9/14/2022			
SGCHS	9	30 days ALC	Innapropriate Behavior locker room	9/14/2022		appealed to Mr. Pruett	
SGCHS	9	30 days ALC	Innapropriate Behavior locker room	9/14/2022		appealed to Mr. Pruett	Time Complete
SGCHS	9	30 days ALC	Innapropriate Behavior locker room	9/14/2022		appealed to Mr. Pruett	
SGCHS	9	30 days ALC	Innapropriate Behavior locker room	9/14/2022		appealed to Mr. Pruett	

**North GC for the year**

<b>School</b>	<b>Grade</b>	<b>DHA Results</b>	<b>Reason for DHA</b>	<b>Date of DHA</b>	<b>Appeal Date</b>	<b>Notes</b>	<b>Time Complete</b>
Yorkville	8	45 days ALC	possession of alcohol at school	8/25/2022			
GCHS	10	40 Days ALC	Firecrackers at school	9/19/2022			

**South GC for Year**

<b>School</b>	<b>Grade</b>	<b>DHA Results</b>	<b>Reason for DHA</b>	<b>Date of DHA</b>	<b>Appeal Date</b>	<b>Notes</b>	<b>Time Complete</b>
SGCHS	9	30 days ALC	Innapropriate Behavior locker room	9/14/2022		appealed to Mr. Pruett	
SGCHS	9	30 days ALC	Innapropriate Behavior locker room	9/14/2022		appealed to Mr. Pruett	<b>Time Complete</b>
SGCHS	9	30 days ALC	Innapropriate Behavior locker room	9/14/2022		appealed to Mr. Pruett	
SGCHS	9	30 days ALC	Innapropriate Behavior locker room	9/14/2022		appealed to Mr. Pruett	

# HARASSMENT/BULLYING REPORT

September 1, 2022 to September 30, 2022

**NOTE:** Totals YTD column represents the cumulative # of incidents' reported thus far.

	VERBAL INCIDENT	WRITTEN INCIDENT	TECHNOLOGY INCIDENT	PHYSICAL INCIDENT	TOTALS For Month	TOTALS YTD	Previous Year Total
<b>DYER</b>	1	0	0	0	1	1	0
<b>GCHS</b>	0	0	0	0	0	0	4
<b>KENTON</b>	0	0	0	0	0	0	0
<b>SGCES</b>	0	0	0	0	0	0	2
<b>SGCMS</b>	0	0	0	0	0	0	4
<b>RUTHERFORD</b>	0	0	0	0	0	0	2
<b>SGCHS</b>	1	0	0	0	1	1	2
<b>SPRING HILL</b>	0	0	0	0	0	0	0
<b>YORKVILLE</b>	0	0	0	0	0	0	0

VERBAL OR WRITTEN (classified as one of the following)

- Name calling
- Threatening
- Taunting/ridiculing
- Demeaning comments

TECHNOLOGY (classified as)

- Facebook Posting
- Instagram Pic
- Phone Texting
- Twitter Messages
- Snap Chat

PHYSICAL (classified as one of the following)

- Hitting/kicking/shoving/pushing
- Inappropriate touching
- Staring/Stalking
- Spitting

Gibson County Special Schools  
Bank Account Check Listing By Date

Run At: 10/10/2022 9:36 AM

Run By: Amy Santaniello

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Bank Account: Farmers And Merchants Bank (Fund 141 Vendor)

Account Number: 000000200379

GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
56544	9/1/2022	Alisha Owens	Vendor	Outstanding	\$362.12
56545	9/1/2022	Laura Hawks	Vendor	Outstanding	\$133.97
56546	9/6/2022	JOSEPH AGEE	Vendor	Outstanding	\$208.85
56547	9/6/2022	Alford's Tire Center	Vendor	Outstanding	\$58.95
56548	9/6/2022	Alicia Ladd	Vendor	Outstanding	\$463.91
56549	9/6/2022	Area Wide Communications	Vendor	Outstanding	\$322.00
56550	9/6/2022	At&t Wireless	Vendor	Outstanding	\$182.72
56551	9/6/2022	Christi Barnes	Vendor	Outstanding	\$150.00
56552	9/6/2022	Br Supply, Inc.	Vendor	Outstanding	\$2,745.70
56553	9/6/2022	Amy Burczak	Vendor	Outstanding	\$98.28
56554	9/6/2022	Carissa Burkett	Vendor	Outstanding	\$24.00
56555	9/6/2022	Cdw Government	Vendor	Outstanding	\$25,231.20
56556	9/6/2022	Cev Multimedia	Vendor	Outstanding	\$80.00
56557	9/6/2022	Chad Jackson	Vendor	Outstanding	\$157.37
56558	9/6/2022	City Lumber Company	Vendor	Outstanding	\$327.65
56559	9/6/2022	Colette Wilson	Vendor	Outstanding	\$181.35
56560	9/6/2022	Cindy Etheridge Davis	Vendor	Outstanding	\$402.48
56561	9/6/2022	Denise Coleman	Vendor	Outstanding	\$152.10
56562	9/6/2022	Ena Services Llc	Vendor	Outstanding	\$171.15
56563	9/6/2022	Ferguson Enterprises	Vendor	Outstanding	\$7.67
56564	9/6/2022	Food Rite	Vendor	Outstanding	\$21.53
56565	9/6/2022	Gibson Connect, LLC	Vendor	Outstanding	\$527.88
56566	9/6/2022	Gibson County Electric Membership	Vendor	Outstanding	\$960.80
56567	9/6/2022	Gibson County Federal Accounts	Vendor	Outstanding	\$12,610.58
56568	9/6/2022	Hickerson Automotive Group, Inc	Vendor	Outstanding	\$772.53
56569	9/6/2022	HOWARD COMPUTERS	Vendor	Outstanding	\$1,450.00
56570	9/6/2022	Jayna Watkins	Vendor	Outstanding	\$329.95

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Bank Account: Farmers And Merchants Bank (Fund 141 Vendor) Account Number: 000000200379  
 GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
56571	9/6/2022	Debra Keeton	Vendor	Outstanding	\$147.42
56572	9/6/2022	Kelly K. Samantha	Vendor	Outstanding	\$355.68
56573	9/6/2022	Kristin Hardin	Vendor	Outstanding	\$111.18
56574	9/6/2022	Lashlee-Rich, Inc	Vendor	Outstanding	\$41,154.00
56575	9/6/2022	Ezra F Leslie	Vendor	Outstanding	\$224.64
56576	9/6/2022	Michelle Goad	Vendor	Outstanding	\$362.70
56577	9/6/2022	Modern Telephone Systems	Vendor	Outstanding	\$280.00
56578	9/6/2022	Nathan Russell	Vendor	Outstanding	\$152.11
56579	9/6/2022	Pitney Bowes	Vendor	Outstanding	\$229.45
56580	9/6/2022	Pitney Bowes	Vendor	Outstanding	\$168.42
56581	9/6/2022	Amy Powell	Vendor	Outstanding	\$196.56
56582	9/6/2022	Rabow's Septic Service (James Cooper)	Vendor	Outstanding	\$900.00
56583	9/6/2022	Rachel Barber	Vendor	Outstanding	\$177.84
56584	9/6/2022	Lisa Roberts	Vendor	Outstanding	\$39.15
56585	9/6/2022	SECURITY BANK ESCROW	Vendor	Outstanding	\$2,166.00
56586	9/6/2022	Cynthia Smith	Vendor	Outstanding	\$93.60
56587	9/6/2022	Spring Hill School	Vendor	Outstanding	\$51.99
56588	9/6/2022	StaffEZ Facility Services	Vendor	Outstanding	\$86,664.65
56589	9/6/2022	Stellar Therapy Services	Vendor	Outstanding	\$872.35
56590	9/6/2022	Tammie Floersh	Vendor	Outstanding	\$20.00
56591	9/6/2022	Teresa Newell	Vendor	Outstanding	\$327.60
56592	9/6/2022	Terri Mcdaniel	Vendor	Outstanding	\$211.19
56593	9/6/2022	Terry Cunningham	Vendor	Outstanding	\$12.87
56594	9/6/2022	The Mirror Exchange	Vendor	Outstanding	\$218.25
56595	9/6/2022	The Tri City Reporter	Vendor	Outstanding	\$210.00
56596	9/6/2022	Timothy Trimble	Vendor	Outstanding	\$39.78
56597	9/6/2022	United States Post Office	Vendor	Outstanding	\$414.00
56598	9/6/2022	Victoria Abbott	Vendor	Void	\$102.96

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Number	Date	Description	Check Type	Status	
56599	9/6/2022	Victory 93.7 Wtkb Fm	Vendor	Outstanding	\$200.00
56600	9/6/2022	Waste Management	Vendor	Outstanding	\$2,936.01
56601	9/6/2022	Billy Windsor	Vendor	Outstanding	\$356.27
56602	9/6/2022	Workcare Resources Inc,	Vendor	Outstanding	\$315.00
56603	9/6/2022	Zoho Corp	Vendor	Outstanding	\$480.00
56604	9/7/2022	City Lumber Company	Vendor	Outstanding	\$5.09
56605	9/7/2022	Cooperative Financial Solutions	Vendor	Outstanding	\$9,789.37
56606	9/7/2022	Gibson County High School	Vendor	Outstanding	\$300.00
56607	9/7/2022	Lowe's Credit Services	Vendor	Outstanding	\$1,346.46
56608	9/7/2022	Medina Auto Farm Supply	Vendor	Outstanding	\$418.72
56609	9/7/2022	Milan Chamber of Commerce	Vendor	Outstanding	\$1,050.00
56610	9/7/2022	Renee Childs	Vendor	Outstanding	\$330.00
56611	9/7/2022	Trenton Special School District	Vendor	Outstanding	\$411.62
56612	9/7/2022	Tri-Turf Sod Farms, Inc.	Vendor	Outstanding	\$10,300.00
56613	9/8/2022	Mark Avery	Vendor	Outstanding	\$333.34
56614	9/8/2022	Brennan Lownsdale	Vendor	Outstanding	\$500.00
56615	9/8/2022	Damian Cox	Vendor	Outstanding	\$1,500.00
56616	9/8/2022	Environ Pest Services	Vendor	Outstanding	\$300.00
56617	9/8/2022	Savannah Fletcher	Vendor	Outstanding	\$166.66
56618	9/8/2022	Gibson County Court Clerk	Vendor	Outstanding	\$14.00
56619	9/8/2022	Kimatrius LynTre Jimmerson	Vendor	Void	\$333.34
56620	9/8/2022	Nikki McCallum	Vendor	Outstanding	\$1,333.34
56621	9/8/2022	Robert McGregor	Vendor	Outstanding	\$500.00
56622	9/8/2022	Modern Telephone Systems	Vendor	Outstanding	\$192.50
56623	9/8/2022	Colton Pickard	Vendor	Outstanding	\$333.34
56624	9/8/2022	Amy Powell	Vendor	Outstanding	\$333.34
56625	9/8/2022	Steven E Rich	Vendor	Outstanding	\$666.66
56626	9/8/2022	Spring Hill School	Vendor	Outstanding	\$78.78

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Number	Date	Description	Check Type	Status	
56627	9/12/2022	Ace Building Center	Vendor	Outstanding	\$2.95
56628	9/12/2022	Alexander,Thompson And Arnold	Vendor	Outstanding	\$11,000.00
56629	9/12/2022	Kelli Elliott Barnes	Vendor	Outstanding	\$1,550.00
56630	9/12/2022	Bsn Sports	Vendor	Outstanding	\$18.00
56631	9/12/2022	Cdw Government	Vendor	Outstanding	\$19,990.42
56632	9/12/2022	Dollar General Corporation	Vendor	Outstanding	\$33.56
56633	9/12/2022	Dyer School	Vendor	Outstanding	\$125.00
56634	9/12/2022	ETAيروس HVAC	Vendor	Outstanding	\$247.29
56635	9/12/2022	Food Rite	Vendor	Outstanding	\$60.00
56636	9/12/2022	Gibson County Bus Garage	Vendor	Outstanding	\$46,660.73
56637	9/12/2022	Gibson County High School/Foods Class	Vendor	Outstanding	\$240.00
56638	9/12/2022	Global Industrial	Vendor	Outstanding	\$2,090.89
56639	9/12/2022	Mccoy's Heating And Air, Inc.	Vendor	Outstanding	\$409.00
56640	9/12/2022	Medina Auto Farm Supply	Vendor	Outstanding	\$62.93
56641	9/12/2022	Nexair	Vendor	Outstanding	\$65.25
56642	9/12/2022	Bryan Poole	Vendor	Outstanding	\$3,250.00
56643	9/12/2022	TATE'S KWIK STOP	Vendor	Outstanding	\$130.00
56644	9/12/2022	Tennessee Book Company	Vendor	Outstanding	\$189.90
56645	9/12/2022	Megan Tomlin	Vendor	Outstanding	\$375.00
56646	9/12/2022	Toss	Vendor	Outstanding	\$2,575.00
56647	9/12/2022	UNITED REFRIGERATION, INC	Vendor	Outstanding	\$299.42
56648	9/12/2022	Victor's Landscaping	Vendor	Outstanding	\$6,500.00
56649	9/12/2022	Volunteer Technology Systems	Vendor	Outstanding	\$552.00
56650	9/12/2022	Richard Addo	Vendor	Outstanding	\$225.00
56651	9/12/2022	Bubba Cates	Vendor	Outstanding	\$225.00
56652	9/12/2022	Tanner Hensley	Vendor	Outstanding	\$225.00
56653	9/12/2022	BARON JIMMERSON	Vendor	Outstanding	\$200.00
56654	9/12/2022	Morris Painting And Repair	Vendor	Outstanding	\$29,829.18

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Account Number: 000000200379

GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
56655	9/12/2022	Craig Nakutis, Jr	Vendor	Outstanding	\$225.00
56656	9/12/2022	Jessica Stewart	Vendor	Outstanding	\$100.00
56657	9/13/2022	Alisha Bauman	Vendor	Outstanding	\$24.00
56658	9/13/2022	Amy M. Richardson	Vendor	Outstanding	\$109.40
56659	9/13/2022	Mashelle Brown	Vendor	Outstanding	\$39.15
56660	9/13/2022	Cherie Hickman	Vendor	Outstanding	\$94.19
56661	9/13/2022	Kimberly G. White	Vendor	Outstanding	\$133.38
56662	9/13/2022	Carlie Dotson Malone	Vendor	Outstanding	\$39.15
56663	9/13/2022	Mary Gay London	Vendor	Outstanding	\$67.28
56664	9/13/2022	Medina Auto Farm Supply	Vendor	Outstanding	\$32.98
56665	9/13/2022	Quill	Vendor	Outstanding	\$49.58
56666	9/13/2022	Wells Fargo Financial Leasing	Vendor	Outstanding	\$399.00
56667	9/13/2022	Workcare Resources Inc,	Vendor	Outstanding	\$210.00
56668	9/15/2022	Jessica Barker	Vendor	Outstanding	\$39.15
56669	9/15/2022	Tessa Buckingham	Vendor	Outstanding	\$835.38
56670	9/15/2022	Capital One	Vendor	Outstanding	\$49.18
56671	9/15/2022	Cdw Government	Vendor	Outstanding	\$2,030.54
56672	9/15/2022	Callie Craig	Vendor	Outstanding	\$70.20
56673	9/15/2022	Margaret Deloach	Vendor	Outstanding	\$70.20
56674	9/15/2022	Tennessee Tractor	Vendor	Outstanding	\$65.14
56675	9/16/2022	Cheri Draper	Vendor	Outstanding	\$81.88
56676	9/16/2022	Act	Vendor	Outstanding	\$11,544.00
56677	9/16/2022	Alisha Owens	Vendor	Outstanding	\$24.00
56678	9/16/2022	Alina Coffman	Vendor	Outstanding	\$274.84
56679	9/16/2022	Dyer School	Vendor	Outstanding	\$125.00
56680	9/16/2022	Greene Things Floral & Gift	Vendor	Outstanding	\$40.00
56681	9/16/2022	Kb's Auto Service Center	Vendor	Outstanding	\$61.00
56682	9/16/2022	Premier Family Medicine	Vendor	Outstanding	\$125.00

**Gibson County Special Schools**  
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Number	Date	Description	Check Type	Status	
56683	9/16/2022	Shawn Hampton	Vendor	Outstanding	\$24.00
56684	9/19/2022	Cindy Cross	Vendor	Outstanding	\$302.22
56685	9/20/2022	Capital One	Vendor	Outstanding	\$366.56
56686	9/20/2022	Franklin Marriott/Cool Springs	Vendor	Outstanding	\$358.56
56687	9/20/2022	Gibson County High School	Vendor	Outstanding	\$3,072.00
56688	9/20/2022	Anna Moore	Vendor	Outstanding	\$140.40
56689	9/20/2022	Quill	Vendor	Outstanding	\$156.73
56690	9/20/2022	Darlene Savord	Vendor	Outstanding	\$13.46
56691	9/20/2022	Tennessee Book Company	Vendor	Outstanding	\$412.60
56692	9/20/2022	The ATP Group	Vendor	Outstanding	\$130.00
56693	9/20/2022	Jennifer Turk	Vendor	Outstanding	\$50.00
56694	9/20/2022	Workcare Resources Inc,	Vendor	Outstanding	\$105.00
56695	9/20/2022	Yorkville Elementary School	Vendor	Outstanding	\$110.03
56696	9/22/2022	Cdw Government	Vendor	Outstanding	\$8,874.94
56697	9/22/2022	Kimatrius LynTre Jimmerson	Vendor	Outstanding	\$1,000.00
56698	9/22/2022	South Gibson County High Sch.	Vendor	Outstanding	\$6,622.50
56699	9/22/2022	StaffEZ Facility Services	Vendor	Outstanding	\$86,664.65
56700	9/22/2022	Steve Weiss Music	Vendor	Outstanding	\$1,659.00
56701	9/22/2022	Dustin Taylor	Vendor	Outstanding	\$64.15
56702	9/22/2022	Victoria Abbott	Vendor	Outstanding	\$102.96
56703	9/23/2022	Business Card	Vendor	Outstanding	\$2,879.70
56704	9/23/2022	Gibson County Federal Accounts	Vendor	Outstanding	\$9,432.71
56705	9/23/2022	SAMUEL HARWELL	Vendor	Outstanding	\$148.00
56706	9/23/2022	ERIN LANNOM KEMP	Vendor	Outstanding	\$48.00
56707	9/23/2022	Kim Newton	Vendor	Outstanding	\$179.04
56708	9/23/2022	Krista Grace	Vendor	Outstanding	\$247.67
56709	9/23/2022	DANIEL LOVELL	Vendor	Outstanding	\$152.13
56710	9/23/2022	Allyson Lynn	Vendor	Outstanding	\$173.19

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Number	Date	Description	Check Type	Status	
56711	9/23/2022	Micah Bell	Vendor	Outstanding	\$152.13
56712	9/23/2022	Renee Childs	Vendor	Outstanding	\$199.51
56713	9/23/2022	Tracy Abbott	Vendor	Outstanding	\$48.00
56714	9/23/2022	Anna Tramel	Vendor	Outstanding	\$48.00
56715	9/26/2022	Aflac	Vendor	Outstanding	\$367.44
56716	9/26/2022	Boston Mutual Whole Life	Vendor	Outstanding	\$195.02
56717	9/26/2022	General Sessions Court	Vendor	Outstanding	\$60.84
56718	9/26/2022	Gibson County Imagination Library	Vendor	Outstanding	\$120.00
56719	9/26/2022	Gibson Education Association	Vendor	Outstanding	\$1,047.12
56720	9/26/2022	MANHATTANLIFE ASSURANCE COMPANY OF AMERIC	Vendor	Outstanding	\$414.36
56721	9/26/2022	Nglic	Vendor	Outstanding	\$7.09
56722	9/26/2022	Pre-Paid Legal Services, Inc.	Vendor	Outstanding	\$189.35
56723	9/26/2022	Symetra National Life Insurance Company	Vendor	Outstanding	\$39.31
56724	9/26/2022	Tasc Pvr	Vendor	Outstanding	\$5,118.24
56725	9/26/2022	Tenn Child Support	Vendor	Outstanding	\$1,463.00
56726	9/26/2022	TRUSTMARK VOLUNTARY BENEFIT SOLUTIONS, INC	Vendor	Outstanding	\$2,220.82
56727	9/26/2022	Usable Life	Vendor	Void	\$10,516.50
56728	9/26/2022	TSACG	Vendor	Outstanding	\$12,580.00
56729	9/26/2022	Brennan Lownsdale	Vendor	Outstanding	\$500.00
56730	9/26/2022	Business Card	Vendor	Outstanding	\$1,065.85
56731	9/26/2022	Dollar General Corporation	Vendor	Outstanding	\$22.50
56732	9/26/2022	Ferguson Enterprises	Vendor	Outstanding	\$2,581.40
56733	9/26/2022	Hickerson Automotive Group, Inc	Vendor	Outstanding	\$31.04
56734	9/26/2022	J.C. Educational Supply	Vendor	Outstanding	\$45,358.00
56735	9/26/2022	Pam Jackson	Vendor	Outstanding	\$39.15
56736	9/26/2022	Stacy Petty	Vendor	Outstanding	\$39.15
56737	9/26/2022	Verizon Wireless	Vendor	Outstanding	\$601.06
56738	9/26/2022	BRENDA WYLIE	Vendor	Outstanding	\$39.15

**Gibson County Special Schools**  
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Bank Account: Farmers And Merchants Bank (Fund 141 Vendor) Account Number: 000000200379  
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Number	Date	Description	Check Type	Status	
56729	9/27/2022	Business Card	Vendor	Void	\$236.33
56730	9/27/2022	Capital One	Vendor	Void	\$23.38
56731	9/27/2022	Cdw Government	Vendor	Void	\$172.95
56732	9/27/2022	Sable Estes	Vendor	Void	\$39.15
56733	9/27/2022	ETAIROS HVAC	Vendor	Void	\$747.02
56734	9/27/2022	Gibson County Federal Accounts	Vendor	Void	\$33,679.32
56735	9/27/2022	Hi-Tech Printing	Vendor	Void	\$4,990.00
56736	9/27/2022	Marcia Stafford	Vendor	Void	\$39.15
56737	9/27/2022	Next Generation Underwriter, Inc.	Vendor	Void	\$50.00
56738	9/27/2022	April Parson	Vendor	Void	\$39.15
56739	9/27/2022	Business Card	Vendor	Outstanding	\$236.33
56739	9/27/2022	Rabow's Septic Service (James Cooper)	Vendor	Void	\$900.00
56740	9/27/2022	Signature Public Funding Corp	Vendor	Void	\$55,669.17
56740	9/27/2022	Capital One	Vendor	Outstanding	\$23.38
56741	9/27/2022	Cdw Government	Vendor	Outstanding	\$172.95
56741	9/27/2022	Stanford Electric	Vendor	Void	\$97.68
56742	9/27/2022	Sable Estes	Vendor	Outstanding	\$39.15
56742	9/27/2022	TeamViewer	Vendor	Void	\$2,346.00
56743	9/27/2022	ETAIROS HVAC	Vendor	Outstanding	\$747.02
56743	9/27/2022	Tn Dept Of Safety & Homeland Security	Vendor	Void	\$770.00
56744	9/27/2022	Gibson County Federal Accounts	Vendor	Outstanding	\$33,679.32
56744	9/27/2022	Townsend Door & Hardware	Vendor	Void	\$130.00
56745	9/27/2022	TSBA	Vendor	Void	\$60.00
56745	9/27/2022	Hi-Tech Printing	Vendor	Outstanding	\$4,990.00
56746	9/27/2022	Marcia Stafford	Vendor	Outstanding	\$39.15
56747	9/27/2022	Next Generation Underwriter, Inc.	Vendor	Outstanding	\$50.00
56748	9/27/2022	April Parson	Vendor	Outstanding	\$39.15
56749	9/27/2022	Rabow's Septic Service (James Cooper)	Vendor	Outstanding	\$900.00

**Gibson County Special Schools  
Bank Account Check Listing By Date**

**Run At:** 10/10/2022 9:36 AM

**Run By:** Amy Santaniello

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Bank Account: Farmers And Merchants Bank (Fund 141 Vendor)

Account Number: 000000200379

GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
56750	9/27/2022	Signature Public Funding Corp	Vendor	Outstanding	\$55,669.17
56751	9/27/2022	Stanford Electric	Vendor	Outstanding	\$97.68
56752	9/27/2022	TeamViewer	Vendor	Outstanding	\$2,346.00
56753	9/27/2022	Tn Dept Of Safety & Homeland Security	Vendor	Outstanding	\$770.00
56754	9/27/2022	Townsend Door & Hardware	Vendor	Outstanding	\$130.00
56755	9/27/2022	TSBA	Vendor	Outstanding	\$60.00
56756	9/28/2022	Life Investors	Vendor	Outstanding	\$477.45
56757	9/28/2022	Nglic	Vendor	Outstanding	\$2,098.19
56758	9/28/2022	Usable Life	Vendor	Outstanding	\$9,580.50
56759	9/28/2022	Usable Life	Vendor	Outstanding	\$936.00
56760	9/29/2022	At & T	Vendor	Outstanding	\$182.72
56761	9/29/2022	Burk's Beverage	Vendor	Outstanding	\$32.43
56762	9/29/2022	Business Card	Vendor	Outstanding	\$774.47
56763	9/29/2022	Caymee Services	Vendor	Outstanding	\$42.00
56764	9/29/2022	Chad Jackson	Vendor	Outstanding	\$295.98
56765	9/29/2022	David Brewer	Vendor	Outstanding	\$100.00
56766	9/29/2022	Eddie Pruett	Vendor	Outstanding	\$54.00
56767	9/29/2022	Ena Services Llc	Vendor	Outstanding	\$4,210.00
56768	9/29/2022	Joe Frizzell	Vendor	Outstanding	\$860.00
56769	9/29/2022	Lin Cates	Vendor	Outstanding	\$100.00
56770	9/29/2022	Master Medical Equipment	Vendor	Outstanding	\$2,931.00
56771	9/29/2022	Mccoy's Heating And Air, Inc.	Vendor	Outstanding	\$349.00
56772	9/29/2022	Michelle Goad	Vendor	Outstanding	\$407.75
56773	9/29/2022	Patricia Rickman	Vendor	Outstanding	\$1,458.80
56774	9/29/2022	Scarlett Spencer	Vendor	Outstanding	\$382.06
56775	9/29/2022	Skeeter Kell Sporting Goods	Vendor	Outstanding	\$2,798.00
56776	9/29/2022	Stanford Electric	Vendor	Outstanding	\$96.00
56777	9/29/2022	Tennessee Tractor	Vendor	Outstanding	\$79.75

**Gibson County Special Schools**  
**Bank Account Check Listing By Date**

**Run At:** 10/10/2022 9:36 AM  
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Bank Account: Farmers And Merchants Bank (Fund 141 Vendor)  
GL Account: 141- -11130

Account Number: 000000200379

Number	Date	Description	Check Type	Status	
56778	9/29/2022	Venita Conley	Vendor	Outstanding	\$9.36
56779	9/29/2022	Victor's Landscaping	Vendor	Outstanding	\$3,900.00
56780	9/29/2022	Workcare Resources Inc,	Vendor	Outstanding	\$140.00
56781	9/29/2022	Alisha Owens	Vendor	Outstanding	\$390.79
56782	9/29/2022	Business Card	Vendor	Outstanding	\$45.20
56783	9/29/2022	Eddie Pruett	Vendor	Outstanding	\$250.00
56784	9/29/2022	Stanford Electric	Vendor	Outstanding	\$39.60
56785	9/30/2022	Khadijah Alexander	Vendor	Outstanding	\$375.00
56786	9/30/2022	Mark Avery	Vendor	Outstanding	\$333.33
56787	9/30/2022	RACHEL BEARDEN	Vendor	Outstanding	\$147.42
56788	9/30/2022	Brennan Lownsdales	Vendor	Outstanding	\$1,000.00
56789	9/30/2022	Rachel Cianciolo	Vendor	Outstanding	\$750.00
56790	9/30/2022	Damian Cox	Vendor	Outstanding	\$1,500.00
56791	9/30/2022	Cindy Etheridge Davis	Vendor	Outstanding	\$283.73
56792	9/30/2022	Savannah Fletcher	Vendor	Outstanding	\$166.67
56793	9/30/2022	Scott Kahler	Vendor	Outstanding	\$500.00
56794	9/30/2022	Kimberly G. White	Vendor	Outstanding	\$351.00
56795	9/30/2022	Kristin Hardin	Vendor	Outstanding	\$394.37
56796	9/30/2022	Ezra F Leslie	Vendor	Outstanding	\$198.90
56797	9/30/2022	Nikki McCallum	Vendor	Outstanding	\$1,333.33
56798	9/30/2022	Robert McGregor	Vendor	Outstanding	\$500.00
56799	9/30/2022	Megan Barber	Vendor	Outstanding	\$49.73
56800	9/30/2022	Colton Pickard	Vendor	Outstanding	\$333.33
56801	9/30/2022	Amy Powell	Vendor	Outstanding	\$333.33
56802	9/30/2022	Steven E Rich	Vendor	Outstanding	\$666.67
56803	9/30/2022	Rory Hinson	Vendor	Outstanding	\$709.07
56804	9/30/2022	Rutherford Elementary School	Vendor	Outstanding	\$125.00
56805	9/30/2022	Scholastic Classroom Magazines	Vendor	Outstanding	\$121.00

Gibson County Special Schools  
Bank Account Check Listing By Date

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Bank Account: Farmers And Merchants Bank (Fund 141 Vendor) Account Number: 000000200379  
GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
56806	9/30/2022	Whitney Simpson	Vendor	Outstanding	\$52.00
56807	9/30/2022	Katie Tidwell	Vendor	Outstanding	\$208.96
56808	9/30/2022	Timothy Trimble	Vendor	Outstanding	\$109.98
56809	9/30/2022	Toni M. Patton	Vendor	Outstanding	\$184.86
56810	9/30/2022	Tracy Adams	Vendor	Outstanding	\$244.23
56811	9/30/2022	Wilda Record	Vendor	Outstanding	\$171.99
56812	9/30/2022	Billy Windsor	Vendor	Outstanding	\$339.31
56813	9/30/2022	Amy Burczak	Vendor	Outstanding	\$88.92
56814	9/30/2022	Business Card	Vendor	Outstanding	\$614.11
56815	9/30/2022	Carissa Burkett	Vendor	Outstanding	\$352.76
56816	9/30/2022	Gibson Connect, LLC	Vendor	Outstanding	\$5,057.38
56817	9/30/2022	Deborah Gooden	Vendor	Outstanding	\$88.92
56818	9/30/2022	Laura Hawks	Vendor	Outstanding	\$148.59
56819	9/30/2022	Jason Turner	Vendor	Outstanding	\$383.76
56820	9/30/2022	Jayna Watkins	Vendor	Outstanding	\$248.05
56821	9/30/2022	Kelly K. Samantha	Vendor	Outstanding	\$338.13
56822	9/30/2022	Veronica Minton	Vendor	Outstanding	\$322.94
56823	9/30/2022	Modern Telephone Systems	Vendor	Outstanding	\$378.00
56824	9/30/2022	Nexair	Vendor	Outstanding	\$173.10
56825	9/30/2022	Amy Powell	Vendor	Outstanding	\$168.48
56826	9/30/2022	Rachel Barber	Vendor	Outstanding	\$177.84
56827	9/30/2022	Cynthia Smith	Vendor	Outstanding	\$88.92
56828	9/30/2022	Terry Cunningham	Vendor	Outstanding	\$36.27
56829	9/30/2022	Victoria Abbott	Vendor	Outstanding	\$93.60
56829	9/30/2022	Victoria Abbott	Vendor	Void	\$93.60
56830	9/30/2022	Nathan Russell	Vendor	Outstanding	\$144.50

Gibson County Special Schools  
Bank Account Check Listing By Date

Run At: 10/10/2022 9:36 AM  
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Bank Account: Farmers And Merchants Bank (Fund 141 Vendor)  
GL Account: 141- -11130

Account Number: 000000200379

Number Date Description

Check Type

Status

Totals for Vendor

Number of Checks:	305
Total Checks:	\$824,988.07
Reconciled Checks:	\$0.00
Outstanding Checks:	\$713,952.37
Void Checks:	\$111,035.70

Gibson County Special Schools  
Bank Account Check Listing By Date

Run At: 10/10/2022 9:36 AM  
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Bank Account: Farmers And Merchants Bank (Fund 141 Vendor)      Account Number: 000000200379  
GL Account: 141- -11130

**Totals for 141- -11130**

<b>Number of Checks:</b>	305
<b>Total Checks:</b>	\$824,988.07
<b>Reconciled Checks:</b>	\$0.00
<b>Outstanding Checks:</b>	\$713,952.37
<b>Void Checks:</b>	\$111,035.70

Gibson County Special Schools  
Bank Account Check Listing By Date

Run At: 10/10/2022 9:36 AM  
Run By: Amy Santaniello  
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Bank Account: Farmers And Merchants Bank (Fund 141 Vendor)

Account Number: 000000200379

**Grand Totals**

Number of Checks:	305
Total Checks:	\$824,988.07
Reconciled Checks:	\$0.00
Outstanding Checks:	\$713,952.37
Void Checks:	\$111,035.70

Payment Date	Payment Number	Vendor	Status	Payment Amount
9/1/2022	7506	Veronica Minton	Paid	\$252.72
9/1/2022	7502	Carissa Burkett	Paid	\$260.33
9/1/2022	7507	Emily Pitt	Paid	\$181.94
9/1/2022	7510	Stericycle, Inc.	Paid	\$38.10
9/1/2022	7500	Carly Archie	Paid	\$234.00
9/1/2022	7501	RACHEL BEARDEN	Paid	\$347.49
9/1/2022	7505	Kaitlyn Hughes	Paid	\$78.39
9/1/2022	7511	TDCTE	Paid	\$100.00
9/1/2022	7509	JADA SIMS	Paid	\$91.26
9/1/2022	7504	Brianna Holland	Paid	\$57.92
9/1/2022	7512	West Tn Cte Directors	Paid	\$100.00
9/1/2022	7508	Megan Sanford	Paid	\$58.50
9/1/2022	7503	Ets	Paid	\$110.00

Payment Date	Payment Number	Vendor	Status	Payment Amount
9/6/2022	7514	Langmuir Systems	Paid	\$500.00

Payment Date	Payment Number	Vendor	Status	Payment Amount
9/8/2022	7517	Johnna Hill	Paid	\$109.02
9/8/2022	7527	YouScience	Paid	\$12,250.00
9/8/2022	7524	Tammie Floersh	Paid	\$429.41
9/8/2022	7526	Janie Walker	Paid	\$25.16
9/8/2022	7520	NREA	Paid	\$15,000.00
9/8/2022	7523	Samantha Litton	Paid	\$300.11
9/8/2022	7515	Amanda Callins	Paid	\$58.50
9/8/2022	7516	Gibson County School District/Gp Account	Paid	\$6,425.00
9/8/2022	7525	Trenton Special School District	Paid	\$433.53
9/8/2022	7519	Milan Special School District	Paid	\$2,720.00
9/8/2022	7522	Quill	Paid	\$89.06
9/8/2022	7518	Jessica Barker	Paid	\$86.58
9/8/2022	7521	Paige Garner	Paid	\$258.05

Payment Date	Payment Number	Vendor	Status	Payment Amount
9/21/2022	7531	Wells Fargo Financial Leasing	Paid	\$85.00
9/21/2022	7530	Milan Special School District	Voided	\$13,786.70
9/21/2022	7529	Amanda Bell	Paid	\$257.40
9/21/2022	7528	Alisha Bauman	Paid	\$462.15
9/21/2022	7532	WEST TN HEALTHCARE ECC TRAINING CENTER	Paid	\$10.00

Payment Date	Payment Number	Vendor	Status	Payment Amount
9/22/2022	7533	Trenton Special School District	Paid	\$13,786.70

Payment Date	Payment Number	Vendor	Status	Payment Amount
9/22/2022	7534	Business Card	Paid	\$496.19
9/22/2022	7535	Business Card	Paid	\$93.93
9/22/2022	7536	Business Card	Paid	\$193.01
9/22/2022	7537	Business Card	Paid	\$3,084.00
9/22/2022	7538	Business Card	Paid	\$63.71

Payment Date	Payment Number	Vendor	Status	Payment Amount
9/23/2022	7539	Business Card	Paid	\$412.01
9/23/2022	7540	Megan Sanford	Paid	\$84.83

Payment Date	Payment Number	Vendor	Status	Payment Amount
9/29/2022	7548	Janie Walker	Paid	\$21.06
9/29/2022	7546	Quill	Paid	\$632.12
9/29/2022	7544	Pcs	Paid	\$5,986.00
9/29/2022	7541	Capital One	Paid	\$156.31
9/29/2022	7545	Quill	Paid	\$18.85
9/29/2022	7543	Kaitlyn Hughes	Paid	\$90.09
9/29/2022	7542	Brianna Holland	Paid	\$57.92
9/29/2022	7547	JADA SIMS	Paid	\$58.50

Payment Date	Payment Number	Vendor	Status	Payment Amount
9/30/2022	7554	Gibson County School District/Gp Account	Paid	\$90,492.38
9/30/2022	7555	Gibson County School District/Gp Account	Paid	\$17,017.53
9/30/2022	7556	Gibson County School District/Gp Account	Paid	\$113,382.91
9/30/2022	7557	Gibson County School District/Gp Account	Paid	\$30,495.09
9/30/2022	7558	Gibson County School District/Gp Account	Paid	\$45,535.67
9/30/2022	7559	Gibson County School District/Gp Account	Paid	\$14,279.36
9/30/2022	7567	Stericycle, Inc.	Paid	\$38.10
9/30/2022	7560	Gibson County School District/Gp Account	Paid	\$18,154.17
9/30/2022	7561	Gibson County School District/Gp Account	Paid	\$113,382.91
9/30/2022	7562	Gibson County School District/Gp Account	Paid	\$40,577.35
9/30/2022	7563	Gibson County School District/Gp Account	Paid	\$286,448.05
9/30/2022	7564	Gibson County School District/Gp Account	Paid	\$38,432.44
9/30/2022	7565	Gibson County School District/Gp Account	Paid	\$43,228.33
9/30/2022	7549	Carly Archie	Paid	\$171.99
9/30/2022	7566	Emily Pitt	Paid	\$155.61
9/30/2022	7550	Gibson County School District/Gp Account	Paid	\$98,573.85
9/30/2022	7551	Gibson County School District/Gp Account	Paid	\$251,046.27
9/30/2022	7552	Gibson County School District/Gp Account	Paid	\$18,197.24
9/30/2022	7553	Gibson County School District/Gp Account	Paid	\$281.45

Payment Date	Payment Number	Vendor	Status	Payment Amount
9/30/2022	7568	Carly Archie	Paid	\$21.06

Payment Date	Payment Number	Vendor	Status	Payment Amount
9/30/2022	7569	Emily Pitt	Paid	\$59.09

141 General Purpose School		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
<b>Revenues</b>							
40125	Trustee's Collections - Bankruptcy	0.00	(19.31)	0.00%	0.00	(19.31)	0.00%
40130	Cir Clk/Clk & Master Collections-Pr Yr	50,000.00	(5,782.41)	11.56%	4,166.67	(2,947.25)	70.73%
40162	Payments In Lieu Of Taxes-Local	150,000.00	(2,474.13)	1.65%	12,500.00	(824.71)	6.60%
40210	Local Option Sales Tax	3,700,000.00	(754,739.48)	20.40%	308,333.33	(378,184.62)	122.65%
40350	Interstate Telecommunications Tax	20,000.00	(5,665.04)	28.33%	1,666.67	(2,089.70)	125.38%
40610	Current Property Tax	7,129,000.00	0.00	0.00%	594,083.33	0.00	0.00%
40620	Prior Year's Property Tax	150,000.00	(53,367.08)	35.58%	12,500.00	(38,568.26)	308.55%
40630	Interest And Penalty	20,000.00	(4,582.38)	22.91%	1,666.67	(3,469.66)	208.18%
41110	Marriage Licenses	900.00	(207.24)	23.03%	75.00	(93.05)	124.07%
43570	Receipts From Individual Schools	65,000.00	(33,533.03)	51.59%	5,416.67	(2,429.33)	44.85%
43990	Other Charges For Services	0.00	(8,878.64)	0.00%	0.00	(536.56)	0.00%
44110	Investment Income	20,000.00	(26,168.67)	130.84%	1,666.67	(8,911.70)	534.70%
46511	Basic Education Program	24,339,720.00	(4,866,000.00)	19.99%	2,028,310.00	(2,433,000.00)	119.95%
46515	Early Childhood Education	412,187.00	0.00	0.00%	34,348.92	0.00	0.00%
46590	Other State Education Funds	512,858.00	(55,323.41)	10.79%	42,738.17	(24,534.63)	57.41%
46610	Career Ladder Program	37,500.00	0.00	0.00%	3,125.00	0.00	0.00%
	<b>Total Revenues</b>	<b>36,607,165.00</b>	<b>(5,816,740.82)</b>	<b>15.89%</b>	<b>3,050,597.08</b>	<b>(2,895,608.78)</b>	<b>94.92%</b>
<b>Expenditures</b>							
71100	Regular Instruction Program	(15,750,484.71)	1,643,908.10	10.44%	(1,312,540.39)	1,209,652.19	92.16%
71200	Special Education Program	(2,260,809.64)	203,693.32	9.01%	(188,400.80)	188,084.93	99.83%
71300	Career and Technical Education	(1,225,453.29)	154,382.00	12.60%	(102,121.11)	87,806.40	85.98%
72110	Attendance	(77,994.50)	19,838.65	25.44%	(6,499.54)	6,348.86	97.68%
72120	Health Services	(570,743.48)	27,373.17	4.80%	(47,561.96)	8,050.15	16.93%
72130	Other Student Support	(1,175,957.03)	160,718.54	13.67%	(97,996.42)	69,050.04	70.46%
72210	Regular Instruction Program	(1,286,784.83)	218,311.65	16.97%	(107,232.07)	93,641.75	87.33%
72220	Special Education Program	(279,048.26)	152,912.41	54.80%	(23,254.02)	15,465.84	66.51%
72230	Career and Technical Education	(7,500.00)	3,500.00	46.67%	(625.00)	0.00	0.00%
72250	EDUCATION TECHNOLOGY	(751,081.11)	331,296.19	44.11%	(62,590.09)	29,271.66	46.77%
72310	Board Of Education	(508,672.00)	185,885.61	36.54%	(42,389.33)	5,952.24	14.04%
72320	Office Of The Superintendent	(269,690.75)	65,745.59	24.38%	(22,474.23)	20,599.99	91.66%
72410	Office Of The Principal	(2,094,660.05)	383,051.09	18.29%	(174,555.00)	167,536.71	95.98%
72510	Fiscal Services	(241,695.50)	74,221.17	30.71%	(20,141.29)	15,875.03	78.82%
72610	Operation Of Plant	(2,365,963.00)	980,396.42	41.44%	(197,163.58)	134,706.17	68.32%
72620	Maintenance Of Plant	(874,185.63)	293,318.69	33.55%	(72,848.80)	136,981.96	188.04%
72710	Transportation	(1,320,540.86)	273,067.61	20.68%	(110,045.07)	95,108.08	86.43%
73400	Early Childhood Education	(412,187.00)	34,993.94	8.49%	(34,348.92)	31,093.27	90.52%
76100	Regular Capital Outlay	(1,489,808.89)	341,519.62	22.92%	(124,150.74)	42,091.31	33.90%

Template Name: LGC DEFINED -  
 Created by: LGC

Gibson County Special Schools  
 Summary Financial Statement  
 September 2022

User:  
 Date/Time:

Terry Cunningham  
 10/12/2022 8:49 AM  
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141 General Purpose School		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
82130	Education	(3,210,533.00)	47,381.54	1.48%	(267,544.42)	0.00	0.00%
82230	Education	(1,390,323.00)	695,547.01	50.03%	(115,860.25)	687,259.38	593.18%
	<b>Total Expenditures</b>	<b>(37,564,116.53)</b>	<b>6,291,062.32</b>	<b>16.75%</b>	<b>(3,130,343.04)</b>	<b>3,044,575.96</b>	<b>97.26%</b>
<b>Total</b>	<b>141</b> General Purpose School	<b>(956,951.53)</b>	<b>474,321.50</b>	<b>49.57%</b>	<b>(79,745.96)</b>	<b>148,967.18</b>	<b>186.80%</b>



	A	B	C	D	E	F
1	<b>Monthly Work Order Recap</b>					
2	<b>Period: September 1 through September 30</b>					
3						
4			<i>Beginning of Month</i>	<i>New</i>	<i>Closed</i>	<i>End of Month</i>
5	<b>Technology</b>	<b>Assigned To:</b>	<b>Open Work Orders</b>	<b>Work Orders</b>	<b>Work Orders</b>	<b>Open Work Orders</b>
6		Jamie Barr	12	26	24	14
7		Shawn Hampton	7	33	36	4
8		Alisha Owens	10	37	41	6
9		Anthony Bogue	10	40	45	5
10						
11	<b>Grand Totals</b>		<b>39</b>	<b>136</b>	<b>146</b>	<b>29</b>
12						
13						
14			<i>Beginning of Month</i>	<i>New</i>	<i>Closed</i>	<i>End of Month</i>
15	<b>Maintenance</b>	<b>Assigned To:</b>	<b>Open Work Orders</b>	<b>Work Orders</b>	<b>Work Orders</b>	<b>Open Work Orders</b>
16		Charles Salles	25	32	31	26
17		Travis Hendrix	5	12	14	3
18		Mark Robinson	0	13	13	0
19		Caleb Black	1	28	29	0
20		Ted Bauman	1	20	19	2
21						
22	<b>Grand Totals</b>		<b>32</b>	<b>105</b>	<b>106</b>	<b>31</b>
23						
24						
25	<b>Notes:</b>					
26	1. <b>Assigned To:</b> The person who was assigned the work order.					
27	2. <b>Beginning of the Month Work Orders:</b> The number of work orders open for the Assigned To for time frame selected.					
28	3. <b>New Work Orders:</b> New work orders received by the Assigned To during the time frame selected.					
29	4. <b>Closed Work Orders:</b> Closed work orders closed by the Assigned To during the time frame selected.					
30	5. <b>End of Month Open Work Orders:</b> Work orders still open for the Assigned To for the time frame selected.					

**Gibson County Special School District**  
**Board of Trustees**  
**GCSSD Board of Trustees Regular Meeting**  
**Gibson County High School Library**  
**September 8, 2022**

**Members Present**

Mr. Scott Ball, Mr. Benny Boals, Mr. John Campbell II, Mr. Tom Lannom, Ms. Treva Maitland, Mr. Charles Scott, and Mr. Eddie Watkins.

**PLEDGE OF ALLEGIANCE**

Mr. Tom Lannom led the pledge of allegiance.

**CALL TO ORDER**

Mr. Tom Lannom called the meeting to order.

**ROLL CALL**

**CONSENT AGENDA**

A motion was made by Mr. Tom Lannom to approve the consent agenda, with a second by Mr. Benny Boals. *Motion passed.*

**ALC Report**

**Bullying/Harassment Report**

**Finance Reports**

**Juvenile Court Referrals**

**Maintenance/Technology Reports**

**Minutes Approval**

**Overnight Field Trips**

**RECOGNITION-New Employee Reception**

New employees were honored with a reception and introduced to the Board before the board meeting.

## **PUBLIC COMMENT**

Heidi Hutchinson, along with her niece, Brooklyn, expressed concerns that the state law on 3rd-grade retention would cause unnecessary stress. John Stafford also voiced his concerns about 3rd-grade retention, agreeing with Ms. Hutchinson. Mr. Stafford pressed the board not to consolidate the K-8th-grade schools due to class size.

## **REGULAR AGENDA**

### **Mr. Eddie Pruett's Contract**

Mr. Eddie Pruett presented his four-year contract as Director of Schools, which will be from July 1, 2022, to June 30, 2027. No change to the contract this year, except that his current base salary will increase by the same percentage increase as teachers for the 2022-2023 school year. A motion was made by Mr. Benny Boals to approve the continuation of Mr. Eddie Pruett's contract, with a second by Mr. John Campbell II. *Motion passed.*

### **Swearing-In of New Board Member**

Mr. Charles Scott, the Vice-Chairman, swore in Mr. Tom Lannom as a re-elected Board Member for the next four-year term. The meeting was turned back over to Mr. Tom Lannom.

### **Election of School Board Officers:**

#### **Chairman, Vice-Chairman, TLN Representative**

Mr. Benny Boals nominated Mr. Tom Lannom as Board Chairman, with a second by Ms. Treva Maitland. *Motion Passed.*

Mrs. Treva Maitland nominated Mr. Charles Scott as Vice-Chairman, with a second by Mr. John Campbell. *Motion Passed.*

Mr. Charles Scott nominated Ms. Treva Maitland as TLN Representative, with a second by Mr. Benny Boals. *Motion Passed.*

### **Director Evaluation Recap Results**

Mr. Eddie Pruett thanked the board for completing the evaluation and for the feedback. He scored the highest overall average in his eleven years with a 4.42.

### **Overall Average 21/22**

<b>Board Relationship</b>	4.51
<b>Community Relationship</b>	4.29
<b>Staff and Personnel Relationships</b>	4.34
<b>Educational Leadership</b>	4.43
<b>Business and finance</b>	4.50
<b>Total Average</b>	4.42

### **GCHS Soccer Field**

Mr. Terry Cunningham presented a proposal for a GCHS soccer field with a rough cost estimate. The board discussed location and parking alternatives.

A motion was made by Mr. Tom Lannom to approve the district to proceed with the GCHS soccer field, with a second by Mr. Scott Ball. *Motion passed.*

### **Update Board Member On-Line Profiles**

Mr. Eddie Pruett reminded the Board to update the information on the district website by sending information to Ms. Laura Hawks.

### **Policy Revisions**

Mr. Eddie Pruett recommended the deletion of an old Covid-19 policy, Policy # 5.3051 *FFCRA Leave*.

He also presented Policy # 1.407 *School District Records*, which updates the record keeper from Carol Cunningham to Laura Hawks;

Policy # 4.600 *Grading System*, which updates the grading scale;

Policy # 6.2011 *Voluntary Pre-K Attendance*, which updates the Pre-K supervisor from Deloris Wilson to Kristin Hardin.

Mr. Pruett recommends adopting Policy # 1.105 *Board of Trustees Legislative Involvement*, Policy # 1.104 *Memberships*, and Policy # 1.204 *Board Trustee Development Opportunities*. These three policies replace language from NSBA to reflect what TSBA currently does.

A motion was made by Mr. Tom Lannom to delete policy 5.3051 and approve revisions to other policies, with a second by Mr. Scott Ball. *Motion passed.*

### **Third-grade retention resolution**

Mr. Eddie Pruett presented the third-grade resolution that states the board's desire to modify the current law. This resolution allows for the ability of the district to partner with parents/teachers and use data throughout the year to make retention decisions based on what is best for the student rather than one summative test.

A motion was made by Mr. Charles Scott to approve the resolution, with a second by Ms. Treva Maitland. *Motion passed.*

### **North End School Consolidation**

Mrs. Heather Jones requested to speak to the board as a spokesperson for a group of teachers and parents in favor of the north end K-8th consolidation. Mrs. Jones introduced reasons that consolidation would benefit students, teachers, staff, and local communities in many different areas. Ms. Jones asked the board to consider a feasibility study. The board discussed the financial and community impact, along with the academic opportunities.

The board decided to discuss more in-depth options during their upcoming work session.

A motion was made by Mr. Tom Lannom to allow the district to look for companies to perform a feasibility study. *Motion failed.*

## **Director's Report**

### **Surplus**

Mr. Eddie Pruett presented a list of equipment to be approved for surplus from SGCMS.

A motion was made by Mr. Tom Lannom to approve surplus items from SGCMS, with a second by Mr. Eddie Watkins. *Motion passed.*

### **TSBA Fall District Meeting**

#### **September 13, 2022, at Paris Special from 4:30 pm to 7:45 pm.**

Mr. Eddie Pruett reminded the board of the TSBA Fall District Meeting on Tuesday, September 13, 2022, at Paris Special at 4:30 pm.

### **TSBA Board Chairman Seminar**

#### **October 7, 2022, TSBA Headquarters, Nashville TN from 8:00 am to 4:00 pm**

Mr. Eddie Pruett reminded Mr. Tom Lannom of the TSBA Board Chairman Seminar on October 7, 2022, at TSBA Headquarters in Nashville, TN.

### **ADJOURN**

Mr. Charles Scott made a motion to adjourn.

Date Received in the District Office 9/14/22  
Board Approval Date \_\_\_\_\_  
Over Night Trip  Yes  No

**FIELD TRIP REQUEST**  
**GIBSON COUNTY SPECIAL SCHOOL DISTRICT**

School SGCHS Date of Request 9/13/22  
Teacher Dodson Class HOSA  
Number of Students Involved 10 Cost Per Student \$175

Date of Trip 10/21-10/23 Alternate Date \_\_\_\_\_

Number of Buses Needed 0 Is Handicap bus required?  YES  NO

Has the Transportation Supervisor been contacted?  YES  NO

Personal Vehicles being used?  YES  NO

Proof of vehicle liability insurance on file at School?  YES  NO

Has the Cafeteria been contracted?  YES  NO

Has School Nurse been notified of Field Trip?  YES  NO

Total Number of Chaperones: Administrators \_\_\_\_\_ Teachers 1 Teacher Assistant \_\_\_\_\_  
Parents \_\_\_\_\_ Others \_\_\_\_\_

Destination: Camp Widjiwagen Nashville, TN

Time of Departure: 10/21/22 12:00pm Time of Return: 10/23/22 3:00pm

Purpose of the Trip: Leadership camp for HOSA

Field Trip Activities: agenda attached

**ATTACH LESSON PLAN FOR FOLLOW-UP.**

(This must be included for field trip to be approved.)

Approved  Disapproved \_\_\_\_\_ Principal [Signature] Date 9-13-22

Approved  Disapproved \_\_\_\_\_ Supervisor [Signature] Date 9-15-22

Approved  Disapproved \_\_\_\_\_ Director of Schools [Signature] Date 9/15/22

**\*\*\* ALL OVERNIGHT FIELD TRIPS WITH AN ATTACHED AGENDA MUST BE BOARD APPROVED. FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE 1<sup>ST</sup> DAY OF THE MONTH IN ORDER TO BE PLACED ON THE CONSENT AGENDA. REGULAR BOARD MEETINGS ARE HELD THE SECOND THURSDAY OF EACH MONTH.**

Eddie Pruett

Date Received in the District Office 9/14/22  
Board Approval Date \_\_\_\_\_  
Over Night Trip  Yes  No

**FIELD TRIP REQUEST**  
**GIBSON COUNTY SPECIAL SCHOOL DISTRICT**

School South Gibson County High School Date of Request 9/13/22  
Teacher Chelsea Matamoros Class Beta Club  
Number of Students Involved ~75 Cost Per Student ~\$175

Date of Trip November 28-30, 2022 Alternate Date N/A

Number of Buses Needed 2 Is Handicap bus required?  YES  NO

Has the Transportation Supervisor been contacted?  YES  NO

Personal Vehicles being used?  YES  NO

Proof of vehicle liability insurance on file at School?  YES  NO

Has the Cafeteria been contracted? N/A YES  NO

Has School Nurse been notified of Field Trip?  YES  NO

Total Number of Chaperones: Administrators 0 Teachers 4 Teacher Assistant \_\_\_\_\_  
Parents TBD Others \_\_\_\_\_

Destination: Gaylord Opryland Hotel; Nashville, TN

Time of Departure: 8:00 AM, November 28 Time of Return: 4:00 PM, November 30

Purpose of the Trip: Students will attend State Beta Club Convention and complete in various academic and service events (see attached).

Field Trip Activities: See attached itenerary.

**ATTACH LESSON PLAN FOR FOLLOW-UP.**

(This must be included for field trip to be approved.)

Approved  Disapproved  Principal Paul Progen Date 9-13-22

Approved  Disapproved  Supervisor EM Date 9-15-22

Approved  Disapproved  Director of Schools Eddie Pruett Date 9/15/22

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Eddie Pruett

Date Received in the District Office 9/6/22  
Board Approval Date \_\_\_\_\_  
Over Night Trip  Yes  No

**FIELD TRIP REQUEST**  
**GIBSON COUNTY SPECIAL SCHOOL DISTRICT**

School SGCHS Date of Request 9-7-22  
Teacher Stephen Price Class Marching Band and Guard  
Number of Students Involved 110 Cost Per Student \$0  
Date of Trip 11-5/11-6 Alternate Date NA  
Number of Buses Needed 3 Is Handicap bus required?  YES  NO  
Has the Transportation Supervisor been contacted?  YES  NO  
Personal Vehicles being used?  YES  NO  
Proof of vehicle liability insurance on file at School?  YES  NO  
Has the Cafeteria been contracted?  YES  NO  
Has School Nurse been notified of Field Trip?  YES  NO  
Total Number of Chaperones: Administrators \_\_\_\_\_ Teachers 2 Teacher Assistant \_\_\_\_\_  
Parents 30 Others \_\_\_\_\_

Destination: Stewarts Creek High School

Time of Departure: Early Morning of Nov 5th Time of Return: Late morning of Nov 6th

Purpose of the Trip: The band will compete in the TN Div II State Band Championship.

Field Trip Activities: \_\_\_\_\_

**ATTACH LESSON PLAN FOR FOLLOW-UP.**

(This must be included for field trip to be approved.)

Approved  Disapproved  Principal Phil Rogan Date 9-7-22

Approved  Disapproved \_\_\_\_\_ Supervisor [Signature] Date 9-9-22

Approved  Disapproved \_\_\_\_\_ Director of Schools Eddie Pruett Date 9/12/22

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**FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE 1<sup>ST</sup>**

**DAY OF THE MONTH IN ORDER TO BE PLACED ON THE CONSENT AGENDA.**

**REGULAR BOARD MEETINGS ARE HELD THE SECOND THURSDAY OF EACH MONTH.**

Eddie Pruett

Date Received in the District Office 9/12/22  
Board Approval Date \_\_\_\_\_  
Over Night Trip  Yes \_\_\_ No

**FIELD TRIP REQUEST**  
**GIBSON COUNTY SPECIAL SCHOOL DISTRICT**

School Yorkville Date of Request 9/9/2022

Teacher Rachel Barber Class 8th Grade

Number of Students Involved 18 Cost Per Student \$0 - pd. through fundraiser

Date of Trip 5/12 - 5/13/2023 Alternate Date NA

Number of Buses Needed 1 Is Handicap bus required? \_\_\_ YES  NO

Has the Transportation Supervisor been contacted?  YES \_\_\_ NO

Personal Vehicles being used? \_\_\_ YES  NO

Proof of vehicle liability insurance on file at School?  YES \_\_\_ NO

Has the Cafeteria been contracted? \_\_\_ YES  NO

Has School Nurse been notified of Field Trip?  YES \_\_\_ NO

Total Number of Chaperones: Administrators 1(AP) Teachers 1 Teacher Assistant \_\_\_  
Parents 2 Others 2

Destination: Nashville, TN

Time of Departure: 5/12/23 5am Time of Return: 5/13/2023 5pm

Purpose of the Trip: Annual 8th Grade Trip

Field Trip Activities: Tour of Tennessee State Capitol, Various  
Tourist Attractions

**ATTACH LESSON PLAN FOR FOLLOW-UP**

(This must be included for field trip to be approved)

Approved  Disapproved \_\_\_ Principal Sharon P. Sewell Date 09-09-22

Approved  Disapproved \_\_\_ Supervisor Michelle Borg Date 9-11-22

Approved  Disapproved \_\_\_ Director of Schools Eddie Pruett Date 9/13/22

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**FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE 1<sup>ST</sup>**  
**DAY OF THE MONTH IN ORDER TO BE PLACED ON THE CONSENT AGENDA.**  
**REGULAR BOARD MEETINGS ARE HELD THE SECOND THURSDAY OF EACH MONTH.**

Eddie Pruett

Date Received in the District Office 9/22/22  
Board Approval Date \_\_\_\_\_  
Over Night Trip  Yes  No

**FIELD TRIP REQUEST**  
**GIBSON COUNTY SPECIAL SCHOOL DISTRICT**

School South Gibson Middle Date of Request 9.21.22

Teacher Elizabeth Kennedy Class Beta

Number of Students Involved 85 Cost Per Student \$250

Date of Trip Nov. 20-22 Alternate Date X

Number of Buses Needed 2 Is Handicap bus required?  YES  NO

Has the Transportation Supervisor been contacted?  YES  NO

Personal Vehicles being used?  YES  NO

Proof of vehicle liability insurance on file at School?  YES  NO

Has the Cafeteria been contracted?  YES  NO

Has School Nurse been notified of Field Trip?  YES  NO

Total Number of Chaperones: Administrators \_\_\_\_\_ Teachers 3 Teacher Assistant \_\_\_\_\_  
Parents 11 Others \_\_\_\_\_

Destination: Nashville, TN

Time of Departure: 10 AM (11/20) Time of Return: 2 pm (11/22)

Purpose of the Trip: The National Beta Convention

Field Trip Activities: (attached)

**ATTACH LESSON PLAN FOR FOLLOW-UP.**

(This must be included for field trip to be approved.)

Approved  Disapproved \_\_\_\_\_ Principal [Signature] Date 9/22/22

Approved  Disapproved \_\_\_\_\_ Supervisor Michelle Doad Date \_\_\_\_\_

Approved  Disapproved \_\_\_\_\_ Director of Schools Eddie Pruett Date 9/23/22

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**FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE 1<sup>ST</sup>**  
**DAY OF THE MONTH IN ORDER TO BE PLACED ON THE CONSENT AGENDA.**  
**REGULAR BOARD MEETINGS ARE HELD THE SECOND THURSDAY OF EACH MONTH.**

Eddie Pruett

Date Received in the District Office 10/10/22  
Board Approval Date \_\_\_\_\_  
Over Night Trip  Yes  No

**FIELD TRIP REQUEST**  
**GIBSON COUNTY SPECIAL SCHOOL DISTRICT**

School Yorkville/Spring Hill Schools Date of Request 10/10/22  
Teacher Amy Powell Class Beta Club  
Number of Students Involved 15 Cost Per Student \$75.00

Date of Trip \_\_\_\_\_ Alternate Date n/a

Number of Buses Needed 1 Is Handicap bus required?  YES  NO

Has the Transportation Supervisor been contacted?  YES  NO (riding with Dyer School)

Personal Vehicles being used?  YES  NO

Proof of vehicle liability insurance on file at School?  YES  NO

Has the Cafeteria been contracted? na YES  NO

Has School Nurse been notified of Field Trip?  YES  NO

Total Number of Chaperones: Administrators \_\_\_\_\_ Teachers 3 Teacher Assistant \_\_\_\_\_  
Parents \_\_\_\_\_ Others \_\_\_\_\_

Destination: Gaylord Opryland Convention Center

Time of Departure: \_\_\_\_\_ Time of Return: \_\_\_\_\_

Purpose of the Trip: State Beta Convention (Junior)

Field Trip Activities: See attached itinerary

**ATTACH LESSON PLAN FOR FOLLOW-UP.**

(This must be included for field trip to be approved.)  
Approved  Disapproved \_\_\_\_\_ Principal A Sewell Date 10-10-22

Approved  Disapproved \_\_\_\_\_ Supervisor M Good Date 10-10-22

Approved  Disapproved \_\_\_\_\_ Director of Schools Eddie Pruett Date 10/10/22

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Eddie Pruett

Date Received in the District Office 10/11/22  
Board Approval Date \_\_\_\_\_  
Over Night Trip  Yes  No

**FIELD TRIP REQUEST**  
**GIBSON COUNTY SPECIAL SCHOOL DISTRICT**

School Dyer School Date of Request 10/13/22  
Teacher Kim Thompson Class Beta Club  
Number of Students Involved 25 Cost Per Student \$30  
Date of Trip 11/21/22 Alternate Date NA  
Number of Buses Needed 1 Is Handicap bus required?  YES  NO  
Has the Transportation Supervisor been contacted?  YES  NO  
Personal Vehicles being used?  YES  NO  
Proof of vehicle liability insurance on file at School?  YES  NO  
Has the Cafeteria been contracted?  YES  NO  
Has School Nurse been notified of Field Trip?  YES  NO  
Total Number of Chaperones: Administrators \_\_\_\_\_ Teachers 2 Teacher Assistant \_\_\_\_\_  
Parents 1 Others \_\_\_\_\_

Destination: Beta Convention Opryland Hotel

Time of Departure: 6:00 am 11/21/22 Time of Return: 5:00 pm 11/22/22

Purpose of the Trip: To be involved in the Beta club organization by voting for officers and participating in club events.

Field Trip Activities: Attend Beta Club Meetings and participate in academic activities: quiz bowl, academic test, appareal design, and two dimensional design.

**ATTACH LESSON PLAN FOR FOLLOW-UP.**  
(This must be included for field trip to be approved.)  
Approved  Disapproved \_\_\_\_\_ Principal Kevin Date 10/10/22  
Approved  Disapproved \_\_\_\_\_ Supervisor Michelle Date 10/14/22  
Approved  Disapproved \_\_\_\_\_ Director of Schools Eddie Pruett Date 10/12/22

**\*\*\* ALL OVERNIGHT FIELD TRIPS WITH AN ATTACHED AGENDA MUST BE BOARD APPROVED. FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE 1<sup>ST</sup> DAY OF THE MONTH IN ORDER TO BE PLACED ON THE CONSENT AGENDA. REGULAR BOARD MEETINGS ARE HELD THE SECOND THURSDAY OF EACH MONTH.**

Date Received in the District Office \_\_\_\_\_  
Board Approval Date \_\_\_\_\_  
Over Night Trip  Yes  No

**FIELD TRIP REQUEST**  
**GIBSON COUNTY SPECIAL SCHOOL DISTRICT**

School GCHS Date of Request 10-11-22  
Teacher Wilkins Class Girls Basketball Team

Number of Students Involved 15 Cost Per Student N/A

Date of Trip 11-4-22 Alternate Date \_\_\_\_\_

Number of Buses Needed 1 Is Handicap bus required?  YES  NO

Has the Transportation Supervisor been contacted?  YES  NO

Personal Vehicles being used?  YES  NO

Proof of vehicle liability insurance on file at School?  YES  NO

Has the Cafeteria been contracted?  YES  NO

Has School Nurse been notified of Field Trip?  YES  NO

Total Number of Chaperones: Administrators \_\_\_\_\_ Teachers 2 Teacher Assistant 1  
Parents \_\_\_\_\_ Others  COACH WILKINS WIFE

Destination: Lebanon, TN

Time of Departure: 4:00 pm Time of Return: 5:00 on 11-12-22

Purpose of the Trip: Compete in basketball play day.

Field Trip Activities: Games as a team...

**ATTACH LESSON PLAN FOR FOLLOW-UP.**

(This must be included for field trip to be approved.)

Approved  Disapproved \_\_\_\_\_ Principal James M. High Date 10/10/22

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Supervisor Coach Wilkins Date 10-10-22

Approved  Disapproved \_\_\_\_\_ Director of Schools Eddie Pruett Date 10/12/22

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**FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE 1<sup>ST</sup>**  
**DAY OF THE MONTH IN ORDER TO BE PLACED ON THE CONSENT AGENDA.**  
**REGULAR BOARD MEETINGS ARE HELD THE SECOND THURSDAY OF EACH MONTH.**

Eddie Pruett

# CURRENT POLICY

## Gibson County Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term: <b>Memberships</b>	Descriptor Code: <b>1.104</b>	Issued Date: <b>06/13/96</b>
		Rescinds:	Issued:

- 1 The Board shall maintain membership in the Tennessee School Boards Association,<sup>1</sup> and through its
- 2 membership in TSBA shall be an affiliate member of the Southern Region School Boards Association
- 3 and the National School Boards Association.
  
- 4 Dues for membership in the Tennessee School Boards Association shall be included in each annual
- 5 budget in accordance with state statute.
  
- 6 The Board may also maintain institutional membership in other educational organizations which the
- 7 Board finds to be of benefit to members and school system personnel.

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Legal Reference:

1. TCA 49-2-2001

# PROPOSED POLICY

<b>Gibson County Board of Education</b>			
Monitoring: <b>Review: Annually, in July</b>	Descriptor Term:  <b>Memberships</b>	Descriptor Code: <b>1.104</b>	Issued Date:
		Rescinds:	Issued:

- 1 The Board shall maintain membership in the Tennessee School Boards Association (TSBA).<sup>1</sup>
- 2 Dues for membership in TSBA shall be included in each annual budget in accordance with state
- 3 statute.
- 4 The Board may also maintain institutional membership in other educational organizations which the
- 5 Board finds to be of benefit to members and school system personnel.

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#### Legal References

1. TCA 49-2-2001

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#### Cross References

Board Member Development Opportunities 1.204

# CURRENT POLICY

## Gibson County Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term: <b>Board of Trustees Legislative Involvement</b>	Descriptor Code: <b>1.105</b>	Issued Date: <b>06/13/96</b>
		Rescinds:	Issued:

- 1 The Board of Trustees will work for the passage of new laws designed to advance the cause of improving  
2 education and for the repeal or modification of existing laws and the defeat of proposed laws that impede  
3 this cause. To accomplish this:
- 4 1. The Board shall stay informed of pending legislation and actively communicate its concerns and  
5 make its position known to the elected representatives at both the state and national level;
  - 6 2. The Board shall work with other school boards in the state, local citizen groups, and other local  
7 officials in acquainting them with the board's legislative priorities and seek their support;
  - 8 3. The Board shall annually select one (1) of its members to serve as its representative to the  
9 Tennessee Legislative Network (TLN);
  - 10 4. The Board shall work with its TLN representative, with TSBA, NSBA, and other concerned  
11 groups in developing an annual legislative program; and
  - 12 5. The Board shall include in its budget appropriate resources, including travel expense, necessary  
13 for its TLN representative and other board members to accomplish its desired legislative goals.

# PROPOSED POLICY

## Gibson County Board of Education

Monitoring: <b>Review: Annually, in July</b>	Descriptor Term: <b>School Board Legislative Involvement</b>	Descriptor Code: <b>1.105</b>	Issued Date:
		Rescinds:	Issued:

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

4 To accomplish this:

- 5 1. The Board shall stay informed of pending legislation and actively communicate its concerns  
6 and make its position known to their elected representatives at both the state and national level;
- 7 2. The Board shall work with other school boards in the state, other local officials, and  
8 community groups in creating public awareness and support for legislative priorities;
- 9 3. The Board shall annually select one (1) of its members to serve as its legislative representative;
- 10 4. The Board shall work with its legislative representative, TSBA, and other concerned groups in  
11 developing an annual legislative program; and
- 12 5. The Board shall include in its budget appropriate resources to cover costs, including travel  
13 expenses, necessary to ensure active participation in the legislative process.

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Cross References

Board Member Development Opportunities 1.204

# CURRENT POLICY

<b>Gibson County Board of Education</b>			
Monitoring: Review: Annually, in September	Descriptor Term: <b>Board Trustee Development Opportunities</b>	Descriptor Code: <b>1.204</b>	Issued Date: <b>06/13/96</b>
		Rescinds:	Issued:

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

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

5 1. A calendar of school board conferences, conventions and workshops shall be maintained by the  
6 board secretary and provided to each board member. At least annually the Board will identify  
7 which meetings should be attended and the benefits which would be derived from participation  
8 in such meetings;

9 2. Funds for participation at such meetings shall be budgeted on an annual basis. The Board as a  
10 whole shall retain the authority to approve or disapprove the participation of members in planned  
11 activities;

12 3. Reimbursement to board members for their travel expenses shall be in accord with the travel  
13 expense policy for staff members;<sup>1</sup>

14 4. When a conference, convention or workshop is not attended by the full Board, those participating  
15 will be requested to share information, recommendations and materials acquired at the meeting;  
16 and

17 5. The public shall be kept informed through the news media about the Board's continuing in-  
18 service education and about the programs anticipated for short- and long-range benefits to the  
19 schools.

20 The Board regards the following as the kinds of activities and services appropriate for implementing this  
21 policy:

22 1. Participation in school board conferences, workshops and conventions held by the State and  
23 National School Boards Associations;<sup>1</sup>

24 2. Local and district-sponsored training sessions for board members; and

25 3. Subscriptions to publications addressing the concerns of board members.

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Legal References

1. TCA 49-2-2001(c)

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Cross References

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

# PROPOSED POLICY

<b>Gibson County Board of Education</b>			
Monitoring: <b>Review: Annually, in July</b>	Descriptor Term: <b>Board Member Development Opportunities</b>	Descriptor Code: <b>1.204</b>	Issued Date:
		Rescinds:	Issued:

1 Board members shall participate in activities designed to improve their skills as members of a policy-  
2 making body. In order to accomplish this, the following shall occur:

- 3 1. An annual calendar of school board conferences, conventions, and workshops shall be  
4 maintained by the board secretary and provided to each board member in order to ensure  
5 compliance with the requirements for professional development.<sup>1</sup> The Board shall identify  
6 which meetings should be attended and the benefits thereof;
- 7 2. Funds for participation at such meetings shall be budgeted on an annual basis. The Board as a  
8 whole shall retain the authority to approve or disapprove the participation of members in  
9 planned activities;
- 10 3. Reimbursement to board members for their travel expenses shall only be made for pre-  
11 approved travel;
- 12 4. When a conference, convention, or workshop is not attended by the full Board, those  
13 participating will be requested to share information, recommendations, and materials acquired  
14 at the meeting; and
- 15 5. The public shall be kept informed through the news media about the Board's continuing in-  
16 service education and about the programs anticipated for short and long-range benefits to the  
17 schools.

18 The Board regards the following as activities and services appropriate for development opportunities:

- 19 1. Participation in school board conferences, workshops, and conventions held by the State;
- 20 2. Local and district-sponsored training sessions for board members; and
- 21 3. Subscriptions to publications addressing the concerns of board members.

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Legal References

1. TCA 49-2-202(a)(6)

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Cross References

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

# CURRENT POLICY

<b>Gibson County Board of Education</b>			
Monitoring: <b>Review: Annually, in July</b>	Descriptor Term: <b>School District Records</b>	Descriptor Code: <b>1.407</b>	Issued Date: <b>12/14/17</b>
		Rescinds: <b>1.407</b>	Issued: <b>07/14/16</b>

1 The director of schools shall maintain all school district records required by law, regulation, and board  
2 policy. Any citizen of Tennessee shall be permitted during business hours to inspect public records  
3 maintained by the school district unless otherwise prohibited by law. Any citizen of Tennessee may  
4 request in writing and receive copies of open public records subject to the payment of reasonable  
5 cost.<sup>1,2,3,4</sup>

6 No records pertaining to individual students will be released for inspection by the public or any  
7 unauthorized persons. In addition, information, records, and plans related to security and safety will not  
8 be released for public inspection.<sup>11</sup>

9 All requests to inspect or receive copies of records shall be submitted to **Carol Cunningham**, the district's  
10 public records request coordinator and records custodian.<sup>12</sup>

11 Prior to producing any record, the records custodian shall ensure confidential information is redacted.  
12 Original documents remain intact and confidential information in copies produced for a requestor shall  
13 be redacted. The director of schools shall develop a procedure to redact confidential information.

## 14 **REQUESTS FOR INSPECTION<sup>2</sup>**

15 Citizens requesting to inspect public records shall submit their request and a government issued photo  
16 identification card with the citizen's address to the district's public records request coordinator during  
17 normal business hours. Requests may be made in person or by telephone, fax, mail, or email. Requests  
18 may also be submitted by electronic portal if the district maintains one. The coordinator shall submit  
19 the information to the appropriate records custodian. The records custodian will contact the citizen and  
20 indicate when the records will be available to inspect.

21 If the records cannot be made available within seven (7) business days, the records custodian shall  
22 provide a records production letter indicating the time needed to complete the request.

23 If the request to inspect is denied, the records custodian shall provide the citizen with a records request  
24 denial letter indicating the basis for the denial.

## 25 **REQUESTS FOR COPIES<sup>2</sup>**

26 Citizens requesting copies of public records shall complete and submit the Records Request Form and  
27 a government issued photo identification card with the citizen's address to the district's public records  
28 request coordinator during normal business hours. The coordinator shall submit the Records Request  
29 Form to the appropriate records custodian.

1 The records custodian shall provide an estimate of the reasonable costs to produce the requested  
2 records. The Tennessee Comptroller of the Treasury, Office of Open Records Counsel Schedule of  
3 Reasonable Charges found at <https://www.comptroller.tn.gov/openrecords/forms.asp> shall be used to  
4 determine the reasonable cost. The records custodian will provide the citizen with an invoice detailing  
5 the charges. The citizen shall pay the estimated reasonable costs by money order prior to the district  
6 producing the copies.

7 If the records cannot be made available within seven (7) business days, the records custodian shall  
8 provide a records production letter indicating the time needed to complete the request.

9 If the request for copies is denied, the records custodian shall provide the citizen with a records request  
10 denial letter detailing the basis for the denial.

### 11 **FREQUENT AND MULTIPLE REQUESTS**

12 When the total number of requests for copies made by a requestor within a calendar month exceeds  
13 four (4), the requestor may be charged a fee for any and all labor that is reasonably necessary to  
14 produce copies of the requested records. Prior to charging a reasonable fee, the requestor shall be  
15 notified of this policy and provided with a Notice of Aggregation of Multiple Requestors form. The  
16 Tennessee Comptroller of the Treasury, Office of Open Records Counsel Schedule of Reasonable  
17 Charges found at <https://www.comptroller.tn.gov/openrecords/forms.asp> shall be used to determine the  
18 reasonable cost. Further, the names of persons inspecting records and the date of inspection shall be  
19 recorded.

### 20 **DENYING REQUESTS FOR NONCOMPLIANCE<sup>13</sup>**

#### 21 *Requests to Inspect a Public Record*

22 The district shall deny a request to inspect a public record from any citizen that has:

- 23 a. made two (2) or more requests to view a public record within a six-month period; and
- 24
- 25 b. for each request failed to view the record within fifteen (15) business days of receiving
- 26 notification that the record was available.

27 Requests from this citizen shall be denied for up to six (6) months from the date of the second records  
28 request. The district's public records request coordinator may waive this denial if he/she determines  
29 that failure to view the record was for good cause.

#### 30 *Requests for Copies of Public Records*

31 The district shall deny a request for copies of a public record from any citizen that has:

- 32 a. been provided with an estimate of the reasonable cost to produce the requested records;
- 33 b. agrees to pay such estimated reasonable cost prior to production of the records; and
- 34 c. fails to pay the actual cost after the records have been produced.

35 Additional requests from this citizen shall be denied until the original cost is paid.

## 1 RECORDS RETENTION

2 The director of schools and/or his/her designee(s) shall retain and dispose of school district records in  
3 accordance with the following guidelines:<sup>2,4</sup>

- 4 1. The director of schools and/or his/her designee(s) will determine if a particular record is of  
5 permanent or temporary value in accordance with regulations promulgated by County Public  
6 Records Commission and the Tennessee Institute for Public Services records manual.<sup>5,6</sup>
- 7 2. Temporary value records which have been kept beyond the required time may be recommended  
8 to the Public Records Commission for destruction,<sup>7,8</sup>
- 9 3. The records that the State Librarian and Archivist desire to preserve in their facilities will be  
10 transferred to the State Library and Archives. The temporary value records rejected by the State  
11 Library and Archives may be transferred to another institution or destroyed;<sup>7,8,9</sup>
- 12 4. Permanent records will be kept in some usable form (digital, printed, microfilm, etc.). If the  
13 director of schools desires to destroy the original permanent record, these records must be  
14 reproduced by microfilming or some other permanent reproduction method. Permission to  
15 destroy any original permanent record after microfilming follows the same procedure noted  
16 above for temporary records,<sup>6,8</sup> and
- 17 5. The director of schools shall establish procedures to safeguard against the unlawful destruction,  
18 removal, or loss of records.<sup>10</sup>

## 19 DISTRICT PUBLIC RECORDS REQUEST COORDINATOR<sup>14</sup>

20 Name: Carol Cunningham

21 Title: Board Secretary

22 Contact Information: 731-692-3803 or ccunningham@gcssd.org

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**Legal References**

1. TCA 49-2-301(b)(1)(CC)
2. TCA 10-7-503; Public Acts of 2017, Chapter No. 233
3. TCA 10-7-506(a)
4. TCA 49-2-104
5. TCA 10-7-401
6. TCA 10-7-406
7. TCA 10-7-404
8. TCA 10-7-413
9. TCA 10-7-414
10. TCA 39-16-504
11. TCA 10-7-504(p)
12. *Policy Related to Reasonable Charges a Records Custodian May Charge for Frequent and Multiple Requests for Public Records*, Tennessee Comptroller of the Treasury, available at <https://www.comptroller.tn.gov/openrecords/forms.asp>.
13. Public Acts of 2017, Chapter No. 233
14. TCA 10-7-503(g)(4)

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**Cross References**

Financial Reports and Records 2.701  
Personnel Records 5.114  
Student Records 6.600

# PROPOSED POLICY

Gibson County Board of Education			
Monitoring: <b>Review: Annually, in July</b>	Descriptor Term: <b>School District Records</b>	Descriptor Code: <b>1.407</b>	Issued Date: <b>12/14/17</b>
		Rescinds: <b>1.407</b>	Issued: <b>07/14/16</b>

1 The director of schools shall maintain all school district records required by law, regulation, and board  
2 policy. Any citizen of Tennessee shall be permitted during business hours to inspect public records  
3 maintained by the school district unless otherwise prohibited by law. Any citizen of Tennessee may  
4 request in writing and receive copies of open public records subject to the payment of reasonable  
5 cost.<sup>1,2,3,4</sup>

6 No records pertaining to individual students will be released for inspection by the public or any  
7 unauthorized persons. In addition, information, records, and plans related to security and safety will not  
8 be released for public inspection.<sup>11</sup>

9 All requests to inspect or receive copies of records shall be submitted to **Laura Hawks**, the district's  
10 public records request coordinator and records custodian.<sup>12</sup>

11 Prior to producing any record, the records custodian shall ensure confidential information is redacted.  
12 Original documents remain intact and confidential information in copies produced for a requestor shall  
13 be redacted. The director of schools shall develop a procedure to redact confidential information.

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18 may also be submitted by electronic portal if the district maintains one. The coordinator shall submit  
19 the information to the appropriate records custodian. The records custodian will contact the citizen and  
20 indicate when the records will be available to inspect.

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16 Tennessee Comptroller of the Treasury, Office of Open Records Counsel Schedule of Reasonable  
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18 reasonable cost. Further, the names of persons inspecting records and the date of inspection shall be  
19 recorded.

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5 permanent or temporary value in accordance with regulations promulgated by County Public  
6 Records Commission and the Tennessee Institute for Public Services records manual;<sup>5,6</sup>
- 7 2. Temporary value records which have been kept beyond the required time may be recommended  
8 to the Public Records Commission for destruction;<sup>7,8</sup>
- 9 3. The records that the State Librarian and Archivist desire to preserve in their facilities will be  
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- 12 4. Permanent records will be kept in some usable form (digital, printed, microfilm, etc.). If the  
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15 destroy any original permanent record after microfilming follows the same procedure noted  
16 above for temporary records;<sup>6,8</sup> and
- 17 5. The director of schools shall establish procedures to safeguard against the unlawful destruction,  
18 removal, or loss of records.<sup>10</sup>

## 19 DISTRICT PUBLIC RECORDS REQUEST COORDINATOR<sup>14</sup>

20 Name: **Laura Hawks**

21 Title: Board Secretary

22 Contact Information: 731-692-3803 or **hawksl@gcssd.org**

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Legal References

1. TCA 49-2-301(b)(1)(CC)
2. TCA 10-7-503; Public Acts of 2017, Chapter No. 233
3. TCA 10-7-506(a)
4. TCA 49-2-104
5. TCA 10-7-401
6. TCA 10-7-406
7. TCA 10-7-404
8. TCA 10-7-413
9. TCA 10-7-414
10. TCA 39-16-504
11. TCA 10-7-504(p)
12. *Policy Related to Reasonable Charges a Records Custodian May Charge for Frequent and Multiple Requests for Public Records*, Tennessee Comptroller of the Treasury, available at <https://www.comptroller.tn.gov/openrecords/forms.asp>.
13. Public Acts of 2017, Chapter No. 233
14. TCA 10-7-503(g)(4)

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Cross References

Financial Reports and Records 2.701  
Personnel Records 5.114  
Student Records 6.600

# CURRENT POLICY

Gibson County School District			
Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Grading System</b>	Descriptor Code: <b>4.600</b>	Issued Date: <b>07/08/21</b>
		Rescinds: <b>4.600</b>	Issued: <b>07/10/20</b>

1 The director of schools shall develop an administrative procedure to establish a system of grading and  
2 assessment for evaluating and recording student progress and to measure student performance in  
3 conjunction with Board-adopted content standards for grades K-8. The grading/assessment system shall  
4 follow all applicable statutes and rules and regulations of the State Board of Education. The  
5 grading/assessment system shall be uniform district-wide at comparable grade levels except that the  
6 director of schools shall have the authority to establish and operate ungraded and/or unstructured classes  
7 in grades K-3.<sup>1</sup>

8 The director of schools shall submit a copy of the grading, reporting and assessment systems to the Board  
9 before the system is implemented.<sup>2</sup> These guidelines shall be communicated annually to students and  
10 parents/guardians.<sup>1</sup>

11 Conduct grades are based on behavior and shall not be deducted from scholastic grades.

## 12 **GRADES NINE - TWELVE GRADING SCALE AND LOTTERY SCHOLARSHIPS<sup>1</sup>**

13	<b>A</b> .....	<b>93 - 100</b>
14	<b>B</b> .....	<b>85 - 92</b>
15	<b>C</b> .....	<b>75 - 84</b>
16	<b>D</b> .....	<b>70 - 74</b>
17	<b>F</b> .....	<b>Below 70<sup>1</sup></b>

18 Semester grades for grades 9-12 will be determined by counting each 9 weeks grade and the final exam.  
19 TNReady End of Course exams will count as the final exam in courses that have these exams. Courses  
20 with End of Course exams will continue to learn new material after the TNReady assessment and will  
21 take a chapter/unit test on the assigned Final exam day and time.

22 The course weighting for all semester long courses will be:

- 23 First 9 weeks -42%
- 24 Second 9 weeks-43%
- 25 Final Exam -15%

26 The course weighting for all 9 week (quarter classes) will be:  
27 9 weeks-85%

1 Final Exam -15%

2 For grades 3-8:

3 Semester one -42 %

4 Semester Two -43%

5 TN Ready -15%

6 Each school counselor shall provide incoming freshman with information on college core courses  
7 required for lottery scholarships as well as necessary criteria (grade point average, ACT, and SAT score,  
8 etc.) that must be met in order to receive a scholarship.

9 Seniors may apply for the Tennessee HOPE Scholarship by completing the Free Application for Federal  
10 Student Aid (FAFSA). The FAFSA is available at the guidance office or on-line at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).  
11 The priority date for FAFSA completion is May 1.

12 Advanced coursework grades will be weighted with additional percentage points to calculate the  
13 semester average. Depending on the course taken, the following percentage points will be assigned:

- 14 • Honors Courses -three (3) percentage points;
- 15 • Local and Statewide Dual Credit, Capstone Industry Certification Aligned, and Dual Enrollment  
16 Courses -four (4) percentage points; and
- 17 • Advanced placement, Cambridge International, College Level Exam Program (CLEP), and  
18 International Baccalaureate Courses -five (5) percent points.

## 19 GRADING SECOND - EIGHTH GRADES

20 Subject-area grades shall be expressed by the letters “A”, “B”, “C”, “D”, and “F”, with corresponding  
21 numerical values.

22	A .....	93 - 100
23	B .....	85 - 92
24	C .....	75 - 84
25	D .....	70 - 74
26	F .....	Below 70!

27 Conduct shall be marked as follows:

28		
29	E.....	Excellent
30	S.....	Satisfactory
31	U.....	Unsatisfactory

32 Conduct grades are based on behavior and shall not be deducted from scholastic grades.

1 Plus and minus evaluations are not to be added to letter grades. Grades are not to be changed once  
2 recorded on a report card. If an erroneous grade has been recorded, correction must be made on a new  
3 card.

4 Progress in grades K-2 will be reported through a checklist issued each nine (9) weeks.

5 Semester grades for grades 3-8 will be determined by an average of the two nine (9) weeks grades. Final  
6 year grades will be determined by an average of the two (2) semesters, in addition to the Tennessee  
7 Comprehensive Assessment Program counting fifteen (15) percent.

8 Student grades are available for parents through parent portal at any time. Interim grades will be available  
9 once every 4 ½ weeks during the school year for grades three - twelve for parents who request a printed  
10 report.

11 Elementary school counselors should explain the HOPE Scholarship and its requirements to their  
12 students and impress upon them the benefits of making good grades.

### 13 **LOTTERY SCHOLARSHIP DAY<sup>3</sup>**

14 Each school year, prior to scheduling courses for the following school year, schools teaching students in  
15 grades 8-11 shall conduct a lottery scholarship day for students and their parents.

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#### Legal References

1. TRR/MS 0520-01-03-.02, State Board of Education Policy 3.301
2. TCA 49-2-203(b)(7); TCA 49-2-301(b)(1)(H)
3. TCA 49-4-904, 907; TCA 49-4-932(f)

# PROPOSED POLICY

Gibson County School District			
Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Grading System</b>	Descriptor Code: <b>4.600</b>	Issued Date: <b>07/08/21</b>
		Rescinds: <b>4.600</b>	Issued: <b>07/10/20</b>

1 The director of schools shall develop an administrative procedure to establish a system of grading and  
2 assessment for evaluating and recording student progress and to measure student performance in  
3 conjunction with Board-adopted content standards for grades K-8. The grading/assessment system shall  
4 follow all applicable statutes and rules and regulations of the State Board of Education. The  
5 grading/assessment system shall be uniform district-wide at comparable grade levels except that the  
6 director of schools shall have the authority to establish and operate ungraded and/or unstructured classes  
7 in grades K-3.<sup>1</sup>

8 The director of schools shall submit a copy of the grading, reporting and assessment systems to the Board  
9 before the system is implemented.<sup>2</sup> These guidelines shall be communicated annually to students and  
10 parents/guardians.<sup>1</sup>

11 Conduct grades are based on behavior and shall not be deducted from scholastic grades.

## 12 **GRADES NINE - TWELVE GRADING SCALE AND LOTTERY SCHOLARSHIPS<sup>1</sup>**

13	<b>A</b> .....	<b>90 - 100</b>
14	<b>B</b> .....	<b>80 - 89</b>
15	<b>C</b> .....	<b>70 - 79</b>
16	<b>D</b> .....	<b>60 - 69</b>
17	<b>F</b> .....	<b>Below 60<sup>1</sup></b>

18 Semester grades for grades 9-12 will be determined by counting each 9 weeks grade and the final exam.  
19 TNReady End of Course exams will count as the final exam in courses that have these exams. Courses  
20 with End of Course exams will continue to learn new material after the TNReady assessment and will  
21 take a chapter/unit test on the assigned Final exam day and time.

22 The course weighting for all semester long courses will be:  
23 First 9 weeks -42%  
24 Second 9 weeks-43%  
25 Final Exam -15%

26 The course weighting for all 9 week (quarter classes) will be:  
27 9 weeks-85%

1 Final Exam -15%

2 For grades 3-8:

3 Semester one -42 %

4 Semester Two -43%

5 TN Ready -15%

6 Each school counselor shall provide incoming freshman with information on college core courses  
7 required for lottery scholarships as well as necessary criteria (grade point average, ACT, and SAT score,  
8 etc.) that must be met in order to receive a scholarship.

9 Seniors may apply for the Tennessee HOPE Scholarship by completing the Free Application for Federal  
10 Student Aid (FAFSA). The FAFSA is available at the guidance office or on-line at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).  
11 The priority date for FAFSA completion is May 1.

12 Advanced coursework grades will be weighted with additional percentage points to calculate the  
13 semester average. Depending on the course taken, the following percentage points will be assigned:

- 14 • Honors Courses -three (3) percentage points;
- 15 • Local and Statewide Dual Credit, Capstone Industry Certification Aligned, and Dual Enrollment  
16 Courses -four (4) percentage points; and
- 17 • Advanced placement, Cambridge International, College Level Exam Program (CLEP), and  
18 International Baccalaureate Courses -five (5) percent points.

## 19 GRADING SECOND - EIGHTH GRADES

20 Subject-area grades shall be expressed by the letters "A", "B", "C", "D", and "F", with corresponding  
21 numerical values.

22	A .....	90 - 100
23	B .....	80 - 89
24	C .....	70 - 79
25	D .....	60 - 69
26	F .....	Below 60 <sup>1</sup>

27 Conduct shall be marked as follows:

28		
29	E.....	Excellent
30	S.....	Satisfactory
31	U .....	Unsatisfactory

32 Conduct grades are based on behavior and shall not be deducted from scholastic grades.

1 Plus and minus evaluations are not to be added to letter grades. Grades are not to be changed once  
2 recorded on a report card. If an erroneous grade has been recorded, correction must be made on a new  
3 card.

4 Progress in grades K-2 will be reported through a checklist issued each nine (9) weeks.

5 Semester grades for grades 3-8 will be determined by an average of the two nine (9) weeks grades. Final  
6 year grades will be determined by an average of the two (2) semesters, in addition to the Tennessee  
7 Comprehensive Assessment Program counting fifteen (15) percent.

8 Student grades are available for parents through parent portal at any time. Interim grades will be available  
9 once every 4 ½ weeks during the school year for grades three - twelve for parents who request a printed  
10 report.

11 Elementary school counselors should explain the HOPE Scholarship and its requirements to their  
12 students and impress upon them the benefits of making good grades.

### 13 **LOTTERY SCHOLARSHIP DAY<sup>3</sup>**

14 Each school year, prior to scheduling courses for the following school year, schools teaching students in  
15 grades 8-11 shall conduct a lottery scholarship day for students and their parents.

---

#### Legal References

1. TRR/MS 0520-01-03-.02, State Board of Education Policy 3.301
2. TCA 49-2-203(b)(7); TCA 49-2-301(b)(1)(H)
3. TCA 49-4-904, 907; TCA 49-4-932(f)

# CURRENT POLICY

<b>Gibson County Board of Education</b>			
Monitoring: <b>Review: Annually, in January</b>	Descriptor Term: <b>FFCRA LEAVE</b>	Descriptor Code: <b>5.3051</b>	Issued Date: <b>09/10/20</b>
		Rescinds: <b>5.3051</b>	Issued: <b>06/25/20</b>

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

2 Under the Families First Coronavirus Response Act (FFCRA), this policy will be in effect from April 1,  
3 2020 until December 31, 2020.

4 The Director of Schools/designee shall post notice of FFCRA requirements and create any necessary  
5 administrative procedures. Employees should seek clarification from Human Resources if they have  
6 questions regarding the total amount of leave and pay available to them.

7 **PAID SICK LEAVE**

8 Employees are entitled to up to two (2) weeks of paid sick leave if they are unable to work or telework  
9 because the employee:<sup>2</sup>

- 10 1. is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;  
11  
12 2. has been advised by a health care provider to self-quarantine related to COVID-19;  
13  
14 3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;  
15  
16 4. is caring for an individual subject to or advised to quarantine or isolate due to COVID-19. The  
17 individual must be someone with a personal relationship to the employee;  
18  
19 5. is caring for his/her son or daughter whose school or place of care is closed, or person who  
20 regularly provides child care is unavailable, for reasons related to COVID-19 and no other  
21 suitable person is available to care for the child during the requested period of leave. Son or  
22 daughter is defined as a biological, adopted, or foster child, a stepchild, a legal ward, or a child  
23 of a person standing *in loco parentis*, who is under 18 years of age; or 18 years of age or older  
24 who is incapable of self-care because of a mental or physical disability; or  
25  
26 6. is experiencing any other substantially similar condition specified by the Secretary of Health  
27 and Human Services, in consultation with the Secretaries of Labor and Treasury.

28 This paid leave may be taken if there is work available for the employee to complete and the employee  
29 is unable to work or telework for one of the above reasons. Such leave is in addition to any paid leave  
30 that an employee may already be entitled to (e.g. existing sick leave). Employees are not required to  
31 exhaust any other paid leave benefit in order to utilize this new category of paid sick leave.

## EXPANDED FMLA LEAVE

Full-time or part-time employees who have been on the payroll for thirty (30) calendar days prior to the beginning of the leave are eligible for expanded FMLA leave (EFMLEA). This includes employees who were laid off or terminated after March 1, 2020, who had worked for the district for at least thirty (30) of the prior sixty (60) calendar days and were subsequently rehired or otherwise employed by the district.<sup>3</sup>

Under the FFCRA, an employee qualifies for EFMLEA leave if the employee is unable to work or telework due to the need to care for his/her son or daughter because of a school or child care facility closure or because the person who regularly provides child care (i.e. this could include a family member or a neighbor) is unavailable for reasons related to COVID-19.<sup>4</sup> In these circumstances, a son or daughter is defined as a biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing *in loco parentis*, who is under 18 years of age; or 18 years of age or older who is incapable of self-care because of a mental or physical disability.

Qualifying employees may take twelve (12) weeks of EFMLEA leave.<sup>5</sup> The amount of leave available may be impacted by any prior use of FMLA.<sup>6</sup>

The first ten (10) days of EFMLEA leave shall be unpaid, however, an employee may choose to take any existing leave benefit during this time. After ten (10) days, EFMLEA leave is paid at two-thirds (2/3) the rate of the employee's regular rate of pay or the amount capped per federal law.<sup>7</sup> Employees may not simultaneously take both existing paid leave and FFCRA paid leave.

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### Legal References

1. Families First Coronavirus Response Act, Pub. L. No. 116-127, §§ 3102, 5101, et seq, (2020)
2. 29 CFR § 826.20(a); 29 CFR § 826.21; 29 CFR § 826.30(a)
3. 29 CFR § 826.30(b); Coronavirus Aid, Relief, and Economic Security Act (CARES Act), § 3605 (2020)
4. 29 CFR § 826.20(b)
5. 29 CFR § 826.23
6. 29 CFR § 826.23(b); 29 CFR § 826.70
7. 29 CFR § 826.24

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### Cross References

Sick Leave 5.302  
Family and Medical Leave 5.305

## Gibson County Board of Education

Monitoring: <b>Review: Annually, in March</b>	Descriptor Term: <b>Voluntary Pre-K Attendance</b>	Descriptor Code: <b>6.2011</b>	Issued Date: <b>10/12/17</b>
		Rescinds:	Issued:

1 The board may establish an early childhood education program to address the educational needs of  
2 eligible four-year old children. The program will provide educational services in accordance with state  
3 law and the policies, rules, and regulations of the state board of education and the department of  
4 education.<sup>1</sup>

5 While enrollment in an approved pre-kindergarten program is voluntary<sup>2</sup>, attendance is a key factor in  
6 student achievement; therefore, students are expected to be present each day school is in session.

### 7 **EXCUSED ABSENCES**

8 Absences shall be classified as either excused or unexcused as determined by the site-level administrator.  
9 Excused absences shall include, but not be limited to:

- 10 1. The child has a personal illness or injury;
- 11 2. The child has other ongoing health related ailments which temporarily prevent attendance;
- 12 3. The child contracts a communicable disease (virus or flu);
- 13 4. Religious observances;
- 14 5. Death in the family; and
- 15 6. Limited medical/dental/therapy appointments.

### 16 **UNEXCUSED ABSENCES**

17 Students who have four (4) or more unexcused absences within one (1) month shall be reported to the  
18 site-level administrator who will, in turn, contact the parent(s)/guardian(s) of the student and determine  
19 the child's participation status in the program. The site-level administrator shall document all  
20 communication attempts to contact the parent(s)/guardian(s) and the outcomes of those attempts.

21 Students who have five (5) or more unexcused absences in a three (3) month period shall be reported to  
22 the site-level administrator who will, in turn, contact the parent(s)/guardian(s) of the student and develop

1 an attendance plan with the help of the parent(s)/guardian(s) and other appropriate school personnel. The  
2 attendance plan shall:

- 3 1. Identify the reasons for the absences;
- 4 2. Include a specific plan and date for establishing regular attendance or alternative services that  
5 meet the student's educational goals; and
- 6 3. Include the documentation of services and student outcomes to determine the effectiveness of the  
7 attendance plan.

## 8 **DISMISSAL**

9 Students who are absent five (5) days or more within one (1) month or ten (10) days in one (1) year  
10 without adequate excuse may be terminated from the program. The site-level administrator shall submit  
11 dismissal documentation to the Department of Education's Voluntary Pre-K director for approval.

12 The district shall not dismiss a student without first implementing an attendance plan, unless there are  
13 special circumstances approved by the state VPK director.

14 Once dismissal is approved, a waiting list applicant who meets eligibility determinations may fill the  
15 vacant position.

16 The student may re-enter the program after a 30-day waiting period and a parent conference if there are  
17 any available vacancies.

## 18 **DISTRICT VOLUNTARY PRE-K CONTACT**

19 **Deloris Wilson**  
20 Pre-K Supervisor  
21 731-692-3803 or [dwilson@gcssd.org](mailto:dwilson@gcssd.org)

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### Legal References

1. TCA 49-6-101 et seq.; TRR/MS 0520-12-01
2. TCA 49-6-103(a)

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### Cross References

Attendance 6.200

# PROPOSED POLICY

## Gibson County Board of Education

Monitoring: <b>Review: Annually, in March</b>	Descriptor Term: <b>Voluntary Pre-K Attendance</b>	Descriptor Code: <b>6.2011</b>	Issued Date: <b>10/12/17</b>
		Rescinds:	Issued:

1 The board may establish an early childhood education program to address the educational needs of  
2 eligible four-year old children. The program will provide educational services in accordance with state  
3 law and the policies, rules, and regulations of the state board of education and the department of  
4 education.<sup>1</sup>

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6 student achievement; therefore, students are expected to be present each day school is in session.

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- 11 2. The child has other ongoing health related ailments which temporarily prevent attendance;
- 12 3. The child contracts a communicable disease (virus or flu);
- 13 4. Religious observances;
- 14 5. Death in the family; and
- 15 6. Limited medical/dental/therapy appointments.

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18 site-level administrator who will, in turn, contact the parent(s)/guardian(s) of the student and determine  
19 the child's participation status in the program. The site-level administrator shall document all  
20 communication attempts to contact the parent(s)/guardian(s) and the outcomes of those attempts.

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22 the site-level administrator who will, in turn, contact the parent(s)/guardian(s) of the student and develop

1 an attendance plan with the help of the parent(s)/guardian(s) and other appropriate school personnel. The  
2 attendance plan shall:

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- 4 2. Include a specific plan and date for establishing regular attendance or alternative services that  
5 meet the student's educational goals; and
- 6 3. Include the documentation of services and student outcomes to determine the effectiveness of the  
7 attendance plan.

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11 dismissal documentation to the Department of Education's Voluntary Pre-K director for approval.

12 The district shall not dismiss a student without first implementing an attendance plan, unless there are  
13 special circumstances approved by the state VPK director.

14 Once dismissal is approved, a waiting list applicant who meets eligibility determinations may fill the  
15 vacant position.

16 The student may re-enter the program after a 30-day waiting period and a parent conference if there are  
17 any available vacancies.

## 18 **DISTRICT VOLUNTARY PRE-K CONTACT**

19 **Kristin Hardin**  
20 Pre-K Supervisor  
21 731-692-3803 or [hardink@gcssd.org](mailto:hardink@gcssd.org)

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### Legal References

1. TCA 49-6-101 et seq.; TRR/MS 0520-12-01
2. TCA 49-6-103(a)

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### Cross References

Attendance 6.200

**Bid Recap**

Tire alignment system, lift, installation, training, and software for the Maintenance and Light Repair shop at GCHS

<b>Vendor</b>	<b>Bid Amount</b>
<b>McDaniel Equipment Company</b>	<b>\$54,995.00</b>
<b>Snap-on Industrial</b>	<b>\$56,444.12</b>

**Recommendation:** Purchase from McDaniel Equipment Company for a total of \$54,995. Using Federal funds from the Innovative High School Grant.

**GCHS Soccer Field Phase 1 Bids  
October 13, 2022**

<u>Vendor</u>	<u>COST</u>
Ronnie Cooper Trucking & Dirt Work	\$206,350.00
Mid America Sports Construction	\$863,189.99

**Scope of Work :**

Soccer Field specifications (360 ft x 260 ft):

- \* Strip topsoil off, place sand and compact
- \* Fill with 2.5 feet of sand (8,660 yards)
- \* Replace topsoil on sand and grade to 1.5% slope grade on all outer edges for drainage

Driveway specifications:

- \* Install 15 ft x 350 ft (194 yards, 350 tons) driveway of oversize chert rock and compact

Parking lot specifications:

- \* Install 100 ft x 100 ft (370 yards, 666 tons) parking lot of oversize chert rock and compact

**Recommendation :** Ronnie Cooper Trucking and Dirt Work

**SGCHS Sports Complex Field Events  
October 13, 2022**

<u>Vendor</u>	<u>COST</u>
Hellas Construction, Inc.	\$327,410
Barnes and Brower	no bid

**Scope of Work :**

1. High Jump Pad - Construct one (1) high jump pad 50' X 100' x 5" reinforced with #4 rebar at 18" spacing in both directions
2. Long Jump/Triple Jump Landing Pits - Construct two (2) landing pits with 12" X 15" concrete curb, reinforced with two (2) #4 rebar. Provide and install specified 30 mil liner, 3/8" pea gravel, and pit sand.
3. Pole Vault Boxes - Provide and install one (1) stainless steel pole vault pole vault box in concrete.
4. Pole Vault Standard Pads - Construct one (1) pole vault standard pad 30" x 6.5" x 12".
5. Shot Put Pad - Construct one (1) shot put pad 10' x 10' x 5", reinforced with #4 rebar at 12" spacing in both directions.
6. Discus Pad - Construct one (1) discus pad 10' x 10' x 5", reinforced with #4 rebar at 12" spacing in both directions.




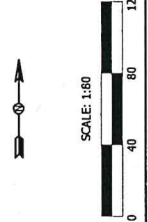
**Athletic Equipment:**

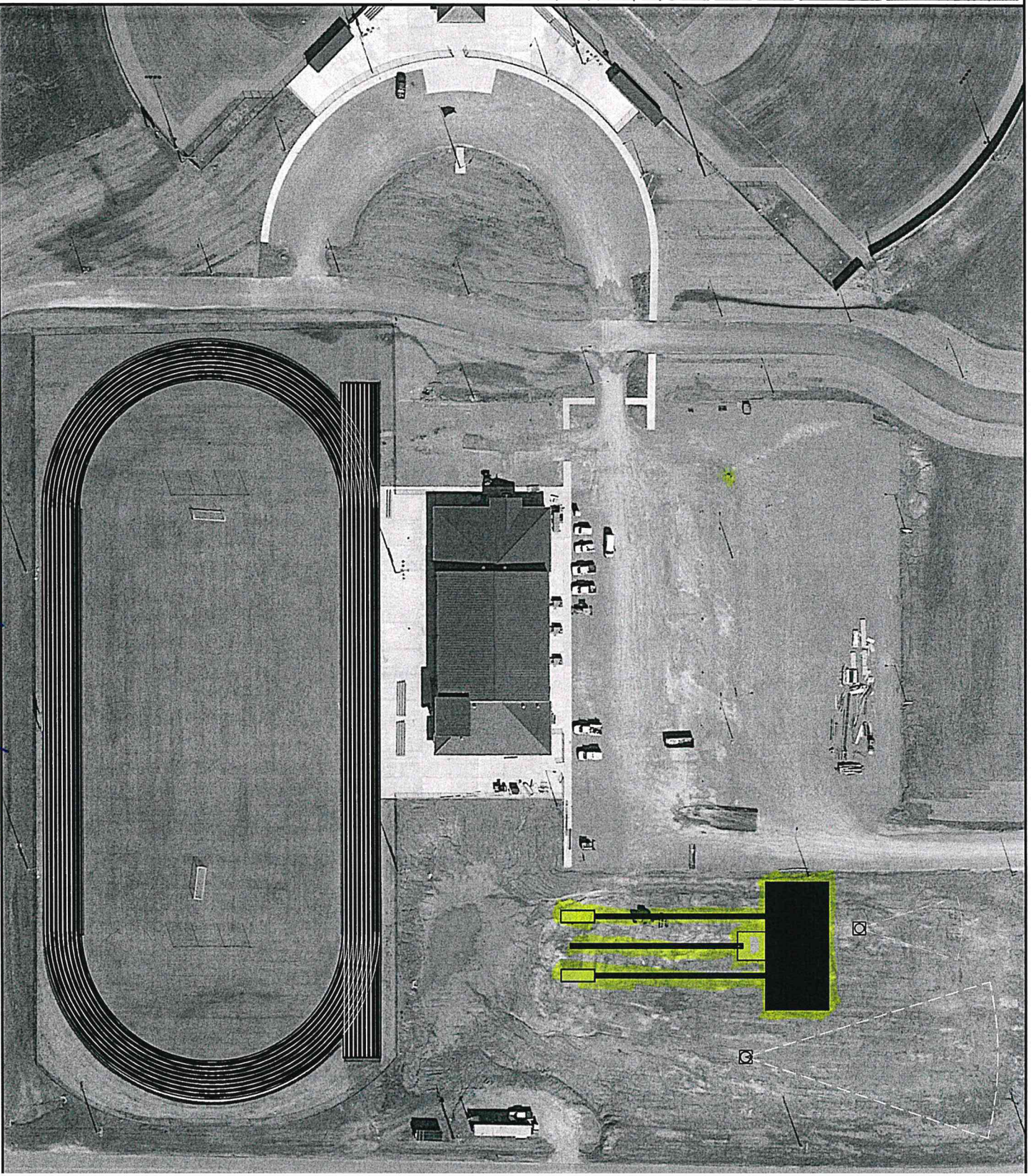
Provide and install the following athletic equipment:

- A. 2 - Long Jump/Triple Jump take-off board
- B. 1- Stainless steel pole vault box with cover
- C. 1 - shot Put Ring
- D. 1 - Shot Put toe Board
- E. 1 - Discus Pad
- F. 1- Discus Cage

**Recommendation :** Hellas Construction, Inc.

*SCHS Sports Complex - Field Events*

 <p>Helas Construction, Inc. 12000 West Farmer Lane Austin, TX 78613 (P) (512) 250-2910 (F) (512) 250-1960 helasconstruction.com</p>	<p>OWNER: Gibson County Special School District South Gibson County High School 10000 Arden Rd., Medina, TN 38355 731-793-0999</p>	<p>PROJECT: RUNNING TRACK &amp; FIELD EVENTS CONSTRUCTION/SURFACING</p>	<p>PROJECT LOCATION: MEDINA, TENNESSEE</p>			<p>COMMENTS: This drawing is accurate ONLY when printed on 11x17 paper. For visual purposes only, actual color may vary.</p>	<p>CREATED BY: DSR</p>	<p>DATE: AUGUST 5, 2022</p>	<p>REVISION: OPT A</p>	<p>SHEET TITLE: COLOR RENDERING</p>	<p>SHEET NUMBER: 1</p>	 <p>SCALE: 1:80 0 40 80 120</p>
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## 2022 Local Education Agency Compliance Report

Local education agencies (LEAs) are required to comply with all federal and state education laws and State Board of Education (SBE) rules. This annual compliance report is one mechanism the department uses to ensure education laws and rules are faithfully executed. The commissioner of education is charged with taking corrective action when an LEA is noncompliant with those laws and rules or is not following a department-approved compliance plan.

Each LEA must submit this report and, if applicable, the corresponding corrective action plan, to the department by **November 30, 2022**. During completion, an LEA should carefully check the status of its compliance with all federal and state education laws and SBE rules. The department monitors and verifies LEA compliance via multiple data sources (e.g., Education Information System, internal program managers) and will consider those sources in making a final determination of an LEA's compliance. Please be advised annual compliance report data may inform an LEA's approval classification.

- I certify that the LEA is in compliance with all federal and state education laws and SBE rules.
- I certify that, with the exception of areas indicated in the **attached corrective action plan**, the LEA is in compliance with all federal and state education laws and SBE rules.

**LEA Name:**

**Director of Schools/Superintendent Name:** *Eddie Pruett*

**Director of Schools/Superintendent Signature:** *Eddie Pruett*

**School Board Chair Name:** *Tom Lannom*

**School Board Chair Signature:**

**Date of School Board Approval:**

**UPLOAD COMPLETED REPORT TO ePlan BY NOVEMBER 30, 2022**

**(including the corresponding corrective action plan if applicable).**

**Upload instructions are accessible [here](#).**

# PROPOSED POLICY

<b>Gibson County Board of Education</b>			
Monitoring: <b>Review: Annually, in October</b>	Descriptor Term: <b>Emergency Preparedness Plan</b>	Descriptor Code: <b>3.202</b>	Issued Date:
		Rescinds:	Issued:

1 *General*

2 The Director of Schools shall be responsible for developing, maintaining, and acquiring board  
3 approval of the district Emergency Preparedness Plan<sup>1</sup> which shall include procedures for bomb  
4 threats, civil disturbances, armed intruders, earthquakes, fires, tornadoes or other severe weather, and  
5 medical emergencies.

6 The principal of each school shall develop and implement emergency preparedness drills which shall  
7 be approved by the Director of Schools. When appropriate, such drills shall be held in conjunction with  
8 emergency response agencies.

9 **FIRE AND SAFETY DRILLS**

10 The principal shall ensure that one (1) fire drill requiring full evacuation is given every thirty (30)  
11 school days, with two (2) fire drills occurring during the first thirty (30) full days of the school year.  
12 Additionally, he/she shall ensure that four (4) fire safety educational announcements are conducted  
13 throughout the year.<sup>2</sup>

14 The principal shall ensure that three (3) additional safety drills are given during the school year.<sup>3</sup> These  
15 drills may cover inclement weather, earthquakes, armed intruders, or other emergency drills that do not  
16 require full evacuation. A record of all fire or safety drills, including the time and date, shall be kept in  
17 each school's office.<sup>3</sup>

18 The principal shall regularly check the quantity, locations, and conditions of fire extinguishers and  
19 shall give all school personnel instructions on how to properly use fire extinguishers.

20 **ARMED INTRUDER DRILLS**

21 The principal shall ensure that the school safety team conducts at least one (1) armed intruder drill  
22 annually in coordination with local law enforcement.<sup>4</sup>

23 **AED DRILLS<sup>5</sup>**

24 All schools shall conduct a CPR and AED drill to ensure awareness of the steps that shall be taken in  
25 the event of a medical emergency. The principal shall ensure that the drill occurs.

26 The Director of Schools shall develop the necessary administrative procedures on AED and CPR  
27 training, planning, notification, and maintenance to comply with state law.

**1 MEDICAL EMERGENCIES/PANDEMIC FLU<sup>6</sup>**

2 In the event of medical emergencies such as a pandemic flu outbreak, school officials shall cooperate  
3 and consult with the local and state health departments and other local emergency or healthcare  
4 providers in protecting students and the community from further infection. The Director of Schools  
5 shall develop procedures for health emergencies in accordance with state law.

**6 REMOTE LEARNING DRILLS<sup>7</sup>**

7 At least once each school year, a remote learning drill shall be conducted. The drill shall accurately  
8 reflect how students will transition to remote learning in the event of a disruption to school operations.  
9 Students shall not be asked or required to transition to remote learning at any time during the drill.

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**Legal References**

1. TRR/MS 0520-01-02-.30(2); TCA 49-6-804; TCA 49-6-805(8)
2. TCA 68-102-137(b)
3. TCA 68-102-137(f)
4. TCA 49-6-807
5. TCA 49-2-122; TCA 49-6-1208
6. TCA 49-6-3004(a), (e); TCA 49-5-404
7. Public Acts of 2022, Chapter No. 936

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**Cross References**

Emergency Closings 1.8011  
Safety 3.201  
Community Use of School Facilities 3.206

# CURRENT POLICY

<b>Gibson County Board of Education</b>			
Monitoring: <b>Review: Annually, in October</b>	Descriptor Term: <b>Emergency Preparedness Plan</b>	Descriptor Code: <b>3.202</b>	Issued Date: <b>09/12/19</b>
		Rescinds: <b>3.202</b>	Issued: <b>12/14/17</b>

1 *General*

2 The Director of Schools shall be responsible for developing, maintaining, and acquiring board  
3 approval of the district Emergency Preparedness Plan<sup>1</sup> which shall include procedures for bomb  
4 threats, civil disturbances, armed intruders, earthquakes, fires, tornadoes or other severe weather, and  
5 medical emergencies.

6 The principal of each school shall develop and implement emergency preparedness drills which shall  
7 be approved by the Director of Schools. When appropriate, such drills shall be held in conjunction with  
8 emergency response agencies.

9 **FIRE AND SAFETY DRILLS**

10 The principal shall ensure that one (1) fire drill requiring full evacuation is given every thirty (30)  
11 school days, with two (2) fire drills occurring during the first thirty (30) full days of the school year.  
12 Additionally, he/she shall ensure that four (4) fire safety educational announcements are conducted  
13 throughout the year.<sup>2</sup>

14 The principal shall ensure that three (3) additional safety drills are given during the school year.<sup>3</sup> These  
15 drills may cover inclement weather, earthquakes, armed intruders, or other emergency drills that do not  
16 require full evacuation. A record of all fire or safety drills, including the time and date, shall be kept in  
17 each school's office.<sup>3</sup>

18 The principal shall regularly check the quantity, locations, and conditions of fire extinguishers and  
19 shall give all school personnel instructions on how to properly use fire extinguishers.

20 **ARMED INTRUDER DRILLS**

21 The principal shall ensure that the school safety team conducts at least one (1) armed intruder drill  
22 annually in coordination with local law enforcement.<sup>4</sup>

23 **AED DRILLS<sup>5</sup>**

24 All schools shall conduct a CPR and AED drill to ensure awareness of the steps that shall be taken in  
25 the event of a medical emergency. The principal shall ensure that the drill occurs.

26 The Director of Schools shall develop the necessary administrative procedures on AED and CPR  
27 training, planning, notification, and maintenance to comply with state law.

**1 MEDICAL EMERGENCIES/PANDEMIC FLU<sup>6</sup>**

- 2 In the event of medical emergencies such as a pandemic flu outbreak, school officials shall cooperate  
3 and consult with the local and state health departments and other local emergency or healthcare  
4 providers in protecting students and the community from further infection. The Director of Schools  
5 shall develop procedures for health emergencies in accordance with state law and regulations.

---

**Legal References**

1. TRR/MS 0520-01-03-.03(15); TCA 49-6-804
2. TCA 68-102-137(b)
3. TCA 68-102-137(f)
4. TCA 49-6-807
5. TCA 49-2-122; TCA 49-6-1208; Public Acts of 2019, Chapter No. 391
6. TCA 49-6-3004(a), (e); TCA 49-5-404

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**Cross References**

Emergency Closings 1.8011  
Safety 3.201  
Community Use of School Facilities 3.206

# PROPOSED POLICY

## Gibson County Board of Education

Monitoring: <b>Review: Annually, in December</b>	Descriptor Term: <b>Instructional Standards</b>	Descriptor Code: <b>4.101</b>	Issued Date:
		Rescinds:	Issued:

1 *General*

2 The Board is charged with selection of the curriculum. No subjects or topics prohibited by state or  
3 federal law shall be taught.<sup>1</sup> The Director of Schools shall develop administrative procedures to  
4 implement this policy.

5 **STATE STANDARDS<sup>2</sup>**

6 Only Tennessee state standards shall be taught within the school district. The following are prohibited:

- 7 1. Instructional materials, textbooks, or supplemental materials created to align exclusively with  
8 Common Core; or  
9  
10 2. Instructional materials, textbooks, or supplemental materials that are marketed or otherwise  
11 identified as Common Core textbooks or instructional materials.

12 Any complaints regarding the above shall be submitted per board policy 4.402.

13 **CURRICULUM AND INSTRUCTIONAL PROGRAMMING**

14 All curriculum and instructional programming implemented in the school district shall adhere to state  
15 and federal laws. District employees shall not include or promote any concepts that would violate state  
16 law when providing instruction, using instructional or supplemental materials, or when implementing  
17 the instructional program and curriculum.<sup>1</sup>

18 The Director shall develop procedures to ensure that the district's instructional program complies with  
19 state law.

20 Complaints regarding teaching prohibited concepts in violation of state law shall be submitted per the  
21 regulation developed by the Tennessee Department of Education.<sup>3</sup>

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Legal References

1. TCA 49-6-2202; TCA 49-6-1304; TCA 49-6-2206;  
TCA 49-6-1019
2. TCA 49-1-302(a)(8); TCA 49-1-314; Public Acts of  
2022, Chapter No. 1085
3. TRR/MS 0520-12-04

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Cross References

- Reconsideration of Textbooks and Instructional Materials  
4.402  
Controversial Issues 4.800  
Controversial Materials 4.801



# PROPOSED POLICY

## Gibson County Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term:  <b>Virtual Education Program</b>	Descriptor Code: <b>4.212</b>	Issued Date:
		Rescinds:	Issued:

1 *General*

2 The Gibson County Special School District virtual education program is a course or series of courses  
3 offered by a school district to provide students a broader range of educational opportunities through the  
4 use of technology. Utilizing this program is temporary and shall not replace a student's regular  
5 instructional program.<sup>1</sup>

6 Class size ratios for the virtual education program shall comply with the requirements as outlined in  
7 state law.<sup>2</sup>

8 Virtual education programs<sup>3</sup> shall be made available to students for the following purposes:

- 9 1. Academic remediation, enrichment, or providing students access to a wider range of courses;
- 10 11 2. Continuity of educational service for students who are homebound;<sup>4</sup>
- 12 13 3. Continuity of educational service for students who are quarantining;<sup>5</sup>
- 14 15 4. Continuity of educational service for students enrolled in an alternative school;<sup>6</sup> or
- 16 17 5. Continuity of educational service when the district utilizes remote instruction due to dangerous  
18 or extreme weather conditions, a serious outbreak of illness affecting or endangering students  
19 or staff, or during the administration of end of course examinations or other examinations as  
20 allowed per state law.<sup>7</sup>

21 **ELIGIBILITY AND PARTICIPATION REQUIREMENTS**

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

- 25 1. Attendance;
- 26 27 2. Grades;
- 28 29 3. Technology survey
- 30

## 1 ATTENDANCE

2 Student attendance in the virtual education program shall adhere to the general requirements of board  
3 policy 6.200 and any relevant administrative procedures.

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

5 1. Students participating in a phone call with a teacher, with parent/guardian support as  
6 appropriate for the age of the student;

7  
8 2. Students participating in synchronous virtual instruction;

9  
10 3. Students completing work in a learning management system;

11  
12 4. Students submitting work via hard-copy or virtual formats; or  
13

## 14 REMOVAL FROM VIRTUAL EDUCATION PROGRAM

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

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

19 1. Notification of parent/guardian;

20  
21 2. One-on-one assessment conducted by the principal/designee regarding any learning needs and  
22 academic performance; and  
23

## 24 ENROLLMENT AGREEMENT (if applicable)

25 The Director of Schools shall work with the Board's attorney to draft an enrollment agreement for  
26 students from other school districts that want access to virtual education program courses.

1. TRR/MS 0520-01-03-.05(2)
  2. TCA 49-1-104(h); State Board of Education Policy 3.206
  3. TCA 49-16-101; TRR/MS 0520-01-03-.05(2)(a)
  4. TRR/MS 0520-01-02-.10; TRR/MS 0520-01-09-.07
  5. TRR/MS 0520-01-13-.01(1)(d)(1)
  6. TRR/MS 0520-01-02-.09; Public Acts of 2022, Chapter No. 960
  7. Public Acts of 2022, Chapter No. 897
- Emergency Closings 1.8011  
Homebound Instruction 4.206  
Credit Recovery 4.210  
Alternative Education 6.319

# CURRENT POLICY

## Gibson County Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Virtual Education Program</b>	Descriptor Code: <b>4.212</b>	Issued Date: <b>11/09/21</b>
		Rescinds:	Issued:

1 *General*

2 The Gibson County Special School District virtual education program is a course or series of courses  
3 offered by a school district to provide students a broader range of educational opportunities through the  
4 use of technology. Utilizing this program is temporary and shall not replace a student's regular  
5 instructional program.<sup>1</sup>

6 Class size ratios for the virtual education program shall comply with the requirements as outlined in  
7 state law.<sup>2</sup>

8 Virtual education programs<sup>3</sup> shall be made available to students for the following purposes:

- 9 1. Academic remediation, enrichment, or providing students access to a wider range of courses;
- 10 11 2. Continuity of educational service for students who are homebound;<sup>4</sup>
- 12 13 3. Continuity of educational service for students who are quarantining;<sup>5</sup> and
- 14 15 4. Continuity of educational service for students enrolled in an alternative school.<sup>6</sup>

16 **ELIGIBILITY AND PARTICIPATION REQUIREMENTS**

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

- 20 1. Attendance;
- 21 22 2. Grades;
- 23 24 3. Technology survey; and

25 **ATTENDANCE**

26 Student attendance in the virtual education program shall adhere to the general requirements of board  
27 policy 6.200 and any relevant administrative procedures.

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

- 1 1. Students participating in a phone call with a teacher, with parent/guardian support as  
2 appropriate for the age of the student;
- 3
- 4 2. Students participating in synchronous virtual instruction;
- 5
- 6 3. Students completing work in a learning management system;
- 7
- 8 4. Students submitting work via hard-copy or virtual formats; or

## 9 **REMOVAL FROM VIRTUAL EDUCATION PROGRAM**

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

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

- 14 1. Notification of parent/guardian;
- 15
- 16 2. One-on-one assessment conducted by the principal/designee regarding any learning needs and  
17 academic performance; and

## 18 **ENROLLMENT AGREEMENT**

19 The Director of Schools shall work with the Board's attorney to draft an enrollment agreement for  
20 students from other school districts that want access to virtual education program courses.

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### Legal References

1. TRR/MS 0520-01-03-.05(2)
2. TCA 49-1-104(h); State Board of Education Policy  
3.206
3. TCA 49-16-101; TRR/MS 0520-01-03-.05(2)(a)
4. TRR/MS 0520-01-02-.10; TRR/MS 0520-01-09-.07
5. TRR/MS 0520-01-13-.01(1)(d)(1)
6. TRR/MS 0520-01-02-.09

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### Cross References

Homebound Instruction 4.206  
Credit Recovery 4.210  
Alternative Education 6.319

# PROPOSED POLICY

## Gibson County Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Reconsideration of Textbooks and Instructional Materials</b>	Descriptor Code: <b>4.402</b>	Issued Date:
		Rescinds:	Issued:

1 If a complaint is filed by a parent/guardian, employee, or student regrading textbooks or instructional  
2 materials, this process is to be followed:<sup>1</sup>

- 3 1. Inform the complainant of the selection procedures and make no commitments.
- 4
- 5 2. Request the complainant to submit a Request for Reconsideration of Textbooks and  
6 Instructional Materials form.
- 7
- 8 3. Inform the principal (and other appropriate personnel).
- 9
- 10 4. Keep challenged materials available for use during the reconsideration process. The materials  
11 shall be removed immediately if they:<sup>2</sup>
  - 12 a. Were created to align exclusively with Common Core; or
  - 13 b. Are marketed or otherwise identified as Common Core textbooks or instructional  
14 materials.
  - 15
  - 16
  - 17
- 18 5. Upon receipt of the completed form, the principal shall notify the Director of Schools.
- 19
- 20 6. The principal shall request review of the challenged materials by an ad hoc materials review  
21 committee within 15 working days. The review committee is appointed by the principal and  
22 includes representatives from classroom teachers, one or more parents, and may include one or  
23 more students. The principal will inform the Director of Schools of the review committee's  
24 progress.
- 25
- 26 7. The review committee shall take the following steps after receiving the challenged materials:
  - 27 a. Read, view, or listen to the contested material in its entirety;
  - 28 b. Check general acceptance of the material by reading recognized and evaluative reviews;
  - 29 c. Determine the extent to which the material supports the curriculum;
  - 30 d. Complete the appropriate Checklist for Reconsideration of Textbooks and Instructional  
31 Materials, judging the material for its strength and value; and
  - 32 e. Present recommendation to principal for further action and to the Director of Schools  
33 for purposes of information.
  - 34
  - 35

- 1 8. If the complainant desires further action after receiving the recommendation of the committee  
2 and the decision of the principal, an appeal may be made to the Board.

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Legal References

1. *Board of Education, Island Trees Union Free School District No. 26 v. Pico*, 457 U.S. 853, 102 S. Ct. 2799 (1982)
2. TCA 49-1-302(a)(8); TCA 49-1-314; TCA 49-6-2206; Public Acts of 2022, Chapter No. 1085

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Cross References

Instructional Standards 4.101  
Textbooks and Instructional Materials 4.400  
School and System Websites 4.407  
Controversial Materials 4.801

# PROPOSED POLICY

## Gibson County Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term:  <b>Library Materials</b>	Descriptor Code: <b>4.403</b>	Issued Date:
		Rescinds:	Issued:

### 1 *General*

2 The **Supervisor of Librarians** shall be responsible for library collection development. Library materials  
3 shall be reviewed to ensure the content aligns with state law.<sup>1</sup> The library collection shall adhere to the  
4 following criteria:

- 5 1. Materials shall be suitable for and consistent with the educational mission of the school;
- 6
- 7 2. Materials shall be appropriate for the age and maturity levels of the students who may access  
8 them. The determining factor will be based on an assessment of any mature themes or content  
9 (i.e., violence, sexual content, vulgar language, substance abuse);
- 10
- 11 3. Materials shall contain literary, historical, and/or artistic value and merit; and
- 12
- 13 4. The collection as a whole shall offer a variety of viewpoints.

14 **Supervisor of Librarians** shall be responsible for periodically reviewing the district's library collection  
15 in line with these established standards.

### 16 **COMPLAINTS**

17 If a complaint is made by an employee, student, or parent/guardian, this process is to be followed:

- 18 1. Inform the complainant of the selection procedures and make no commitments.
- 19
- 20 2. Request the complainant to submit a Request for Reconsideration of Library Materials form.
- 21
- 22 3. Inform the principal (and other appropriate personnel).
- 23
- 24 4. Keep challenged materials available for use during the reconsideration process.
- 25
- 26 5. Upon receipt of the completed form, the principal shall notify the Director of Schools.
- 27
- 28 6. The principal shall request review of the challenged materials by an ad hoc materials review  
29 committee within **ten** days. The review committee is appointed by the principal and includes  
30 certified library media personnel, representatives from classroom teachers, one or more parents,  
31 and may include one or more students. The principal will inform the Director of Schools of the

- 1 review committee's progress.  
2  
3 7. The review committee shall take the following steps after receiving the challenged materials:  
4  
5 a. Read, view, or listen to the contested material in its entirety;  
6 b. Check general acceptance of the material by reading recognized and evaluative reviews;  
7 c. Determine the extent to which the material supports the educational mission of the  
8 school;  
9 d. Complete the appropriate Checklist for Reconsideration of Library Materials, judging  
10 the material for its strength and value; and  
11 e. Present recommendation to principal for further action and to the Director of Schools  
12 for purposes of information.  
13  
14 8. If the complainant desires further action after receiving the recommendation of the committee  
15 and the decision of the principal, an appeal may be made to the Board.

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Legal References

1. *Board of Education, Island Trees Union Free School District No. 26 v. Pico*, 457 U.S. 853, 102 S. Ct. 2799 (1982); Public Acts of 2022, Chapter No. 744

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Cross References

Textbooks and Instructional Materials 4.400  
School and System Websites 4.407  
Controversial Materials 4.801

# PROPOSED POLICY

<b>Gibson County Board of Education</b>			
Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Use of the Internet</b>	Descriptor Code: <b>4.406</b>	Issued Date: Click here to enter a date.
		Rescinds:	Issued:

1 The Board supports the right of staff and students to have reasonable access to various information  
2 formats and believes that it is incumbent upon staff and students to use this privilege in an appropriate  
3 and responsible manner.

## 4 **EMPLOYEES**

5 Before any employee is allowed use of the district's internet or intranet access, the employee shall sign  
6 a written agreement, developed by the Director of Schools/designee that sets out the terms and conditions  
7 of such use. Any employee who accesses the district's computer system for any purpose agrees to be  
8 bound by the terms of that agreement, even if no signed written agreement is on file.

9 The Director of Schools shall develop and implement procedures for appropriate internet use which shall  
10 address the following:

- 11 1. Development of the Network and Internet Use Agreement;
- 12
- 13 2. General rules and ethics of internet access;
- 14
- 15 3. Guidelines regarding appropriate instruction and oversight of student internet use;
- 16
- 17 4. Prohibited and illegal activities including, but not limited to, the following:<sup>1</sup>
  - 18 • Sending or displaying offensive messages or pictures;
  - 19 • Using obscene language;
  - 20 • Harassing, insulting, defaming, or attacking others;
  - 21 • Damaging computers, computer systems, or computer networks;
  - 22 • Hacking or attempting unauthorized access to any computer;
  - 23 • Violation of copyright laws;
  - 24 • Trespassing in another's folders, work, or files;
  - 25 • Intentional misuse of resources;
  - 26 • Using another's password or other identifier (impersonation);
  - 27 • Using the network for commercial purposes; and
  - 28 • Buying or selling on the internet.

## 29 **STUDENTS**

1 The Director of Schools shall develop and implement procedures for appropriate internet use by students.  
2 Procedures shall address the following:

- 3 1. General rules and ethics of internet use; and
- 4 2. Prohibited or illegal activities including, but not limited to:<sup>1</sup>
  - 5 • Sending or displaying offensive messages or pictures;
  - 6 • Using obscene language;
  - 7 • Harassing, insulting, defaming, or attacking others;
  - 8 • Damaging computers, computer systems, or computer networks;
  - 9 • Hacking or attempting unauthorized access;
  - 10 • Violation of copyright laws;
  - 11 • Trespassing in another's folders, work, or files;
  - 12 • Intentional misuse of resources;
  - 13 • Using another's password or other identifier (impersonation);
  - 14 • Using the network for commercial purposes; and
  - 15 • Buying or selling on the internet.

## 16 **INTERNET SAFETY MEASURES<sup>2</sup>**

17 Internet safety measures shall be implemented that effectively address the following:

- 18 1. Controlling access by students to inappropriate matter on the internet and world wide  
19 web;
- 20 2. Safety and security of students when they are using electronic mail, chat rooms, and  
21 other forms of direct electronic communications;
- 22 3. Preventing unauthorized access, including "hacking" and other unlawful activities by  
23 students online;
- 24 4. Unauthorized disclosure, use, and dissemination of personal information regarding  
25 students; and
- 26 5. Restricting students' access to materials harmful to them.

31 The Director of Schools/designee shall establish a process to ensure the district's education technology  
32 is not used for purposes prohibited by law or for accessing sexually explicit materials. The process shall  
33 include, but not be limited to:

- 34 1. Utilizing technology that filters, blocks, or otherwise prevents internet access (for both  
35 students and adults) to material that is obscene or pornographic;<sup>3</sup>
- 36 2. Prohibiting and preventing a use from sending, receiving, viewing, or downloading  
37 materials that are deemed to be harmful to minors;<sup>4</sup>
- 38 3. Maintaining and securing a usage log; and
- 39
- 40
- 41

1           4. Monitoring online activities of students.<sup>2</sup>

2     The Board shall provide reasonable public notice of and at least one (1) public hearing or meeting to  
3     address and communicate its internet safety measures.<sup>2</sup>

4     A written parental consent shall be required prior to the student being granted access to electronic media  
5     involving district technological resources. The required permission/agreement form, which shall specify  
6     acceptable uses, rules of online behavior, access privileges, and penalties for policy/procedural  
7     violations, must be signed by the parent/guardian of minor students (those under 18 years of age) and  
8     also by the student. This document shall be executed each year and shall be valid only in the school year  
9     in which it was signed unless parent(s)/guardian(s) provide written notice that consent is withdrawn. In  
10    order to rescind the agreement, the student's parent/guardian (or the student who is at least 18 years old)  
11    must provide the Director of Schools with a written request.

12    Complaints alleging a violation of the internet safety measures shall be submitted to the **Lead**  
13    **Technology Coordinator**. All complaints shall be reviewed to determine how to appropriately respond.

14    **EMAIL**

15    Users with network access shall not utilize district resources to establish electronic mail accounts through  
16    third-party providers or any other nonstandard electronic mail system. All data including email  
17    communications stored or transmitted on school district computers shall be monitored.  
18    Employees/students have no expectation of privacy with regard to such data. Email correspondence may  
19    be a public record under the public records law and may be subject to public inspection.<sup>5</sup>

20    **INTERNET SAFETY INSTRUCTION<sup>6</sup>**

21    Students will be given appropriate instruction in internet safety as a part of any instruction utilizing  
22    computer resources. The Director of Schools shall provide adequate in-service instruction on internet  
23    safety. Parent(s)/guardian(s) and students will be provided with material to raise awareness of the  
24    dangers posed by the internet and ways in which the internet may be used safely.

25    **SOCIAL NETWORKING**

- 26           1. District staff who have a presence on social networking websites are prohibited from posting  
27           data, documents, photographs, or inappropriate information that is likely to create a material and  
28           substantial disruption of classroom activity.
- 29           2. District staff are prohibited from accessing personal social networking sites on school computers  
30           or during school hours except for legitimate instructional purposes.
- 31           3. The Board discourages district staff from socializing with students on social networking  
32           websites. The same relationship, exchange, interaction, information, or behavior that would be  
33           unacceptable in a non-technological medium is unacceptable when done through the use of  
34           technology.

35    **VIOLATIONS**

1 Violations of this policy or a corresponding administrative procedure shall be handled in accordance  
2 with the existing disciplinary procedures of the district.

### 3 **VENDOR CONTRACTS<sup>3</sup>**

4 Prior to entering into any contract for the provision of digital or online materials created or marketed  
5 for kindergarten through grade twelve (K-12), the district shall obtain an assurance that the vendor  
6 shall adhere to state law. This determination includes ensuring that the vendor filters, blocks, or  
7 otherwise prevents access to pornography or obscenity and verifying that the technology prevents a  
8 user from sending, receiving, viewing, or downloading materials that are harmful to minors.

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#### Legal References

1. TCA 39-14-602
2. 47 USCA § 254 (h)(5)(A) – (C), 254(l); 47 CFR § 54.520(c)(1)(i); 20 USCA § 7131
3. Public Acts of 2022, Chapter No. 1002
4. TCA 39-17-901; Public Acts of 2022, Chapter No. 1002
5. TCA 10-7-512
6. TCA 49-1-221

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#### Cross References

Use of Email 1.805  
School and System Websites 4.407  
Controversial Materials 4.801  
Student Publications 6.704

# CURRENT POLICY

Gibson County Board of Education			
Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Use of the Internet</b>	Descriptor Code: <b>4.406</b>	Issued Date: <b>05/09/17</b>
		Rescinds: <b>4.406</b>	Issued: <b>05/14/09</b>

1 The board supports the right of staff and students to have reasonable access to various information  
2 formats and believes that it is incumbent upon staff and students to use this privilege in an appropriate  
3 and responsible manner.

## 4 **Employees**

5 Before any employee is allowed use of the district's Internet or intranet access, the employee shall sign  
6 a written agreement, developed by the director/designee that sets out the terms and conditions of such  
7 use. Any employee who accesses the district's computer system for any purpose agrees to be bound by  
8 the terms of that agreement, even if no signed written agreement is on file.

9 The director of schools shall develop and implement procedures for appropriate Internet use which shall  
10 address the following:

- 11 1. Development of the Network and Internet Use Agreement.
- 12 2. General rules and ethics of Internet access.
- 13 3. Guidelines regarding appropriate instruction and oversight of student Internet use.
- 14 4. Prohibited and illegal activities, including but not limited to the following:<sup>1</sup>
  - 15 • Sending or displaying offensive messages or pictures;
  - 16 • Using obscene language;
  - 17 • Harassing, insulting, defaming, or attacking others;
  - 18 • Damaging computers, computer systems or computer networks;
  - 19 • Hacking or attempting unauthorized access to any computer;
  - 20 • Violation of copyright laws;
  - 21 • Trespassing in another's folders, work, or files;
  - 22 • Intentional misuse of resources;
  - 23 • Using another's password or other identifier (impersonation);
  - 24 • Use of the network for commercial purposes; and
  - 25 • Buying or selling on the Internet.

## 26 **Students**

27 The director of schools shall develop and implement procedures for appropriate Internet use by students.  
28 Procedures shall address the following:

- 29 1. General rules and ethics of Internet use.
- 30 2. Prohibited or illegal activities, including, but not limited to:<sup>1</sup>
  - 31 • Sending or displaying offensive messages or pictures;
  - 32 • Using obscene language;

- 1 • Harassing, insulting, defaming, or attacking others;
- 2 • Damaging computers, computer systems or computer networks;
- 3 • Hacking or attempting unauthorized access;
- 4 • Violation of copyright laws;
- 5 • Trespassing in another's folders, work, or files;
- 6 • Intentional misuse of resources;
- 7 • Using another's password or other identifier (impersonation);
- 8 • Use of the network for commercial purposes; and
- 9 • Buying or selling on the Internet.

## 10 **INTERNET SAFETY MEASURES<sup>2</sup>**

11 Internet safety measures shall be implemented that effectively address the following:

- 12 • Controlling access by students to inappropriate matter on the Internet and World Wide
- 13 Web;
- 14 • Safety and security of students when they are using electronic mail, chat rooms, and other
- 15 forms of direct electronic communications;
- 16 • Preventing unauthorized access, including "hacking" and other unlawful activities by
- 17 students on-line;
- 18 • Unauthorized disclosure, use and dissemination of personal information regarding
- 19 students; and
- 20 • Restricting students' access to materials harmful to them.

21 The director of schools/designee shall establish a process to ensure the district's education technology is  
22 not used for purposes prohibited by law or for accessing sexually explicit materials. The process shall  
23 include, but not be limited to:

- 24 • Utilizing technology that blocks or filters Internet access (for both students and adults) to
- 25 material that is obscene, child pornography or harmful to students;
- 26 • Maintaining and securing a usage log; and
- 27 • Monitoring on-line activities of students.<sup>2</sup>

28 The board shall provide reasonable public notice of, and at least one (1) public hearing or meeting to  
29 address and communicate, its Internet safety measures.<sup>2</sup>

30 A written parental consent shall be required prior to the student being granted access to electronic media  
31 involving district technological resources. The required permission/agreement form, which shall specify  
32 acceptable uses, rules of on-line behavior, access privileges and penalties for policy/ procedural  
33 violations, must be signed by the parent/legal guardian of minor students (those under 18 years of age)  
34 and also by the student. This document shall be executed each year and shall be valid only in the school  
35 year in which it was signed unless parent(s) provide written notice that consent is withdrawn. In order  
36 to rescind the agreement, the student's parent/guardian (or the student who is at least 18 years old) must  
37 provide the director of schools with a written request.

## 38 **E-MAIL**

- 1 Users with network access shall not utilize district resources to establish electronic mail accounts  
2 through third-party providers or any other nonstandard electronic mail system. All data including e-mail  
3 communications stored or transmitted on school system computers shall be monitored.  
4 Employees/students have no expectation of privacy with regard to such data. E-mail correspondence  
5 may be a public record under the public records law and may be subject to public inspection.<sup>3</sup>

## 6 **INTERNET SAFETY INSTRUCTION<sup>4</sup>**

- 7 Students will be given appropriate instruction in internet safety as a part of any instruction utilizing  
8 computer resources. The director shall provide adequate in-service instruction on internet safety. Parents  
9 and students will be provided with material to raise awareness of the dangers posed by the internet and  
10 ways in which the internet may be used safely.

## 11 **SOCIAL NETWORKING**

- 12 1. District staff who have a presence on social networking websites are prohibited from posting  
13 data, documents, photographs, or inappropriate information that is likely to create a material and  
14 substantial disruption of classroom activity.
- 15 2. District staff are prohibited from accessing personal social networking sites on school computers  
16 or during school hours except for legitimate instructional purposes.
- 17 3. The board discourages district staff from socializing with students on social networking websites.  
18 The same relationship, exchange, interaction, information, or behavior that would be  
19 unacceptable in a non-technological medium is unacceptable when done through the use of  
20 technology.

## 21 **VIOLATIONS**

- 22 Violations of this policy or a procedure promulgated under its authority shall be handled in accordance  
23 with the existing disciplinary procedures of this District.

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### Legal References

1. TCA 39-14-602
2. Children's Internet Protection Act (Public Law 106-554)
3. TCA 10-7-512
4. TCA 49-1-221

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### Cross References

- Use of Electronic Mail (e-mail) 1.805  
School and System Websites 4.407

# PROPOSED POLICY

<b>Gibson County Board of Education</b>			
Monitoring:  <b>Review: Annually, in December</b>	Descriptor Term:  <h2 style="text-align: center;">Promotion and Retention</h2>	Descriptor Code: <h3 style="text-align: center;">4.603</h3>	Issued Date:  <hr/> Issued:
		Rescinds:	

1 *General*

2 All promotion and retention decisions shall be made on a case-by-case basis and comply with state and  
 3 federal law. All decisions shall be made in consultation with a student’s IEP and/or 504 team, if  
 4 applicable.<sup>1</sup>

5 Students who have difficulty in achieving the requirements for promotion may be considered for  
 6 retention. Schools shall identify these students by February 1<sup>st</sup>. Factors used to identify students for  
 7 retention shall include:<sup>2</sup>

- 8 1. Ability to perform at the current grade level;
- 9
- 10 2. Results of local assessments, screening, or monitoring tools;
- 11
- 12 3. State assessments, as applicable;
- 13
- 14 4. Home Literacy Reports;<sup>3</sup>
- 15
- 16 5. Overall academic achievement of the student;
- 17
- 18 6. Likelihood of success with more difficult material if promoted to the next grade;
- 19
- 20 7. Attendance record; and
- 21
- 22 8. The student’s maturity.

23 Students may be identified for retention after the February 1<sup>st</sup> deadline if the delay in identifying a  
 24 student is due to:<sup>4</sup>

- 25 1. Date of enrollment;
- 26
- 27 2. Additional information acquired after results of local assessment, screening, or monitoring are  
 28 released; or
- 29

30 **PROMOTION PLANS<sup>5</sup>**

1 When a student is identified for retention, the student's parent(s)/guardian(s) shall be notified within  
2 fifteen (15) calendar days, and an individualized promotion plan shall be developed to help the student  
3 avoid retention. The plan shall be developed in coordination with the student's teachers, IEP or 504  
4 team, if applicable, and may also include input from the student's parent(s)/guardian(s), school  
5 counselor, or other appropriate school personnel.

6 Promotion plans shall incorporate evidence-based strategies, including expectations and measurements  
7 that will verify whether a student has made sufficient progress to be promoted to the next grade level,  
8 and be tailored to the student's learning needs. Promotion plans for students in third and fourth grade  
9 will include additional requirements for promoting students in these grades. A copy of the plan will be  
10 provided to the student's parent(s)/guardian(s), and the school shall offer the opportunity for a parent-  
11 teacher conference to discuss the plan. If a student is not making progress on the promotion plan, then  
12 the strategies shall be modified. Parent(s)/guardian(s) shall be provided with any changes to the  
13 promotion plan.

14 A student who demonstrates sufficient academic progress according to his/her promotion plan shall be  
15 promoted to the next grade level unless retention is required per additional requirements for students in  
16 third and fourth grade.<sup>6</sup>

17 If a student has not demonstrated sufficient academic progress according to his/her promotion plan by  
18 the end of the school year, the student shall be eligible to enroll in a summer reading or learning  
19 program, if available. Parent(s)/guardian(s) shall be notified of a decision for retention at least ten (10)  
20 calendar days prior to the start of the next school year if the student was enrolled in a summer program.  
21 However, if the student wasn't enrolled in a summer program, the parent(s)/guardian(s) shall be  
22 notified of a decision for retention at least thirty (30) calendar days prior to the start of the next school  
23 year.<sup>7</sup>

## 24 **RETENTION<sup>6</sup>**

25 A student may be retained when such retention is in the best interests of the student or when retention  
26 is required per additional requirements for students in third and fourth grade.

### 27 *Decision of Retention – General<sup>8</sup>*

28 If a student is retained, the Director of Schools/designee shall develop an individualized academic  
29 remediation plan within thirty (30) calendar days after the beginning of the next school year. A copy of  
30 the plan shall be provided to the student's parent(s)/guardian(s) within ten (10) calendar days of its  
31 development. The plan shall include at least one of the following strategies:

- 32 1. Adjustment to the current instructional strategies or materials;
- 33
- 34 2. Additional instructional time;
- 35
- 36 3. Individual tutoring;
- 37

- 1 4. Modification to the student's classroom assignment to ensure the student receives  
2 instruction from a teacher with a level of overall effectiveness of above expectations (level  
3 4) or significantly above expectations (level 5); or  
4
- 5 5. Attendance or truancy interventions.

6 A student shall not be retained more than once in any grade. The progress of students who are retained  
7 shall be closely monitored and reported to parent(s)/guardian(s) at least three (3) times during the  
8 school year in which the student is retained. The Director of Schools shall develop procedures to  
9 ensure appropriate recordkeeping of students who are retained.

#### 10 *Decision of Retention – Third Grade*<sup>9</sup>

11 Third grade students shall not be promoted to the next grade unless they are determined to be  
12 proficient (i.e., receive a performance level rating of “on track” or “mastered”) in English language arts  
13 (ELA) based on the student's most recent TCAP test.

14 Students who are not proficient in ELA may still be promoted if the following conditions are met:

- 15 1. A student in third grade receiving a performance level rating of “approaching” on the ELA  
16 portion of the student's most recent TCAP test may be promoted if:  
17
  - 18 a. The student is an English language learner and has received less than two (2) full years  
19 of ELA instruction;
  - 20 b. The student was previously retained in grades K-3;
  - 21 c. The student is retested before the next school year and scores proficient in ELA;
  - 22 d. The student attends a learning loss bridge camp before the next school year, maintains a  
23 ninety percent (90%) attendance rate, and demonstrates adequate growth on the post-  
24 test at the end of the camp; or
  - 25 e. The student receives tutoring for the entirety of the next school year in accordance with  
26 state law.
- 27  
28 2. A student in third grade receiving a performance level rating of “below” on the ELA portion of  
29 the student's most recent TCAP test may be promoted if:  
30
  - 31 a. The student is an English language learner and has received less than two (2) full years  
32 of ELA instruction;
  - 33 b. The student was previously retained in grades K-3;
  - 34 c. The student is retested before the next school year and scores proficient in ELA; or
  - 35 d. The student attends a learning loss bridge camp before the next school year, maintains a  
36 ninety percent (90%) attendance rate, and receives tutoring for the entirety of the next  
37 school year in accordance with state law.

#### 38 *Decision of Retention – Fourth Grade*<sup>9</sup>

39 Students in the following categories shall show adequate growth in the following ways before being  
40 promoted to the fifth grade:

1 A student who is promoted to the fourth grade due to receiving tutoring for the entirety of the next  
2 school year in accordance with state law or because of attending a learning loss bridge camp must  
3 maintain a ninety percent (90%) attendance rate; and  
4

5 1. A student receiving tutoring for the entirety of the next school year in accordance with state law  
6 shall be required to show adequate growth on the fourth grade ELA portion of TCAP before the  
7 student may be promoted to fifth grade.

8 A student shall not be retained more than once in fourth grade.

9 *Decision of Retention – Students with Disabilities*<sup>10</sup>

10 Retention and promotion decisions shall be made on a case-by-case basis and in consultation with the  
11 student’s IEP and/or 504 team to determine whether the student’s performance on the ELA portion of  
12 TCAP was due to the student’s disability. The school district shall not retain a student with a disability  
13 or a suspected disability that impacts their ability to read.

14 **APPEALS**<sup>7,11</sup>

15 When a student is identified for retention, the parent(s)/guardian(s) shall be notified about the decision  
16 to retain the student and provided with information on the right to appeal the decision. Appeals shall be  
17 made to a committee appointed by the principal within **five** days. The student and his/her  
18 parent(s)/guardian(s) shall be provided written or actual notice of the appeal hearing and shall be given  
19 the opportunity to address the committee. The committee shall conduct a hearing within **five** days to  
20 determine if the student will be promoted and issue such decision within **three** days. Upon notification  
21 of the committee decision, the principal shall send written notification to the Director of  
22 Schools/designee and the parent(s)/guardian(s). The notification shall advise parent(s)/guardian(s) of  
23 their right to appeal such action within **five** days to the Director of Schools/designee.

24 The appeal shall be heard no later than ten (10) business days after the request for appeal is received. A  
25 decision shall be issued within **three** days.

26 Within five (5) business days of the Director of Schools/designee rendering a decision, the student's  
27 parent(s)/guardian(s) may request a hearing by the Board, and the Board shall review the record.  
28 Following the review, the Board may affirm or overturn the decision of the Director of Schools/designee.  
29 The action of the Board shall be final.

30 For students where retention is required per the additional requirements for students in third and fourth  
31 grade, parent(s)/guardian(s) may appeal this decision directly to the Department of Education in  
32 accordance with state law.<sup>12</sup>

33

34

35

1 **CARNEGIE UNIT REQUIREMENT FOR GRADES 9-12**

2 In order to promote to the next grade, students must complete and/or accrue the prescribed number of  
3 credits (Carnegie units) per grade level designated by the Board of Education and the State of  
4 Tennessee.

5 5 credits (Carnegie units) or more at the end of the 9th grade  
6 11 credits (Carnegie units) or more at the end of the 10th grade  
7 16 credits (Carnegie units) or more at the end of the 11th grade  
8 24 credits (Carnegie units) or more at the end of the 12th grade

9 Credits (Carnegie units) include the passing of required courses as set forth by the Board and the State  
10 of Tennessee.

11 Student must complete 24 credits before being eligible to graduate from Gibson County High School  
12 and South Gibson County High School.

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Legal References

1. 20 USCA § 1400 *et seq.*; 29 U.S.C. § 794 (Section 504); TRR/MS 0520-01-03-.16; TCA 49-6-3115
2. TRR/MS 0520-01-03-.16(5)
3. TCA 49-1-905(e)
4. TRR/MS 0520-01-03-.16(4)
5. TRR/MS 0520-01-03-.16(6)
6. TRR/MS 0520-01-03-.16(6)(f)
7. TRR/MS 0520-01-03-.16(6)(e)
8. TRR/MS 0520-01-03-.16(6)(g)
9. TRR/MS 0520-01-03-.16(7)
10. 29 U.S.C. § 794 (Section 504); 20 USCA § 1400 *et seq.*; TRR/MS 0520-01-03-.16(7)(e)
11. TRR/MS 0520-01-03-.16(3); TRR/MS 0520-01-02-.17(7); TCA 49-6-3102(e)(1)
12. TRR/MS 0520-01-03-.16(7)(f)

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Cross References

Credit Recovery 4.210  
Grading System 4.600  
Reporting Student Progress 4.601  
Attendance 6.200  
Student Assignments 6.205  
Homeless Students 6.503  
Student Records 6.600

# CURRENT POLICY

## Gibson County Board of Education

Monitoring: <b>Review: Annually, in December</b>	Descriptor Term:  <b>Promotion and Retention</b>	Descriptor Code: <b>4.603</b>	Issued Date: <b>08/08/19</b>
		Rescinds: <b>4.603</b>	Issued: <b>04/12/18</b>

### 1 **PROMOTION**<sup>1</sup>

2 The Director of Schools/designee shall promote students to the next grade level based on the  
3 successful completion of required academic work or demonstration of satisfactory progress in each of  
4 the relevant academic areas. However, no student enrolled in the third grade shall be promoted unless  
5 the student has shown a basic understanding of curriculum and the ability to perform the skills required  
6 in the subject of reading as demonstrated by the student's grades or standardized test results. This  
7 requirement shall not apply to students who are participating in a board-approved, research-based  
8 intervention prior to the beginning of the next school year or to students who have an individualized  
9 education program (IEP).<sup>2</sup>

10 Students who have difficulty in achieving the requirements for promotion **may be considered** for  
11 retention. Schools shall identify these students by February 1<sup>st</sup>. Factors used to identify students for  
12 retention shall include:<sup>1</sup>

- 13 1. Ability to perform at the current grade level;
- 14
- 15 2. Results of local assessments, screening, or monitoring tools;
- 16
- 17 3. State assessments, as applicable;
- 18
- 19 4. Overall academic achievement of the student;
- 20
- 21 5. Likelihood of success with more difficult material if promoted to the next grade;
- 22
- 23 6. Attendance record; and
- 24
- 25 7. Social and emotional maturity.

26 Students may be identified for retention after the February 1<sup>st</sup> deadline if the delay in identifying a  
27 student is due to:

- 28 1. Date of enrollment; or
- 29
- 30 2. Additional information acquired after results of local assessment, screening, or monitoring are  
31 released.
- 32

1 When a student is **considered** for retention, the student's parent(s)/guardian(s) shall be notified within  
3 fifteen (15) calendar days, and an individualized promotion plan shall be developed to help the student  
4 avoid retention. The plan shall be developed in coordination with the student's teachers and may also  
5 include input from the student's parent(s)/guardian(s), school counselor, or other appropriate school  
6 personnel. A copy of the plan will be provided to the student's parent(s)/guardian(s).

6 The Director of Schools shall develop procedures governing how decisions on retention will be made  
7 after the student begins work on his/her individualized promotion plan.

#### 8 *K – 3 Reading Notification*

9 If it is determined through a student's overall performance or a state or local assessment that a student  
10 in grades kindergarten through three (K-3) is not meeting grade-level standards in reading, the  
11 student's parent(s)/guardian(s) shall be notified within fifteen (15) calendar days of such  
12 determination.

### 13 **RETENTION<sup>1</sup>**

14 A student may be retained when such retention is in the best interest of the student. However, a student  
15 shall not be retained more than once in any grade.

16 If a student is retained, the Director of Schools/designee shall develop an individualized academic  
17 remediation plan prior to the start of the next school year. A copy of the plan shall be provided to the  
18 student's parent(s)/guardian(s) within ten (10) calendar days of its development. This plan shall  
19 include at least one of the following strategies:

- 20 1. Adjustment to the current instructional strategies or materials;
- 21
- 22 2. Additional instructional time;
- 23
- 24 3. Individual tutoring outside of school hours;
- 25
- 26 4. Modification to the student's classroom assignment to ensure the student receives  
27 instruction from a teacher with a level of overall effectiveness of above expectations (level  
28 4) or significantly above expectations (level 5); or
- 29
- 30 5. Attendance or truancy interventions.

31 The Director of Schools shall develop procedures to ensure appropriate recordkeeping of students who  
32 are retained.

33 For the purpose of determining the effectiveness of retention toward improving student achievement,  
34 the progress of retained students shall be closely monitored and reported to parent(s)/guardian(s) at  
35 least three (3) times during the school year in which the student is retained.

**CARNEGIE UNIT REQUIREMENT FOR GRADES 9-12**

In order to promote to the next grade, students must complete and/or accrue the prescribed number of credits (Carnegie units) per grade level designated by the Board of Education and the State of Tennessee.

5 credits (Carnegie units) or more at the end of the 9th grade

11 credits (Carnegie units) or more at the end of the 10th grade

16 credits (Carnegie units) or more at the end of the 11th grade

24 credits (Carnegie units) or more at the end of the 12th grade

Credits (Carnegie units) include the passing of required courses as set forth by the Board and the State of Tennessee.

Student must complete 24 credits before being eligible to graduate from Gibson County High School and South Gibson County High School.

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**Legal References**

1. State Board of Education Policy 3.300; TRR/MS 0520-01-03-.05(3)(b)
2. TCA 49-6-3115; 20 USCA § 1400 et seq.

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**Cross References**

Credit Recovery 4.210  
Grading System 4.600  
Reporting Student Progress 4.601  
Attendance 6.200  
Student Assignments 6.205

# PROPOSED POLICY

## Gibson County Board of Education

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term:  <b>Employment of Retirees</b>	Descriptor Code: <b>5.119</b>	Issued Date:
		Rescinds:	Issued:

1 *General*

2 The Director of Schools may hire a retired individual if certain conditions are met as provided for in  
3 state law.

4 **EMPLOYMENT CONTRACTS FOR UP TO 120 DAYS**

5 Teachers who retire under the Tennessee Consolidated Retirement System (TCRS) may be employed  
6 for up to one hundred twenty (120) days per year without loss of retirement benefits. Retired teachers  
7 may substitute teach for additional days if the Director of Schools certifies in writing to the Division of  
8 Retirement that no other qualified personnel are available to substitute teach.<sup>1</sup>

9 **EMPLOYMENT CONTRACTS FOR ONE YEAR**

10 The Director of Schools may employ teachers retired for at least one (1) year for full-time employment  
11 as a kindergarten through twelfth (K-12) grade teacher on a year-to-year basis. Retirement benefits will  
12 not be lost or suspended under certain conditions which include, but are not limited to, the following:<sup>2</sup>

- 13 1. The Director of Schools of the employing district shall certify in writing that no other qualified  
14 individuals are available to fill the position;
- 15 2. The Commissioner of Education shall certify that the employing school district serves an area  
16 that lacks qualified teachers to serve in the position to be filled;
- 17 3. The retired teacher shall hold a valid license and shall not be entitled to tenure status;
- 18 4. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or  
19 receive medical insurance coverage; and
- 20 5. The salary paid to the retired teacher shall not be less than the rate of compensation set by the  
21 Board for teachers with no experience filling similar positions or more than eighty-five percent  
22 (85%) of the rate of compensation set by the Board for teachers with comparable training and  
23 years of experience filling similar positions.
- 24
- 25
- 26
- 27

1 **ADDITIONAL EMPLOYMENT OPTION FOR RETIREES<sup>3</sup>**

2 Retired members of TCRS or a similar system may be offered reemployment for up to one (1) year as  
3 a kindergarten through twelfth (K-12) grade teacher, substitute teacher, or bus driver under the  
4 following conditions:

- 5 1. The retired member has been retired for at least sixty (60) calendar days;
- 6  
7 2. The retirement benefit payable to the retired member is reduced to seventy percent (70%) of the  
8 retirement allowance;
- 9  
10 3. The retired member's employment can't be longer than a one (1) year period; however, the  
11 retired member can be reemployed for additional one (1) year periods;
- 12  
13 4. The retired member is not drawing disability retirement benefits; and
- 14  
15 5. The retired member can't accrue additional retirement benefits.

16 The Director of Schools shall notify TCRS of the member's reemployment and certify in writing that  
17 the retired member has the required experience and training for the position and that no other qualified  
18 persons are available to fill the position.

19 Once the retired member is hired by the district, the district shall pay TCRS as prescribed by state law.  
20 The school district shall pay to TCRS during the period of reemployment the greater of (1) a payment  
21 equal to the amount the school district would have contributed to TCRS; or (2) an amount equal to five  
22 percent (5%) of the retired member's pay rate.  
23

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Legal References

1. TCA 8-36-805
2. TCA 8-36-821
3. Public Acts of 2022, Chapter No. 821

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Cross References

Application and Employment 5.106  
Substitute Teachers 5.701

# PROPOSED POLICY

## Gibson County Board of Education

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term: <b>Separation Practices for Tenured Teachers</b>	Descriptor Code: <b>5.200</b>	Issued Date:
		Rescinds:	Issued:

### 1 **SUSPENSION PENDING AN INVESTIGATION<sup>1</sup>**

2 The Director of Schools may suspend a teacher at any time that may seem necessary, pending  
3 investigation, or final disposition of a case before the Board or an appeal. If the matter under investigation  
4 is not the subject of an ongoing criminal investigation or a Department of Children's Services  
5 investigation, and if no charges for dismissal have been made, a suspension pending investigation shall  
6 not exceed ninety (90) days in duration. Under no circumstances shall the Director of Schools suspend  
7 a teacher with pay. If vindicated or reinstated, the teacher shall be paid full salary for the period of  
8 suspension.

### 9 **SUSPENSION OF THREE DAYS OR LESS<sup>2,3</sup>**

10 The Director of Schools/designee may suspend a teacher for incompetence, inefficiency, neglect of duty,  
11 unprofessional conduct, and insubordination. Before a teacher is suspended, he/she shall be: (1) provided  
12 with written notice, including the reasons for the suspension along with an explanation of the evidence;  
13 (2) given an opportunity to respond to the Director of Schools at a conference, if requested within five  
14 (5) days; and (3) given a written decision of the suspension within ten (10) days. Both parties may be  
15 represented by counsel at the conference, which shall be recorded.

16 Under no circumstances shall a Director of Schools suspend a tenured teacher with pay. If reinstated, the  
17 tenured teacher shall be paid full salary for the period of suspension unless suspension without pay is  
18 deemed to be an appropriate penalty.

### 19 **DISMISSAL OR SUSPENSION GREATER THAN THREE DAYS<sup>4</sup>**

20 When a tenured teacher is charged with offenses that may justify dismissal or a suspension greater than  
21 three (3) days, the charges shall be made in writing, specifically stating the offenses that are charged,  
22 and shall be signed by the party or parties making the charges.

23 If, in the opinion of the Board, the charges are of such nature as to warrant the dismissal or a suspension  
24 greater than three (3) days of the teacher, the Director of Schools shall give the teacher a written notice  
25 of this decision, a copy of the charges against the teacher, and a copy of a form provided by the  
26 Commissioner of Education advising the teacher of his/her legal duties, rights, and recourse.

27 A tenured teacher who has been given notice of charges against him/her may within thirty (30) days after  
28 receipt of notice give written notice to the Director of Schools of his/her request for a hearing.

29 The Director of Schools shall, within five (5) days after receipt of request, assign a hearing officer from  
30 the list maintained by the Board.

1 The Board shall maintain a list of qualified individuals who have indicated a willingness to act as  
2 impartial hearing officers as defined under Tennessee law.

3 The hearing officer shall notify the parties, or their attorney, of the officer's assignment and direct the  
4 parties or the attorneys for the parties, or both, to appear before the hearing officer for simplification of  
5 issues and the scheduling of the hearing. That hearing shall be set no later than thirty (30) days following  
6 receipt of the initial request for a hearing. In the discretion of the hearing officer, all or part of any  
7 prehearing conference may be conducted by telephone if each participant has an opportunity to  
8 participate, be heard, and to address proof and evidentiary concerns. The hearing officer is empowered  
9 to issue appropriate orders and to regulate the conduct of the proceedings.

10 Either party may appeal to the Board an adverse ruling by giving written notice of appeal within ten (10)  
11 working days of the hearing officer's delivery of the hearing officer's written findings and conclusions.  
12 The Director of Schools shall prepare a copy of the proceedings, including all transcripts and evidence,  
13 documentary or otherwise, and transmit the same to the Board within twenty (20) working days of the  
14 receipt of the notice of appeal.

15 The Board shall hear the appeal on the record, and no new evidence may be submitted by either party.  
16 The appealing party may appear before the Board to argue why the adverse ruling should be overturned.  
17 In no event should such argument last more than fifteen (15) minutes unless the Board votes to extend  
18 additional time. At the conclusion of the hearing, any member of the Board may vote to sustain the  
19 decision of the hearing officer, send the record back for additional evidence, revise the penalty, or reverse  
20 the decision. The Board shall render its decision within ten (10) working days after the conclusion of the  
21 hearing. In the event that the decision of the Board is appealed to the chancery court, the Board shall  
22 transmit the entire record prepared by the Director of Schools and reviewed by the Board to the chancery  
23 court for its review.

## 24 RESIGNATION

25 A teacher shall give the Director of Schools notice of resignation at least thirty (30) days before the  
26 effective date of the resignation. A teacher who fails to give such notice, in the absence of justifiable  
27 extenuating circumstances, shall forfeit all tenure status. The Board may waive the thirty (30) days'  
28 notice requirement and permit a teacher to resign in good standing.<sup>5</sup>

29 The conditions under which it is permissible to break a contract with the Board are as follows:<sup>6</sup>

- 30 1. The incapacity on the part of the teacher to perform the contract as evidenced by the certified  
31 statement of a physician approved by the Board; or
- 32 2. The release by the Board of the teacher from the contract that the teacher has entered into with  
33 the Board.

34 Any teacher on leave shall notify the Director of Schools in writing at least thirty (30) days prior to the  
35 date of return if the teacher does not intend to return to the position from which he/she has taken leave.  
36 Failure to render such notice may be considered a breach of contract.<sup>7</sup>

37 Upon a breach of contract, the Board, upon a motion recorded in its minutes, may file a complaint with  
38 the State Board of Education and request the suspension of a teacher's license. After the State Board of

1 Education has provided the teacher an opportunity for defense during a hearing, the State Board of  
2 Education may suspend the license for no less than thirty (30) days and no more than three hundred  
3 sixty-five (365) days.<sup>8</sup>

#### 4 **RETIREMENT**

5 Retirement is a termination of services under conditions that will allow the teacher to draw benefits from  
6 retirement plans and/or Social Security benefits. Teachers eligible for retirement benefits may elect to  
7 retire at any age according to the provisions of the retirement system.

8 Central office personnel shall assist teachers in securing retirement benefits; however, it shall be the  
9 responsibility of the retiring teacher to provide verification of eligibility in writing from the Tennessee  
10 Consolidated Retirement System (TCRS) to the central office. It shall be the responsibility of the retiring  
11 teacher to file for benefits.

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#### Legal References

1. TCA 49-5-511(a)(3)
2. TCA 49-2-301(b)(1)(EE), TCA 49-5-512(d)
3. TCA 49-5-511(a)(2)
4. TCA 49-5-511—513
5. TCA 49-5-508(a)
6. TCA 49-5-508(c)
7. TCA 49-5-706
8. TCA 49-5-411(b)
9. TCA 8-36-805
10. TCA 8-36-821

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#### Cross References

Public Hearings 1.401  
Teacher Tenure 5.117  
Recommendations and File Transfers 5.203

<b>Gibson County Board of Education</b>			
Monitoring: <b>Review: Annually, in January</b>	Descriptor Term: <b>Separation Practices for Tenured Teachers</b>	Descriptor Code: <b>5.200</b>	Issued Date: <b>11/09/21</b>
		Rescinds: <b>5.200</b>	Issued: <b>09/12/19</b>

1     **SUSPENSION PENDING AN INVESTIGATION<sup>1</sup>**

2     The Director of Schools may suspend a teacher at any time that may seem necessary, pending  
3     investigation, or final disposition of a case before the Board or an appeal. If the matter under investigation  
4     is not the subject of an ongoing criminal investigation or a Department of Children's Services  
5     investigation, and if no charges for dismissal have been made, a suspension pending investigation shall  
6     not exceed ninety (90) days in duration. Under no circumstances shall the Director of Schools suspend  
7     a teacher with pay. If vindicated or reinstated, the teacher shall be paid full salary for the period of  
8     suspension.

9     **SUSPENSION OF THREE DAYS OR LESS<sup>2,3</sup>**

10    The Director of Schools/designee may suspend a teacher for incompetence, inefficiency, neglect of duty,  
11    unprofessional conduct, and insubordination. Before a teacher is suspended, he/she shall be: (1) provided  
12    with written notice, including the reasons for the suspension along with an explanation of the evidence;  
13    (2) given an opportunity to respond to the Director of Schools at a conference, if requested within five  
14    (5) days; and (3) given a written decision of the suspension within ten (10) days. Both parties may be  
15    represented by counsel at the conference, which shall be recorded.

16    Under no circumstances shall a Director of Schools suspend a tenured teacher with pay. If reinstated, the  
17    tenured teacher shall be paid full salary for the period of suspension unless suspension without pay is  
18    deemed to be an appropriate penalty.

19    **DISMISSAL OR SUSPENSION GREATER THAN THREE DAYS<sup>4</sup>**

20    When a tenured teacher is charged with offenses that may justify dismissal or a suspension greater than  
21    three (3) days, the charges shall be made in writing, specifically stating the offenses that are charged,  
22    and shall be signed by the party or parties making the charges.

23    If, in the opinion of the Board, the charges are of such nature as to warrant the dismissal or a suspension  
24    greater than three (3) days of the teacher, the Director of Schools shall give the teacher a written notice  
25    of this decision, a copy of the charges against the teacher, and a copy of a form provided by the  
26    Commissioner of Education advising the teacher of his/her legal duties, rights, and recourse.

27    A tenured teacher who has been given notice of charges against him/her may within thirty (30) days after  
28    receipt of notice give written notice to the Director of Schools of his/her request for a hearing.

29    The Director of Schools shall, within five (5) days after receipt of request, assign a hearing officer from  
30    the list maintained by the Board.

1 The Board shall maintain a list of qualified individuals who have indicated a willingness to act as  
2 impartial hearing officers as defined under Tennessee law.

3 The hearing officer shall notify the parties, or their attorney, of the officer's assignment and direct the  
4 parties or the attorneys for the parties, or both, to appear before the hearing officer for simplification of  
5 issues and the scheduling of the hearing. That hearing shall be set no later than thirty (30) days following  
6 receipt of the initial request for a hearing. In the discretion of the hearing officer, all or part of any  
7 prehearing conference may be conducted by telephone if each participant has an opportunity to  
8 participate, be heard, and to address proof and evidentiary concerns. The hearing officer is empowered  
9 to issue appropriate orders and to regulate the conduct of the proceedings.

10 Either party may appeal to the Board an adverse ruling by giving written notice of appeal within ten (10)  
11 working days of the hearing officer's delivery of the hearing officer's written findings and conclusions.  
12 The Director of Schools shall prepare a copy of the proceedings, including all transcripts and evidence,  
13 documentary or otherwise, and transmit the same to the Board within twenty (20) working days of the  
14 receipt of the notice of appeal.

15 The Board shall hear the appeal on the record, and no new evidence may be submitted by either party.  
16 The appealing party may appear before the Board to argue why the adverse ruling should be overturned.  
17 In no event should such argument last more than fifteen (15) minutes unless the Board votes to extend  
18 additional time. At the conclusion of the hearing, any member of the Board may vote to sustain the  
19 decision of the hearing officer, send the record back for additional evidence, revise the penalty, or reverse  
20 the decision. The Board shall render its decision within ten (10) working days after the conclusion of the  
21 hearing. In the event that the decision of the Board is appealed to the chancery court, the Board shall  
22 transmit the entire record prepared by the Director of Schools and reviewed by the Board to the chancery  
23 court for its review.

## 24 RESIGNATION

25 A teacher shall give the Director of Schools notice of resignation at least thirty (30) days before the  
26 effective date of the resignation. A teacher who fails to give such notice, in the absence of justifiable  
27 extenuating circumstances, shall forfeit all tenure status. The Board may waive the thirty (30) days'  
28 notice requirement and permit a teacher to resign in good standing.<sup>5</sup>

29 The conditions under which it is permissible to break a contract with the Board are as follows:<sup>6</sup>

- 30 1. The incapacity on the part of the teacher to perform the contract as evidenced by the certified  
31 statement of a physician approved by the Board; or
- 32 2. The release by the Board of the teacher from the contract that the teacher has entered into with  
33 the Board.

34 Any teacher on leave shall notify the Director of Schools in writing at least thirty (30) days prior to the  
35 date of return if the teacher does not intend to return to the position from which he/she has taken leave.  
36 Failure to render such notice may be considered a breach of contract.<sup>7</sup>

37 Upon a breach of contract, the Board, upon a motion recorded in its minutes, may file a complaint with  
38 the State Board of Education and request the suspension of a teacher's license. After the State Board of

1 Education has provided the teacher an opportunity for defense during a hearing, the State Board of  
2 Education may suspend the license for no less than thirty (30) days and no more than three hundred  
3 sixty-five (365) days.<sup>8</sup>

#### 4 **RETIREMENT**

5 Retirement is a termination of services under conditions that will allow the teacher to draw benefits from  
6 retirement plans and/or Social Security benefits. Teachers eligible for retirement benefits may elect to  
7 retire at any age according to the provisions of the retirement system.

8 Central office personnel shall assist teachers in securing retirement benefits; however, it shall be the  
9 responsibility of the retiring teacher to provide verification of eligibility in writing from the Tennessee  
10 Consolidated Retirement System (TCRS) to the central office. It shall be the responsibility of the retiring  
11 teacher to file for benefits.

12 Teachers who retire under TCRS may be employed up to one hundred twenty (120) days per year without  
13 loss of retirement benefits. Retired teachers may substitute teach for additional days if the Director of  
14 Schools certifies in writing to the Division of Retirement that no other qualified personnel are available  
15 to substitute teach.<sup>9</sup>

16 The Director of Schools may employ teachers retired for at least one (1) year for full-time employment  
17 as a Kindergarten through twelfth (K-12) grade teacher on a year-to-year basis. Retirement benefits will  
18 not be lost or suspended under certain conditions which include, but are not limited to, the following:<sup>10</sup>

- 19 1. The Director of Schools of the employing district shall certify in writing that no other qualified  
20 individuals are available to fill the position;
- 21 2. The Commissioner of Education shall certify that the employing school district serves an area  
22 that lacks qualified teachers to serve in the position to be filled;
- 23 3. The retired teacher shall hold a valid license and shall not be entitled to tenure status;
- 24 4. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or  
25 receive medical insurance coverage; and
- 26 5. The salary paid to the retired teacher shall not be less than the rate of compensation set by the  
27 Board for teachers with no experience filling similar positions or more than eighty-five percent  
28 (85%) of the rate of compensation set by the Board for teachers with comparable training and  
29 years of experience filling similar positions.

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Legal References

1. TCA 49-5-511(a)(3)
2. TCA 49-2-301(b)(1)(EE), TCA 49-5-512(d)
3. TCA 49-5-511(a)(2)
4. TCA 49-5-511—513
5. TCA 49-5-508(a)
6. TCA 49-5-508(c)
7. TCA 49-5-706
8. TCA 49-5-411(b); Public Acts of 2021, Chapter No. 493
9. TCA 8-36-805
10. TCA 8-36-821

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Cross References

- Public Hearings 1.401  
Teacher Tenure 5.117  
Recommendations and File Transfers 5.203

# PROPOSED POLICY

<b>Gibson County Board of Education</b>			
Monitoring: <b>Review: Annually, in January</b>	Descriptor Term: <b>Separation Practices for Non- Tenured Teachers</b>	Descriptor Code: <b>5.201</b>	Issued Date:
		Rescinds:	Issued:

## 1 **SUSPENSION PENDING AN INVESTIGATION<sup>1</sup>**

2 The Director of Schools may suspend a teacher at any time that may seem necessary, pending  
3 investigation, or final disposition of a case before the Board or an appeal. If the matter under investigation  
4 is not the subject of an ongoing criminal investigation or a Department of Children's Services  
5 investigation, and if no charges for dismissal have been made, a suspension pending investigation shall  
6 not exceed ninety (90) days in duration. Under no circumstances shall the Director of Schools suspend  
7 a non-tenured teacher with pay. If vindicated or reinstated, the non-tenured teacher shall be paid full  
8 salary for the period of suspension.

## 9 **SUSPENSION OF THREE DAYS OR LESS<sup>2</sup>**

10 The Director of Schools/designee may suspend a teacher for incompetence, inefficiency, neglect of duty,  
11 unprofessional conduct, and insubordination. Before a teacher is suspended, he/she shall be: (1) provided  
12 with written notice, including the reasons for the suspension along with an explanation of the evidence;  
13 (2) given an opportunity to respond to the Director of Schools at a recorded conference, if requested  
14 within five (5) days; and (3) given a written decision of the suspension within ten (10) days. Both parties  
15 may be represented by counsel at the conference, which shall be recorded.

16 Under no circumstances shall the Director of Schools suspend a non-tenured teacher with pay. If  
17 reinstated, the non-tenured teacher shall be paid full salary for the period of suspension unless suspension  
18 without pay is deemed to be an appropriate penalty.

## 19 **DISMISSAL OR SUSPENSION GREATER THAN THREE DAYS<sup>2</sup>**

20 The Director of Schools may dismiss or suspend for more than three (3) days any non-tenured teacher  
21 during the contract year for incompetence, inefficiency, insubordination, improper conduct, or neglect  
22 of duty after giving the non-tenured teacher, in writing, due notice of the charges.

23 The Director of Schools shall give the non-tenured teacher an opportunity for a full and complete hearing  
24 before an impartial hearing officer.

25 The Board will appoint an impartial hearing officer to conduct such hearings. The hearing officer will  
26 hear the case, and the teacher shall have the right to:

- 27 1. Be represented by counsel;
- 28
- 29 2. Call and subpoena witnesses;
- 30

1 3. Examine all witnesses; and

2  
3 4. Require that all testimony be given under oath.

4 Factual findings and decisions in all dismissal cases shall be reduced to written form and delivered to the  
5 affected teacher within ten (10) working days following the close of the hearing. The teacher may appeal  
6 the decision to the Board within ten (10) working days of the hearing officer rendering the written  
7 decision to the teacher. Written notice of appeal to the Board shall be given to the Director of Schools.  
8 Within twenty (20) working days of receipt of notice, the Director of Schools shall prepare a copy of the  
9 proceedings, including all transcripts and evidence, documentary or otherwise, and provide a copy to the  
10 Board.

11 The Director of Schools shall also have the right to appeal any adverse ruling by the hearing officer in  
12 the same manner as the non-tenured teacher.

13 The Board shall hear the appeal. No new evidence shall be introduced. The non-tenured teacher may  
14 appear in person or be represented by counsel and argue why the decision should be modified or reversed.  
15 The Board shall take one of the following actions:

16 1. Sustain the decision;

17  
18 2. Send the record back if additional evidence is necessary; or

19  
20 3. Revise the penalty or reverse the decision.

21 Before any decision to dismiss is made, a majority of the membership of the Board shall concur in  
22 sustaining the charges. The Board shall render a decision on the appeal within ten (10) working days  
23 after the conclusion of the hearing.

24 Within twenty (20) working days after receipt of notice of the decision of the Board, either party may  
25 appeal to the chancery court in the county where the school district is located. The Board shall provide  
26 the entire record of the hearing to the court.

## 27 **NONRENEWAL**

28 Non-tenured teachers are subject to the same rules and regulations and are entitled to the privileges of  
29 employment enjoyed by tenured teachers except that they have no claim upon continuing employment  
30 or tenure protections.

31 The principal is responsible for discussing deficiencies as part of the evaluation process with the non-  
32 tenured teacher and providing assistance for overcoming these deficiencies.

33 The Director of Schools is under no obligation to re-employ non-tenured teachers at the end of their  
34 contract period. If the Director of Schools determines not to renew the contract of a non-tenured teacher,  
35 the following action shall be taken:

36 1. The Board shall be notified at the next regular board meeting; and

- 1        2. Written notice of non-renewal shall be sent to the teacher by certified mail, overnight carrier, or  
2        by email within five (5) business days following the last instructional day for the school year.<sup>3</sup> If  
3        the reason for nonrenewal is due only to a loss of funding for the position, then the notice shall  
4        include a statement listing it as the cause for nonrenewal.<sup>4</sup>

## 5        **RESIGNATION**

6        A teacher shall give the Director of Schools notice of resignation at least thirty (30) days before the  
7        effective date of the resignation.<sup>5</sup> The Board may waive the thirty (30) days notice requirement and  
8        permit a teacher to resign in good standing.

9        The conditions under which it is permissible to break a contract with the Board are as follows:<sup>6</sup>

- 10       1. The incapacity on the part of the teacher to perform the contract as evidenced by the certified  
11       statement of a physician approved by the Board; or  
12  
13       2. The release by the Board of the teacher from the contract which the teacher has entered into with  
14       the Board.

15       Any teacher on leave shall notify the Director of Schools in writing at least thirty (30) days prior to the  
16       date of return if the teacher does not intend to return to the position from which he/she has taken leave.  
17       Failure to render such notice may be considered a breach of contract.<sup>7</sup>

18       Upon a breach of contract, the Board, upon a motion recorded in its minutes, may file a complaint with  
19       the State Board of Education and request the suspension of a teacher's license. After the State Board of  
20       Education has provided the teacher an opportunity for defense during a hearing, the State Board of  
21       Education may suspend the license for no less than thirty (30) days and no more than three hundred  
22       sixty-five (365) days.<sup>8</sup>

## 23       **RETIREMENT**

24       Retirement is a termination of services under conditions which will allow the teacher to draw benefits  
25       from retirement plans and/or Social Security benefits.

26       Teachers eligible for retirement benefits may elect to retire at any age according to the provisions of the  
27       retirement system. Central office personnel shall assist teachers in securing retirement benefits; however,  
28       it shall be the responsibility of the retiring teacher to provide verification of eligibility in writing from  
29       the Tennessee Consolidated Retirement System (TCRS) to the central office. It shall be the responsibility  
30       of the retiring teacher to file for benefits.

31       *(Note: Nonrenewal of non-tenured teachers after the contract year is not suspension or dismissal and*  
32       *does NOT follow the suspension/dismissal guidelines outlined in this policy. Rather, nonrenewal of non-*  
33       *tenured teachers after the contract year follows the nonrenewal guidelines outlined in this policy.)*

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Legal References

1. TCA 49-5-511(a)(3)
2. TCA 49-2-301(b)(1)(EE); TCA 49-5-512
3. TCA 49-5-409
4. Public Acts of 2022, Chapter No, 678
5. TCA 49-5-508
6. TCA 49-5-411(a)
7. TCA 49-5-706
8. TCA 49-5-411(b)
9. TCA 8-36-805

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Cross References

Public Hearings 1.401  
Teacher Tenure 5.117  
Recommendations and File Transfers 5.203

# CURRENT POLICY

<b>Gibson County Board of Education</b>			
Monitoring: <b>Review: Annually, in January</b>	Descriptor Term: <b>Separation Practices for Non- Tenured Teachers</b>	Descriptor Code: <b>5.201</b>	Issued Date: <b>11/09/21</b>
		Rescinds: <b>5.201</b>	Issued: <b>01/09/20</b>

## 1 **SUSPENSION PENDING AN INVESTIGATION<sup>1</sup>**

2 The Director of Schools may suspend a teacher at any time that may seem necessary, pending  
3 investigation, or final disposition of a case before the Board or an appeal. If the matter under investigation  
4 is not the subject of an ongoing criminal investigation or a Department of Children's Services  
5 investigation, and if no charges for dismissal have been made, a suspension pending investigation shall  
6 not exceed ninety (90) days in duration. Under no circumstances shall the Director of Schools suspend  
7 a non-tenured teacher with pay. If vindicated or reinstated, the non-tenured teacher shall be paid full  
8 salary for the period of suspension.

## 9 **SUSPENSION OF THREE DAYS OR LESS<sup>2</sup>**

10 The Director of Schools/designee may suspend a teacher for incompetence, inefficiency, neglect of duty,  
11 unprofessional conduct, and insubordination. Before a teacher is suspended, he/she shall be: (1) provided  
12 with written notice, including the reasons for the suspension along with an explanation of the evidence;  
13 (2) given an opportunity to respond to the Director of Schools at a recorded conference, if requested  
14 within five (5) days; and (3) given a written decision of the suspension within ten (10) days. Both parties  
15 may be represented by counsel at the conference, which shall be recorded.

16 Under no circumstances shall the Director of Schools suspend a non-tenured teacher with pay. If  
17 reinstated, the non-tenured teacher shall be paid full salary for the period of suspension unless suspension  
18 without pay is deemed to be an appropriate penalty.

## 19 **DISMISSAL OR SUSPENSION GREATER THAN THREE DAYS<sup>2</sup>**

20 The Director of Schools may dismiss or suspend for more than three (3) days any non-tenured teacher  
21 during the contract year for incompetence, inefficiency, insubordination, improper conduct, or neglect  
22 of duty after giving the non-tenured teacher, in writing, due notice of the charges.

23 The Director of Schools shall give the non-tenured teacher an opportunity for a full and complete hearing  
24 before an impartial hearing officer.

25 The Board will appoint an impartial hearing officer to conduct such hearings. The hearing officer will  
26 hear the case, and the teacher shall have the right to:

- 27 1. Be represented by counsel;
- 28
- 29 2. Call and subpoena witnesses;
- 30

1 3. Examine all witnesses; and

2  
3 4. Require that all testimony be given under oath.

4 Factual findings and decisions in all dismissal cases shall be reduced to written form and delivered to the  
5 affected teacher within ten (10) working days following the close of the hearing. The teacher may appeal  
6 the decision to the Board within ten (10) working days of the hearing officer rendering the written  
7 decision to the teacher. Written notice of appeal to the Board shall be given to the Director of Schools.  
8 Within twenty (20) working days of receipt of notice, the Director of Schools shall prepare a copy of the  
9 proceedings, including all transcripts and evidence, documentary or otherwise, and provide the Board a  
10 copy of the same.

11 The Director of Schools shall also have the right to appeal any adverse ruling by the hearing officer in  
12 the same manner as the non-tenured teacher.

13 The Board shall hear the appeal. No new evidence shall be introduced. The non-tenured teacher may  
14 appear in person or be represented by counsel and argue why the decision should be modified or reversed.  
15 The Board shall take one of the following actions:

16 1. Sustain the decision;

17  
18 2. Send the record back if additional evidence is necessary; or

19  
20 3. Revise the penalty or reverse the decision.

21 Before any decision to dismiss is made, a majority of the membership of the Board shall concur in  
22 sustaining the charges. The Board shall render a decision on the appeal within ten (10) working days  
23 after the conclusion of the hearing.

24 Within twenty (20) working days after receipt of notice of the decision of the Board, either party may  
25 appeal to the chancery court in the county where the school district is located. The Board shall provide  
26 the entire record of the hearing to the court.

## 27 **NONRENEWAL**

28 Non-tenured teachers are subject to the same rules and regulations and are entitled to the privileges of  
29 employment enjoyed by tenured teachers except that they have no claim upon continuing employment  
30 or tenure protections.

31 The principal is responsible for discussing deficiencies as part of the evaluation process with the non-  
32 tenured teacher and providing assistance for overcoming these deficiencies.

33 The Director of Schools is under no obligation to re-employ non-tenured teachers at the end of their  
34 contract period. If the Director of Schools determines not to renew the contract of a non-tenured teacher,  
35 the following action shall be taken:

36 1. The Board shall be notified at the next regular board meeting; and

- 1           2. Written notice of non-renewal shall be sent to the teacher by certified mail or overnight carrier,  
2           or by email within five (5) business days following the last instructional day for the school year.<sup>3</sup>

### 3   **RESIGNATION**

4   A teacher shall give the Director of Schools notice of resignation at least thirty (30) days before the  
5   effective date of the resignation.<sup>4</sup> The Board may waive the thirty (30) days notice requirement and  
6   permit a teacher to resign in good standing.

7   The conditions under which it is permissible to break a contract with the Board are as follows:<sup>5</sup>

- 8           1. The incapacity on the part of the teacher to perform the contract as evidenced by the certified  
9           statement of a physician approved by the Board; or  
10  
11          2. The release by the Board of the teacher from the contract which the teacher has entered into with  
12          the Board.

13   Any teacher on leave shall notify the Director of Schools in writing at least thirty (30) days prior to the  
14   date of return if the teacher does not intend to return to the position from which he/she has taken leave.  
15   Failure to render such notice may be considered a breach of contract.<sup>6</sup>

16   Upon a breach of contract, the Board, upon a motion recorded in its minutes, may file a complaint with  
17   the State Board of Education and request the suspension of a teacher's license. After the State Board of  
18   Education has provided the teacher an opportunity for defense during a hearing, the State Board of  
19   Education may suspend the license for no less than thirty (30) days and no more than three hundred  
20   sixty-five (365) days.<sup>7</sup>

### 21   **RETIREMENT**

22   Retirement is a termination of services under conditions which will allow the teacher to draw benefits  
23   from retirement plans and/or Social Security benefits.

24   Teachers eligible for retirement benefits may elect to retire at any age according to the provisions of the  
25   retirement system. Central office personnel shall assist teachers in securing retirement benefits; however,  
26   it shall be the responsibility of the retiring teacher to provide verification of eligibility in writing from  
27   the Tennessee Consolidated Retirement System (TCRS) to the central office. It shall be the responsibility  
28   of the retiring teacher to file for benefits.

29   Teachers who retire under TCRS may be employed up to one hundred twenty (120) days per year without  
30   loss of retirement benefits. Retired teachers may substitute teach for additional days if the Director of  
31   Schools certifies in writing to the Division of Retirement that no other qualified personnel are available  
32   to substitute teach.<sup>8</sup>

33   The Director of Schools may employ teachers retired for at least one (1) year for full-time employment  
34   as a Kindergarten through twelfth (K-12) grade teacher on a year-to-year basis. Retirement benefits will  
35   not be lost or suspended under certain conditions which include, but are not limited to, the following:<sup>9</sup>

- 1 1. The Director of Schools of the employing district shall certify in writing that no other qualified  
2 individuals are available to fill the position;
- 3
- 4 2. The Commissioner of Education shall certify that the employing school district serves an area  
5 that lacks qualified teachers to serve in the position to be filled;
- 6
- 7 3. The retired teacher shall hold a valid license and shall not be entitled to tenure status;
- 8
- 9 4. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or  
10 receive medical insurance coverage; and
- 11
- 12 5. The salary paid to the retired teacher shall not be less than the rate of compensation set by the  
13 Board for teachers with no experience filling similar positions or more than eighty-five percent  
14 (85%) of the rate of compensation set by the Board for teachers with comparable training and  
15 years of experience filling similar positions.

16 *(Note: Nonrenewal of non-tenured teachers after the contract year is not suspension or dismissal and*  
17 *does NOT follow the suspension/dismissal guidelines outlined in this policy. Rather, nonrenewal of non-*  
18 *tenured teachers after the contract year follows the nonrenewal guidelines outlined in this policy.)*

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**Legal References**

1. TCA 49-5-511(a)(3)
2. TCA 49-2-301(b)(1)(EE); TCA 49-5-512
3. TCA 49-5-409; Public Acts of 2021, Chapter No. 378
4. TCA 49-5-508
5. TCA 49-5-411(a)
6. TCA 49-5-706
7. TCA 49-5-411(b); Public Acts of 2021, Chapter No.  
493
8. TCA 8-36-805
9. TCA 8-36-821

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**Cross References**

- Public Hearings 1.401
- Teacher Tenure 5.117
- Recommendations and File Transfers 5.203

# PROPOSED POLICY

<b>Gibson County Board of Education</b>			
Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Substitute Teachers</b>	Descriptor Code: <b>5.701</b>	Issued Date: Click here to enter a date.
		Rescinds:	Issued:

1 Substitute teachers are those teachers used to replace teachers on leave or to fill temporary vacancies  
2 until a licensed teacher is available.<sup>1,2</sup> Substitute teachers may be employed and paid directly by the  
3 Board or by a third-party employer through an agreement between such third-party employer and the  
4 Board.

5 Substitute teachers employed by third party entities shall be subject to the same unemployment benefit  
6 eligibility conditions as substitute teachers employed directly by the Board.<sup>2</sup>

## 7 **APPLICATION/QUALIFICATIONS**

8 Criminal history record checks and fingerprinting of applicants for substitute teaching are required.<sup>3</sup>

9 Applicants with revoked licenses or certificates according to the Department of Education shall not be  
10 hired.<sup>4</sup>

11 Qualifications for substitute teachers shall be determined by the Director of Schools in compliance with  
12 board policy, state laws, and State Board of Education rules and regulations.

13 A list of substitute teacher(s) will be prepared by the **Substitute Personnel Director** who will maintain  
14 file(s) which may include transcripts, credentials, recommendations, and other pertinent information.

## 15 **COMPENSATION**

16 If employed directly by the district, the compensation of substitute teachers shall be determined annually  
17 by the Board.

18 Retired teachers serving as substitutes who do not have an active teaching license shall be paid the same  
19 as a retired substitute teacher with an active teaching license. This only applies to teachers who retired  
20 after July 1, 2011 through July 1, 2016.<sup>5</sup>

## 21 **CERTIFICATION**

22 When substituting for a regular teacher who has been absent for twenty (20) consecutive days, a  
23 substitute teacher shall possess a teaching certificate with endorsement in the discipline(s) to be taught  
24 or shall be a retired teacher that held the appropriate endorsement.<sup>6</sup>

25 When substituting for a teacher without sick leave, the substitute shall be certified and paid according to  
26 the state salary schedule.<sup>1</sup>

**1 EMERGENCY NEEDS**

2 All teacher aides, secretaries, and clerks are approved substitute teachers for use in emergency situations.  
3 Emergency use shall be defined as less than a full day due to the regular or substitute teacher being  
4 unable to arrive on time or remain for the full day.

5 Said substitutes shall receive the proportionate equivalent salary regular substitute teachers would  
6 receive under similar circumstances or their regular salary, if higher; however, they shall not receive pay  
7 for both positions at the same time.

**8 TRAINING AND ORIENTATION**

9 The Director of Schools shall be responsible for ensuring that there are appropriate training and  
10 development programs for substitute teachers.

**11 RESPONSIBILITIES**

12 Substitute teachers shall assume the same responsibilities as the regular teacher, including but not limited  
13 to, bus duty and playground supervision.

**14 RE-EMPLOYMENT/TERMINATION**

15 On an annual basis, the Director of Schools, with input from the principals, shall determine which  
16 substitute teachers performed at an acceptable level. Substitute teachers who performed below an  
17 acceptable level shall not be re-employed.

18 All substitutes shall be responsible for providing correct addresses and phone numbers and for notifying  
19 the principal and/or third-party employer if they wish to terminate their service as substitutes.

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**Legal References**

1. TRR/MS 0520-01-02-.04(5)
2. TCA 49-5-709
3. TCA 49-5-413(a)(2)
4. TCA 49-2-203(a)(14)
5. TCA 49-3-312(b)
6. TCA 49-3-312(a); TRR/MS 0520-01-02-.04(5)(b)

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**Cross References**

- Background Investigations 5.118  
Employment of Retirees 5.119

# CURRENT POLICY

Gibson County Board of Education			
Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Substitute Teachers</b>	Descriptor Code: <b>5.701</b>	Issued Date: <b>08/08/19</b>
		Rescinds: <b>5.701</b>	Issued: <b>02/14/19</b>

1 Substitute teachers are those teachers used to replace teachers on leave or to fill temporary vacancies.<sup>1,2</sup>  
2 Substitute teachers may be employed and paid directly by the Board or by a third party public or private  
3 employer through an agreement between such third party employer and the Board.

4 Substitute teachers employed by third party entities shall be subject to the same unemployment benefit  
5 eligibility conditions as substitute teachers employed directly by the Board.<sup>2</sup>

## 6 APPLICATION/QUALIFICATIONS

7 Criminal history record checks and fingerprinting of applicants for substitute teaching are required.<sup>3</sup>

8 Applicants with revoked licenses or certificates according to the Department of Education shall not be  
9 hired.<sup>4</sup>

10 Qualifications for substitute teachers shall be determined by the Director of Schools in compliance with  
11 state laws and regulations.

12 A list of substitute teacher(s) will be prepared by the substitute personnel director, who will maintain  
13 file(s) which may include transcripts, credentials, recommendations, and other pertinent information. A  
14 list of all approved substitutes shall be provided to all building principals. **ONLY** those persons on the  
15 approved substitute list shall be employed to substitute teach.

## 16 COMPENSATION

17 If employed directly by the system, the compensation of substitute teachers shall be determined annually  
18 by the Board.

19 Retired teachers serving as substitutes who do not have an active teaching license shall be paid the same  
20 as a retired substitute teacher with an active teaching license. This only applies to teachers who retired  
21 after July 1, 2011 through July 1, 2016.<sup>5</sup>

## 22 CERTIFICATION

23 When substituting for a regular teacher who has been absent for twenty (20) consecutive days, a  
24 substitute teacher shall possess a teaching certificate with endorsement in the discipline(s) to be taught.<sup>6</sup>  
25 When substituting for a teacher without sick leave, the substitute shall be certified and paid according to  
26 the state salary schedule.<sup>1</sup>

1 Retired teachers may substitute one-hundred twenty (120) days per year without loss of retirement  
2 benefits<sup>1</sup> and may substitute for additional days if the Director of Schools certifies in writing to the  
3 Division of Retirement that no other qualified personnel are available to substitute teach.<sup>7</sup>

#### 4 **EMERGENCY NEEDS**

5 All teacher aides, secretaries, and clerks are approved substitute teachers for use in emergency situations.  
6 Emergency use shall be defined as less than a full day due to the regular or substitute teacher being  
7 unable to arrive on time or remain for the full day.

8 Said substitutes shall receive the proportionate equivalent salary regular substitute teachers would  
9 receive under similar circumstances or their regular salary, if higher; however, they shall not receive pay  
10 for both positions at the same time.

#### 11 **TRAINING AND ORIENTATION**

12 The Director of Schools shall be responsible for ensuring that there are appropriate training and  
13 development programs for substitute teachers.

14 All substitute teachers shall be required to attend an orientation session held at the beginning of each  
15 school year to provide instructions regarding reporting, pay schedules, and other pertinent information  
16 and to answer questions.

#### 17 **RESPONSIBILITIES**

18 Substitute teachers shall assume the same responsibilities as the regular teacher, including but not limited  
19 to, bus duty and playground supervision.

#### 20 **RE-EMPLOYMENT/TERMINATION**

21 On an annual basis, the Director of Schools, with input from the principals, shall determine which  
22 substitute teachers performed at an acceptable level. Substitute teachers who performed below an  
23 acceptable level shall not be re-employed.

24 All substitutes shall be responsible for providing correct addresses and phone numbers and for notifying  
25 the principal and/or third-party employer if they wish to terminate their service as substitutes.

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**Legal References**

1. TRR/MS 0520-01-02-.04(5)
2. TCA 49-5-709
3. TCA 49-5-413(a)(2)
4. TCA 49-2-203(a)(15)
5. TCA 49-3-312
6. TCA 49-3-312; TRR/MS 0520-01-02-.04(5)(b)
7. TCA 8-36-805

# PROPOSED POLICY

<b>Gibson County Board of Education</b>			
Monitoring:  <b>Review: Annually, in March</b>	Descriptor Term: <b>Admission of Suspended or Expelled Students</b>	Descriptor Code: <b>6.318</b>	Issued Date:
		Rescinds:	Issued:

- 1 The Board may deny admission of any student (except those in state custody) who has been expelled
- 2 or suspended from another school district in Tennessee or another state even though the student has
- 3 established residency in the district in which he/she seeks enrollment.
  
- 4 After a request for enrollment is made, the Director of Schools shall investigate the facts surrounding
- 5 the suspension/expulsion from the former school district and make a recommendation to the Board to
- 6 approve or deny the request.
  
- 7 The Board shall not deny enrollment beyond the length of the imposed suspension/expulsion.
  
- 8 A student may be dismissed if it is determined subsequent to the enrollment that the student has been
- 9 suspended or expelled from the former school district.<sup>1</sup>

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**Legal References**

1. TCA 49-6-3401(f); Public Acts of 2022, Chapter No. 868; 20 USCA § 1232g(b)(4), (h)

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**Cross References**

- School Admissions 6.203  
Student Records 6.600

# CURRENT POLICY

## Gibson County Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Admission of Suspended or Expelled Students</b>	Descriptor Code: <b>6.318</b>	Issued Date: <b>05/13/02</b>
		Rescinds: <b>6.317</b>	Issued: <b>06/13/96</b>

- 1 The Board of Trustees may deny admission of any student (except those in state custody) who has been
- 2 expelled or suspended from another school system in Tennessee or another state even though the student
- 3 has established residency in the system in which s/he seeks enrollment.
  
- 4 After a request for enrollment is made, the director of schools shall investigate the facts surrounding the
- 5 suspension/expulsion from the former school system and make a recommendation to the Board to
- 6 approve or deny the request.
  
- 7 The Board shall not deny enrollment beyond the length of the imposed suspension/expulsion.
  
- 8 If the action of the Board is to deny admission, the director of schools shall, on behalf of the Board of
- 9 Education, notify the Commissioner of Education of the decision.
  
- 10 Any school system that accepts enrollment of a student from another school system may dismiss the
- 11 student if it is determined subsequent to the enrollment that the student has been suspended or expelled
- 12 from the former school system.<sup>1</sup>

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### Legal References

1. TCA 49-6-3401 (f); 20 U.S.C. A § 1232g(b)(4), (h)

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### Cross References

School Admissions 6.203  
Student Records 6.600-603

# PROPOSED POLICY

<b>Gibson County Board of Education</b>			
Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Reporting Child Abuse</b>	Descriptor Code: <b>6.409</b>	Issued Date:
		Rescinds:	Issued:

1 *General*

2 The Director of Schools shall:<sup>1</sup>

- 3 1. Designate one employee as the Child Abuse Coordinator (the Coordinator) and an additional  
4 employee to serve as the Alternate Child Abuse Coordinator (the Alternate) for each school;  
5  
6 2. Require that the Coordinator and the Alternate receive appropriate training;  
7  
8 3. Supply the Coordinator with all necessary resources;  
9  
10 4. Ensure that all employees working directly with students annually complete the child abuse  
11 training program required by state law.<sup>2</sup>

12 The Coordinator shall assist any employee with appropriately reporting and responding to instances of  
13 child abuse or child sexual abuse.

14 **REPORTING**

15 All personnel shall be alert for any evidence of child abuse, sexual abuse, or neglect.<sup>3</sup> If personnel  
16 know or have reasonable cause to suspect child abuse, sexual abuse, or neglect, a report shall be filed  
17 immediately with the Coordinator, the Department of Children's Services (DCS), and law  
18 enforcement.<sup>4</sup> When alleged abuse involves someone employed by, previously employed by, or  
19 otherwise affiliated with the school, the report may be made directly to the DCS and law enforcement  
20 prior to notifying the Coordinator.<sup>5</sup>

21 The report shall include, to the extent known by the reporter:<sup>6</sup>

- 22 1. The name, address, telephone number, and age of the child;  
23  
24 2. The name, telephone number, and address of the parents or persons having custody of the child;  
25  
26 3. The nature and extent of the abuse or neglect; and  
27  
28 4. Any evidence to the cause or any other information that may relate to the cause or extent of the  
29 abuse or neglect.

30 The Director of Schools/designee shall develop reporting procedures, including sample indicators of  
31 abuse and neglect, and shall disseminate the procedures to all school personnel.

## 1 CONFIDENTIALITY

2 District employees shall keep all information regarding any child abuse confidential in accordance  
3 with state law.

## 4 INVESTIGATIONS

5 School administrators and employees have a duty to cooperate, provide assistance, and information in  
6 child abuse investigations<sup>7</sup> including permitting DCS teams to conduct interviews while the child is at  
7 school. The principal may control the time, place, and circumstances of the interview but may not  
8 insist that a school employee be present even if the suspected abuser is a school employee or another  
9 student. The principal is not in violation of any laws by failing to inform parent(s)/guardian(s) that the  
10 child is to be interviewed even if the suspected abuser is not a member of the child's household.<sup>8</sup>

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### Legal References

1. TCA 49-6-1601
2. TCA 37-1-408; Public Acts of 2022, Chapter No. 841
3. TCA 37-1-403(a)(1); TCA 37-1-412; TCA 37-1-602; TCA 37-1-605(a)(4)
4. TCA 37-1-403(a)(2); TCA 49-6-1601
5. Public Acts of 2022, Chapter No. 781
6. TCA 37-1-403(b)
7. TCA 37-1-611(b)
8. Tenn. Op. Atty. Gen. No. 87-101 (June 9, 1987)

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### Cross References

Recommendations and File Transfers 5.203  
Staff-Student Relations 5.610  
Interrogations and Searches 6.303  
Student Discrimination, Harassment, Bullying, Cyber-  
bullying, and Intimidation 6.304  
Title IX & Sexual Harassment 6.3041  
Promoting Student Welfare 6.400

# CURRENT POLICY

<b>Gibson County Board of Education</b>			
Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Reporting Child Abuse</b>	Descriptor Code: <b>6.409</b>	Issued Date: <b>09/10/20</b>
		Rescinds: <b>6.409</b>	Issued: <b>11/08/18</b>

1 *General*

2 The Director of Schools shall:<sup>1</sup>

- 3 1. Designate one employee as the Child Abuse Coordinator (the Coordinator) and an additional  
4 employee to serve as the Alternate Child Abuse Coordinator (the Alternate) for each school;  
5  
6 2. Require that the Coordinator and the Alternate receive appropriate training;  
7  
8 3. Supply the Coordinator with all necessary resources;  
9  
10 4. Ensure that all school personnel annually complete the child abuse training program required  
11 by state law.<sup>2</sup>

12 The Coordinator shall assist any employee with appropriately reporting and responding to instances of  
13 child abuse or child sexual abuse.

14 **REPORTING**

15 All personnel shall be alert for any evidence of child abuse, sexual abuse, or neglect.<sup>3</sup> If personnel  
16 know or have reasonable cause to suspect child abuse, sexual abuse, or neglect, a report shall be filed  
17 immediately with the Coordinator, the Department of Children's Services (DCS), and law  
18 enforcement.<sup>4</sup>

19 The report shall include, to the extent known by the reporter:<sup>5</sup>

- 20 1. The name, address, telephone number, and age of the child;  
21  
22 2. The name, telephone number, and address of the parents or persons having custody of the child;  
23  
24 3. The nature and extent of the abuse or neglect; and  
25  
26 4. Any evidence to the cause or any other information that may relate to the cause or extent of the  
27 abuse or neglect.

28 The Director of Schools/designee shall develop reporting procedures, including sample indicators of  
29 abuse and neglect, and shall disseminate the procedures to all school personnel.

## 1 **CONFIDENTIALITY**

2 District employees shall keep all information regarding any child abuse confidential in accordance  
3 with state law.

## 4 **INVESTIGATIONS**

5 School administrators and employees have a duty to cooperate, provide assistance, and information in  
6 child abuse investigations<sup>6</sup> including permitting DCS teams to conduct interviews while the child is at  
7 school. The principal may control the time, place, and circumstances of the interview but may not  
8 insist that a school employee be present even if the suspected abuser is a school employee or another  
9 student. The principal is not in violation of any laws by failing to inform parent(s)/guardian(s) that the  
10 child is to be interviewed even if the suspected abuser is not a member of the child's household.<sup>7</sup>

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### Legal References

1. H.B. 2461, 111<sup>th</sup> Tenn. Gen. Assembly (2020)
2. TCA 37-1-408
3. TCA 37-1-403(a)(1); TCA 37-1-412; TCA 37-1-602; TCA 37-1-605(a)(4)
4. TCA 37-1-403(a)(2); H.B. 2461, 111<sup>th</sup> Tenn. Gen. Assembly (2020)
5. TCA 37-1-403(b)
6. TCA 37-1-611(b)
7. Tenn. Op. Atty. Gen. No. 87-101 (June 9, 1987)

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### Cross References

Recommendations and File Transfers 5.203  
Staff-Student Relations 5.610  
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Student Discrimination, Harassment, Bullying, Cyberbullying, and Intimidation 6.304  
Title IX & Sexual Harassment 6.3041  
Promoting Student Welfare 6.400

## ESSER 3.0 Public Plan for Remaining Funds Addendum Guidance

2022-23

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

Each LEA must complete the addendum and upload it to ePlan in the LEA Document Library (Feb. 15 and Sept. 15). The LEA must also post the addendum to the LEA's website. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website. The plan intends to provide transparency to stakeholders.

Please consider the following when completing the addendum:

- On the summary page, the amounts should total the carryover amount for FY23 for each relief fund: ESSER 2.0, and ESSER 3.0.
- The LEA must respond to all questions in the document.
- The stakeholder engagement responses should closely align with the stakeholder engagement in the Health and Safety Plan.
- The LEA should ensure it uses multiple models of engagement offered to stakeholders. Examples may include surveys, in-person or virtual committee meetings, town hall meetings, or other inclusive engagement opportunities.
- LEAs should engage all applicable groups noted in meaningful consultation during the crafting of the plan and when making any significant revisions or updates to the plan.
- The number of stakeholders engaged should represent the composition of students. For example, if students with disabilities make up 15 percent of students, then 10-20 percent of respondents should represent this subgroup.
- Ensure the stakeholder engagement happened prior to the development/revision of the plan.
- Plans require local board approval and public posting.
- LEAs must update the ESSER Public Plan at least every six months through Sept. 30, 2023, seek public input on the plan and any revisions, and take such input into account.
- The American Rescue Plan (ARP) Act requires LEAs to post plans online in a language that parents/caregivers can understand, or it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

## ESSER 3.0 Public Plan for Remaining Funds

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

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

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

### **General Information**

LEA Name: Gibson County Special School District

Director of Schools (Name): Eddie Pruett

ESSER Director (Name): Paige Garner

Address: 130 Trenton Highway, Dyer, TN 38330

Phone #: (731) 692-3803 District Website: www.gcssd.org

Addendum Date: September 15, 2022

Total Student Enrollment:	3986
Grades Served:	PreK-12
Number of Schools:	9

### **Funding**

ESSER 2.0 Remaining Funds:	\$621,930.91
ESSER 3.0 Remaining Funds:	\$1,302,625.84
<b>Total Remaining Funds:</b>	<b>\$1,924,556.75</b>

**Budget Summary**

		ESSER 2.0 Remaining Funds	ESSER 3.0 Remaining Funds
Academics	Tutoring	\$0	\$0
	Summer Programming	\$0	\$60,658.00
	Early Reading	\$68,188.00	\$72,280.00
	Interventionists	\$259,765.00	\$253,471.00
	Other	\$0	\$546,841.00
	Sub-Total	\$327,953.00	\$933,250.00
Student Readiness	AP and Dual Credit/ Enrollment Courses	\$0	\$0
	High School Innovation	\$0	\$0
	Academic Advising	\$0	\$0
	Special Populations	\$0	\$16,000.00
	Mental Health	\$0	\$0
	Other	\$66,664.00	\$79,997.00
	Sub-Total	\$66,664.00	\$95,997.00
Educators	Strategic Teacher Retention	\$4,990.00	\$0
	Grow Your Own	\$0	\$0
	Class Size Reduction	\$0	\$0
	Other	\$0	\$0
	Sub-Total	\$4,990.00	\$0
Foundations	Technology	\$0	76,186.00
	High-Speed Internet	\$0	\$0
	Academic Space (facilities)	\$0	\$0
	Auditing and Reporting	\$0	\$34,902.00
	Other	\$222,323.91	\$162,290.84
	Sub-Total	\$222,323.91	\$273,378.84
<b>Total</b>		<b>\$621,930.91</b>	<b>\$1,302,625.84</b>

## Academics

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

Early literacy is an area of need for our district as demonstrated by our AIMSweb scores. The funding of a PreK-grade 4 literacy coach supports teachers in the planning, implementation, and evaluation of best practice literacy strategies. The literacy coach will help teachers identify areas of student need and work alongside the teachers to dive deeper into their student data and meet the different needs in the classroom. The literacy coach will lead the teacher in connecting resources to specific student and small group needs. In addition, the literacy coach will facilitate collaboration among teachers to promote growth in their craft. The work of the literacy coach supports our investment as it specifically targets our foundational literacy needs. Along with the literacy coach, 10 interventionists will be funded to accelerate academic achievement by providing focused, small group instruction to priority students. This instruction will be under the direction of certified teachers and academic coaches and will take place in addition to the regularly scheduled core instruction to maximize student growth. Supplemental programs and materials will be purchased as tutorial resources to accelerate learning loss and remediation for identified students. Waterford Reading and Math Classroom Advantage program will be used as remediation with identified students who have a learning loss in both reading and math. This program uses unique sequences to cover learning standards customized to each student while analyzing what skills the student has mastered and what they still need to learn. In addition, the program allows the students to use multiple times each day to give them the intensive instruction they need to perform on grade level. High quality instructional materials will be purchased for students to aid in learning loss in reading and math. Such instructional materials will include, but not limited to, Triumph Learning ELA and Math Support Coach, Curriculum Associates Magnetic Reading, and Curriculum Associates Phonics. BrainPop, a video database geared for K-8 students, will be offered as a supplemental support on standards being taught in the classroom. Our K-8 students will have access to this program at school, as well as home, which allows the educational content to always be available for our students. Funds will be used to purchase MobyMax, an online learning platform, to help struggling learners quickly catch up to grade level and close learning gaps for students in K-8 in all subject areas. This program will be utilized as a supplemental instructional tool for teachers and interventionists district-wide in our K-8 schools. Reflex Math program will be utilized as a supplemental support for mastering basic facts in addition, subtraction, multiplication, and division. This program works with students at every level and helps them gain math fluency and build confidence to progress to a higher skill set. The district will offer summer remediation in June of 2023. Currently, 60% of our students are at risk of not being "On Track" or "Mastered" as measured by the 3<sup>rd</sup> grade ELA TCAP assessment. The district will contract with a minimum of 13 teachers to provide summer remediation for approximately 182 students for a 4-week period. In addition to 3<sup>rd</sup> grade, we have students in all grades, K-8, who have experienced learning loss and would substantially benefit from summer learning programs. TCAP results reveal that in most grade levels, there are approximately 50%+ of students who are not performing on grade level in math or ELA. Therefore, additional summer learning opportunities will be offered for our at-risk students in grades K-8 through June of 2024.

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

Funds will support an elementary and high school math coach serving classroom teachers to build efforts in increasing math achievement for all student populations and facilitate the implementation of the TN Mathematic Standards. This investment is identified in our district needs assessment with our TCAP and CASE data showing a drop in our overall success rate. The math coaches will demonstrate exemplary instruction for all math teachers through the following research-based practices: observations, coaching, model lessons, collaborative lesson planning, and small/large group professional development. In addition, the coaches will help teachers build student conceptual understanding and assist teachers in diagnosing individual student math weaknesses and match these areas of need with appropriate instructional strategies and resources based on the TN Mathematics Standards. The district RTI Specialist will analyze data and oversee the implementation of effective evidence-based interventions for Tier II and Tier III students. In addition, the specialist will actively participate in the progress monitoring assessment process (AIMSweb) at the school level in identifying and tracking students receiving services.

**Student Readiness**

1. Describe strategic allocations to support **Student Readiness** and the School-Related Supports necessary to access high-quality instruction, including how allocations support the investments identified in the district’s needs assessment.

To support student readiness and the school-related support necessary to access high-quality instruction, high quality supplemental instructional materials and programs will be implemented to address learning loss for students with disabilities. Such materials and programs include, but not limited to, iSPIRE curriculum, Ready Math, Triumph Learning Success, Edmark Reading, and SRA Kits. This investment is identified in our district needs assessment with our TCAP data showing a significant learning gap with are SWD population.

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

The district will continue to fund a school social worker to connect students to real-time support. The social worker partners with school administrators and counselors to help develop and implement support plans for identified students throughout the school year. In addition, this position also provides support to classroom teachers to gain a better understanding of possible barriers to student learning. Our social worker’s responsibilities include identifying students who need help, assessing the need, then providing information to students, parents, and school staff to help students adjust to the changes and challenges they may be facing. The social worker helps students, and their families access the specialized support needed through community agency and resources. In addition to the social worker, our district will contract with a behavior interventionist to work with students who have been identified as exhibiting problematic behaviors that interfere with the student’s learning process.

## **Educators**

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

Our department supervisors provide educator support and aid in the process of building and retaining our highly effective teachers. Instructional supervisors and academic coaches work with teachers in the following areas; classroom management, semester/year pacing, lesson planning/chunking, communicating standards and objectives, building rapport with students, assisting teachers with the TEAM observation process, help teachers use available district instructional resources (e.g. Mastery Connect), provide clear understanding of special education and accommodations, and guide teachers to use student data for planning and differentiation of instruction. The district leadership team also provides additional professional development, with a focus on math and ELA best practices, for our interventionists and paraprofessionals. In addition, our instructional supervisors and school administrators collaborate on strategies to support struggling teachers and/or teachers with low teacher effect scores. During the 2022-23 school year, our district will contract with a lead special education teacher to support our newly hired special education teachers with professional development sessions to gain insight and better understanding of proper protocols and processes put in place for students with special needs. Our district continually strives to retain our highly effective teachers by recognizing their contributions through public "spotlight" notifications, teacher of the year events, a district differentiated pay scale, and leadership opportunities at the school and district level. We promote our highly effective teachers in a variety of capacities such as department chairs, display their talents as professional development presenters, have them serve as lead teachers, serve as mentors at the school level, serve on school level leadership teams, and allow referral-based teachers to observe in their classroom and/or conduct co-teaching opportunities. Many of these opportunities are supported through extra pay and serve as an investment in retaining our highly effective teachers.

2. Describe initiatives included in the "other" category.

All district initiatives are described above and therefore have no "other" description to include in this category.

## **Foundations**

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

Our district continues to utilize the Learning Management System (LMS) that was implemented to help create, adopt, administer, distribute, and manage activities related to classroom learning for students. The LMS allows teachers and administrators create online courses for specific subjects by generating content, course completion timeline, and assignments. The LMS provides a digital space for the ability to connect to students with subject-specific media, documents, and other resources that supplement and enrich the curriculum. The program allows for further expansion both on campus and off on personalized learning, blended learning, and professional development for both teachers and

students that's reliable and flexible to meet the districts needs to ensure academic success. In addition, our district continues to implement our 1:1 technology program into the 2022-23 school year for our high school students (9-12 grade). The 1:1 environment allows our students to have equal access to all digital materials and assignments with the class, enhancing technology, and learning skills students need when they graduate. To address learning loss district-wide, classrooms received interactive learning panels. The panels project instructional content in a dynamic and intriguing way, making students excited about learning. Panels are interactive so students of all ages will have the opportunity to interact with the board engaging all learning styles. In addition, the panels are equipped with enough lumens to keep classroom lights on and are capable of being a small group learning station while the lead teacher is working with another small group of students. Audio enhancement devices will also be installed in all content focused areas to ensure students have equal access to sound coming from digital devices and the teacher's voice while he/she teaches. Equitable sound throughout the classroom ensures students have equal access to all sound, enhancing the learning experience and breaking down any barriers associated with noise level. Due to growth in our district, additional microphones, tiny PC's and webcams will be installed in new teacher classrooms. In addition, GCSSD will utilize STEM based projects to provide hands on experiences to support students in overcoming learning loss due to missed opportunities from the pandemic. STEM engages all learners in lessons designed to incorporate reading, math, and science. It provides a non-typical setting for learning to occur that reaches students in a variety of learning styles. Teachers will use projects that require research, brainstorming, writing, and math. Equipment and supporting materials will be purchased to allow students to be engaged in the hands-on design process that includes, but not limited to, student laptops, 3D Printers, and interactive panels for labs. This investment is identified in our district needs assessment with our TCAP scores showing a drop in grades 5-8 math.

2. Describe initiatives included in the "other" category.

Funds will support an elementary and high school lead technology coach to provide instructional guidance and assistance for our teachers to ensure they are utilizing the technology devices and teaching in a way that will address learning loss. The coaches will also work one on one with teachers to enhance their instructional delivery. Also, funds will support a computer technician to maintain the operation of our 1:1 laptop devices utilized by our students in grades 9-12 and laptop carts for grades 7 and 8 to ensure continuity toward helping students recover from learning loss. The district will purchase AutoPilot Enrollment software that will be used to set-up, manage, and deliver 1:1 devices for students in grades 9-12.

**Monitoring, Auditing, and Reporting**

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

The ESSER Director continues to actively monitor ESSER grant allocations and prepares program budgets and budget revisions as needed to ensure compliance with statutory requirements. Additionally, the ESSER Director continues to collaborate with the district leadership team personnel in the collection and management of all required data elements. Required reporting elements are posted on the GCSSD

website for public viewing and comment. The ESSER Director, along with the Finance Director, continues to audit all purchases prior to the obligation of funds to ensure funds are expended as approved in the ESSER grant applications. Additionally, the ESSER Director and Finance Director continually audit expenditures prior to requesting grant reimbursements and maintain documentation necessary for year-end audit reporting. Information is reported to stakeholders during school board meetings, administrative meetings, faculty/staff meetings, community/parent advisory meetings, and posted on the school district website as updates are made. Procedural protocols will be adjusted as needed when additional guidance for required elements at the state and federal levels are released.

2. Describe how the LEA is meeting the requirements to spend 20 percent of **the total ESSER 3.0 allocation** on direct services to students to address learning loss, or indicate participation in TN ALL Corps.

GCSSD is participating in TN ALL Corps as of the 2022-23 school year.

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

1. Describe how the LEA has continued to engage in meaningful consultation with stakeholders in the development of the revised plan.

GCSSD continues to provide ongoing communication of all ESSER plans by posting the most current information on the district website. The district continues to solicit and consider insights from all stakeholders to aid in mitigation strategies to keep students and staff safe while providing a positive learning environment. Solicitation is conducted through various formats, which include but not limited to, parent and staff surveys, district and school level leadership team meetings, teacher advisory meetings, and utilization of QR codes for comment/feedback opportunities. Events available for families and other key stakeholders for meaningful engagement opportunities consist of school board meetings, family engagement activities at the school level such as Back to School/Open House and family oriented academic events, parent advisory committee meetings, student advisory clubs, and PTO school level meetings. Plans are reviewed every 6 months and updated as needed with consideration to CDC and local health department guidance. Any changes to the ESSER plans are communicated through updates on the district website.

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

Our district utilized multiple means to solicit feedback and insight from our various stakeholders that assisted in the development of our revised plan. During our district-wide employee Back to School in-service day held on July 27, 2022, our Director of Schools released his annual "State of the District" address via a video source to all employees across the district to be viewed simultaneously. The address served as a "kick-off" to the 2022-23 school year and provided insight on district goals and initiatives which embedded ESSER components. Upon completion of the video, school administrators held local

school level staff meetings to discuss 2022-23 SY initiatives and to solicit feedback as pertained to ESSER. Additionally, feedback opportunities were provided at administrative meetings, school board meetings, social media platforms utilizing a QR code to solicit comments, and family engagement opportunities at the school level.

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

With the use of our QR code, our school level administrators made it a priority to ensure ALL families had access to utilizing the code by linking it to their school website as well as posting a hard copy at the entrance of the school. School staff is available to assist diverse family members with questions regarding the QR code if needed. School level administrators utilized scheduled meetings such as PTO, school leadership team, faculty, and family engagement opportunities with a diverse population of stakeholders to discuss ESSER 3.0 initiatives and gather feedback.

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

Solicitation is conducted through various formats, which include but not limited to, parent and staff surveys, QR code links, district and school level leadership team meetings, and teacher advisory meetings. Events available for families and other key stakeholders for meaningful engagement opportunities consist of school board meetings, family engagement activities such as Back to School/Open House and family oriented academic events, parent advisory committee meetings, student advisory clubs, and PTO school level meetings.

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

## Addendum Guidance

### 2022-2023

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

Every LEA should complete the addendum and upload it to ePlan in the LEA document library and post it to the LEA's website (Feb. 15 and Sept. 15). Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

Please consider the following when completing the addendum:

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

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

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

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

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

LEA Name: Gibson County Special School District

Date: September 15, 2022

### 1. Describe how the LEA has continued to engage in meaningful consultation with stakeholders in the development of the revised plan.

Although no revisions to our plan have been made at this time, continual consultation has occurred to engage and inform stakeholders of our Safe Return to In-Person Instruction and Continuity of Service Plan for the 2022-23 school year. This engagement has occurred through social media platforms, school board meetings, administrative team meetings, and family engagement opportunities at the local school level. In addition, our Director of Schools and lead school nurse continue to communicate with the local health department on an as needed basis to stay abreast of COVID related trends pertinent to school operations.

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

Although no revisions to our plan have been made at this time, GCSSD continues to practice health protocols as established per the CDC and local health department recommendations. Our Director of Schools and lead school nurse correspond with the local health department on an as needed basis via email or phone calls to discuss COVID related issues and trends. Through these correspondences, decisions are made regarding current building level practices and any specific actions that need to take place to ensure a safe and healthy setting for our students and staff.

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

<i>Appropriate accommodations for children with disabilities with respect to health and safety policies</i>
GCSSD continues to follow established policies and procedures with respect to the health and safety of our students with disabilities. When the need arises, appropriate accommodations will be provided as determined by the student's 504 and/or IEP teams. Parents, and other pertinent stakeholders, are provided the opportunity to engage in IEP or 504 team meetings virtually to encourage participation in a safe setting.
<i>Physical distancing (e.g., use of cohorts/podding)</i>
The school district opened the 2022-23 school year following typical classroom procedures and protocols. Physical distancing continues to be encouraged to the greatest extent possible in the classroom and transitional areas of the school building.
<i>Hand washing and respiratory etiquette</i>
Schools continue to provide opportunities for frequent hand-washing and the use of hand sanitizer when hand soap is not accessible. Such times include, but not limited to, restroom breaks, recess/PE, and prior to meal service times. Proper handwashing and respiratory etiquette (such as coughing and sneezing) are reinforced as a component of classroom procedures and expectations at the beginning of the school year.
<i>Cleaning and maintaining healthy facilities including improving ventilation</i>
No changes have occurred as the contracted janitorial staff, PESG, continue to conduct daily cleaning procedures and protocol to ensure all facilities are sanitary and safe for students and staff. High traffic areas such as restrooms will receive frequent monitoring and cleaning. The district maintenance department will continue to oversee operational needs with improving school HVAC units to maximize ventilation.
<i>Contact tracing in combination with isolation and quarantine</i>
GCSSD is no longer contact tracing nor identifying close contacts of any positive cases. Our district is mandating isolation for a 5 day period for positive cases and then requesting the student/staff to wear a mask for 5 days upon return. Our district is not mandating quarantine for close contacts, but recommends the family to contact their health provider for guidance.
<i>Diagnostic and screening testing</i>
The district continues to provide on campus diagnostic and screening tests to our students with parental permission if symptomatic or requested upon return to school from isolation. The same services are provided to our school staff when requested.
<i>Efforts to provide vaccinations to educators, other staff, and students, if eligible</i>
GCSSD is no longer partnering with the local health department to provide a COVID vaccination clinic event for staff or students due to the wide spread availability for vaccinations. If the need arises due to an increase in cases and request for vaccinations, our district will assess the situation and communicate with the local health department to establish necessary partnering efforts.
<i>Universal and correct wearing of masks</i>
Mask wearing is optional, but not mandatory in our schools. However, if a student or staff member tests positive for COVID, he/she is requested to wear a mask when returning to school from isolation for 5 days. GCSSD will continue to follow the most relevant guidance provided by the CDC and changes will be made accordingly.

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

GCSSD opened the 2022-23 school year with full in-person learning for all students to ensure success in addressing their academic, social, emotional, mental, and nutritional needs through the various programs implemented in our schools and personnel designated to deliver these services. Spring 2022 data was used as a baseline measure to determine academic gaps in reading and math. This information was used to identify learning loss and skill identification to direct interventions in reading and math that include, but not limited to, before and after school tutoring along with utilizing reading and math interventions during the regular school day. On-going professional development will be provided to certified staff and non-certified interventionists with a focus on supporting continual learning needs for at-risk and/or low performing students as a result of the pandemic. The academic student supports will be provided through small group instruction, classroom interventions, and summer learning programming. Our high schools will continue to strive to increase the number of students who are deemed college and career ready and to increase the number of students who are on-track graduates. To enhance this process, our district will continue implementation of our 1:1 technology program for grades 9-12. This will ensure equitable access for these students and continuity in their learning opportunities. To aid in the mental and emotional needs of our students and staff, we will continue to utilize program interventions provided by our CSH team, school nurses, and school counselors. Our school nurses and CSH personnel will continue to identify, review, and update existing processes for students, families, and staff to access health wellness support services. In addition, school counselors will be readily available at each school site to provide counseling as needed. Starting the 2022-23 school year, our district implemented the Provision 2 meal program allowing students to receive meals at no charge who attend one of our schools located in a high concentrated area of poverty. This alternative meal program is implemented in 6 of our 9 schools providing a positive impact on our low income families.

**Laura Hawks**

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**From:** Kevin Painter  
**Sent:** Wednesday, September 28, 2022 9:43 AM  
**To:** Laura Hawks  
**Subject:** SGCMS Surplus Items

The following items need to be surplused:

114402	9/28/2022	Moore	Laptop
112381	9/28/2022	Nesbitt	Laptop
113881	9/28/2022	Springer	iPad

Thanks!

Kevin Painter  
Assistant Principal  
South Gibson County Middle School  
731-783-1962

## **Scott Ball**

TSBA Convention  
TSBA Leadership Conference  
TSBA Pre-Convention Legislative Workshop

## **Benny Boals**

TSBA Convention  
TSBA Leadership Conference  
TSBA Pre-Convention Legal Workshop

## **John Campbell**

TSBA Convention  
TSBA Leadership Conference  
TSBA Pre-Convention Legislative Workshop

## **Tom Lannom**

TSBA Convention  
TSBA Board Chairman Roundtable  
TSBA Leadership Conference  
TSBA Pre-Convention Legislative Workshop  
TSBA Delegate Assembly

## **Treva Maitland**

TSBA Convention  
TSBA Leadership Conference  
TSBA Pre-Convention Legal Workshop  
TSBA Delegate Assembly

## **Eddie Pruett**

TSBA Convention  
TSBA Leadership Conference  
TSBA Pre-Convention Legal Workshop

## **Eddie Watkins**

TSBA Convention  
TSBA Leadership Conference  
TSBA Pre-Convention Legislative Workshop  
TSBA Delegate Assembly

**Tennessee School Boards Association**  
*2022 Annual Convention Schedule*  
**Gaylord Opryland Resort and Convention Center**

**Thursday, November 10**

8:30 a.m.-6:30 p.m. Registration  
10:00-11:45 a.m. Board Chairman Roundtable Discussion  
2:00-6:00 p.m. Leadership Conference

**Friday, November 11**

7:00 a.m.-7:00 p.m. Registration  
7:30-8:15 a.m. Leadership Conference Breakfast  
8:30-11:30 a.m. Leadership Conference  
11:30 a.m.-12:45 p.m. Lunch (*on your own*)  
1:00-3:00 p.m. Pre-Convention Legal Workshop  
1:00-3:00 p.m. Pre-Convention Legislative Workshop  
1:00-5:00 p.m. Exhibit Hall/Reception  
5:15-6:45 p.m. Opening General Session

**Speaker: Clint Pulver**

**Saturday, November 12**

7:00 a.m.-6:30 p.m. Registration  
7:00-10:30 a.m. Exhibit Hall Open  
7:00-8:15 a.m. Exhibit Hall Breakfast  
8:30-9:30 a.m. Clinic Session A  
9:45-10:15 a.m. Exhibit Hall Door Prizes  
10:30-11:30 a.m. General Session

**Speaker: Dr. Rick Rigsby**

11:30 a.m.-12:45 p.m. Lunch (*on your own*)  
1:00-2:00 p.m. Clinic Session B  
2:30-4:15 p.m. Delegate Assembly  
2:30-4:00 p.m. Board Secretaries' Meeting  
4:45-6:00 p.m. Awards Reception & Ceremony

**Sunday, November 13**

7:00-10:00 a.m. Registration  
7:15-8:15 a.m. Convention Breakfast  
8:30-9:45 a.m. Closing General Session  
9:45 a.m. Adjourn

**Speaker: Phillip Fulmer**

**TSBA Leadership Conference**  
**November 10-11, 2022**  
**Gaylord Opryland Resort and Convention Center**  
**AGENDA**

**November 10, 2022**

2:00 p.m.	Welcome	Keys Fillauer, TSBA President, Oak Ridge
2:02 p.m.	Relentless Leadership	Hamish Brewer, Motivational Speaker
3:15 p.m.	BREAK	
3:45 p.m.	The 4 Cores of Credibility	Beverly Miller, Asst. Director of Schools of Admin./Chief Technology Officer, Greeneville  Dr. Suzanne Bryant, Asst. Director of Schools of Instruction, Greeneville
5:55 p.m.	Announcements	Keys Fillauer
6:00 p.m.	Adjourn	

**November 11, 2022**

7:30-8:15 a.m.	Leadership Conference Breakfast	
8:30 a.m.	Welcome and Introductions	Keys Fillauer
8:31 a.m.	Superhero Leadership in Uncertain Times	Brett Culp, Motivational Speaker
9:45 a.m.	BREAK	
10:00 a.m.	Sustaining Technology Programs into the Endemic	Dr. Kecia Ray, President, K20Connect, LLC
11:25 a.m.	Wrap Up	Keys Fillauer
11:30 a.m.	Adjourn	