

CHEATHAM COUNTY BOARD OF EDUCATION SPECIAL CALLED WORK SESSION
AGENDA

Cheatham County Board of Education

July 21, 2026

Place: Educational Annex/Board Room

Time: 5:00 PM

1. Revised and New Policies

<https://mailchi.mp/e4631e6b720e/zjh67352ni-5951753?e=7fd4322645>

- A. Policy 1.403 Agendas
 - B. Policy 1.401 Public Forum
 - C. Policy 1.404 Appeals to and Appearances Before the Board
 - D. Policy 1.905 Charter School Renewal
 - E. Policy 2.200 Annual Operating Budget
 - F. Policy 4.213 Family Life Education
 - G. Policy 4.301 Interscholastic Athletics
 - H. Policy 4.406 Use of Internet
 - I. Policy 4.600 Grading System
 - J. Policy 4.603 Promotion and Retention
 - K. Policy 4.605 Graduation Requirements
 - L. Policy 5.106 Application and Employment
 - M. Policy 5.302 Sick Leave
 - N. Policy 5.303 Personal and Professional Leave
 - O. Policy 5.600 Staff Rights and Responsibilities
 - P. Policy 6.200 Attendance
 - Q. Policy 6.202 Home Schools
 - R. Policy 6.205 Student Assignments
 - S. Policy 6.303 Questioning Students and Searches
 - T. Policy 6.306 Interference/Disruption of School Activities
 - U. Policy 6.506 Students from Military Families
 - V. ***NEW Policy 4.215 Instructional Use of Digital Devices
 - W. ***NEW Policy 6.4053 Outside Applied Behavior Analysis Therapy
2. Comments from Board Members
3. Comments from Director
4. Adjourn

Cheatham County Board of Education			
Monitoring: Review: Annually, in September	Descriptor Term: Agendas	Descriptor Code: 1.403	Issued Date: 07/06/23
	First Reading 8 4 2026	Rescinds: 1.403	Issued: 06/29/21

- 1 The Executive Committee of the Board shall be responsible for developing an agenda for each board
2 meeting. Any board member may place items on the agenda for discussion. The particular order may
3 vary from meeting to meeting in keeping with the business at hand.
- 4 For a regular board meeting, the **draft** agenda (which shall include the consent agenda), together with
5 supporting materials, shall be distributed to board members at least five (5) days prior to the scheduled
6 date of the meeting. The **draft** agenda shall be available for public inspection and/or distribution **on the**
7 **school district website** when it is distributed to the board members. **The final agenda, together with**
8 **supporting materials, shall be published on the school district website no later than forty-eight (48)**
9 **hours prior to the regular board meeting.**
- 10 At the beginning of each meeting, the Board shall, by a majority vote, approve the agenda for the
11 meeting, which may involve the addition to or deletion of items previously included on the agenda.
12 The Board, however, shall not revise board policies or adopt new ones, unless such action has been
13 scheduled.
- 14 Staff members or citizens of the district may suggest items for the agenda.
- 15 For items to be considered on the agenda, they must be received in the **Director of Schools'** office by
16 noon seven (7) business days prior to the scheduled date of the meeting. The person(s) requesting an
17 item on the agenda shall forward any background information to the **Director of Schools'** office so that
18 the material will be included in the delivery to the board members prior to the meeting.

19 ORDER OF BUSINESS

- 20 The meetings shall be conducted under the following order of business, unless changed at the
21 discretion of the presiding officer:
- 22 1. Call to Order
 - 23 2. Moment of Silence
 - 24 3. Pledge of Allegiance
 - 25 4. Roll Call
 - 26 5. Approval of Agenda
 - 27 6. Presentations, Awards, and Recognitions
 - 28 7. Public Forum – Opportunity for Community to Address Board (Maximum thirty [30] minutes)
 - 29 8. Goal Update
 - 30 9. Executive Committee
 - 31 10. Five Year Plan
 - 32 11. Elected officials - Opportunity for elected officials to address the Board

- 1 12. Consent Agenda
- 2 13. Budget & Finance
- 3 14. Old Business
- 4 15. New Business
- 5 16. Brief Comments
- 6 17. Announcements and Recommendations
- 7 18. Adjourn

8 **CONSENT AGENDA**

9 While developing the agenda, the Chair and Director of Schools shall identify routine or non-
10 controversial items to be placed on the consent agenda, which shall become a part of the regular
11 agenda. If any member objects to including an item on the consent agenda, that item shall be moved to
12 the regular agenda as an action item requiring discussion. The remaining consent items shall be
13 adopted in a single vote without discussion.

14 **TIMED AGENDA**

15 The Executive Committee shall assign to each item a certain amount of time determined to be
16 sufficient for disposing of each item on the agenda. Meetings shall adjourn at 8:30 p.m. However, any
17 board member may move to extend the meeting. If approved by a majority vote, this action will cause
18 the meeting to be continued, but not to exceed thirty (30) minutes. If items are still remaining on the
19 agenda at the end of the meeting, the Board may recess hold a recessed meeting to transact the
20 unfinished business or table the unfinished business to be considered at the next regular board meeting.

21 **ANNUAL AGENDA**

22 At the beginning of each fiscal year, the Board shall adopt an annual planning calendar, stating month-
23 by-month actions required by law and those required to carry out the Board's annual goals and
24 objectives and the State Board of Education's performance standards. ~~In addition, the annual agenda~~
25 ~~shall designate dates to monitor/review designated sections of the Board Policy Manual and to evaluate~~
26 ~~progress of programs for student achievement.~~

27 **WORK SESSIONS**

28 There shall be a Board work session during the week prior to regular Board meetings to review the
29 Board meeting agenda. The agenda, together with supporting materials, shall be distributed to board
30 members at least five (5) days prior to the scheduled date of the meeting. Work sessions shall adjourn
31 at 8:30 p.m. However, any board member may move to extend the meeting. If approved by a
32 majority, this action will cause the meeting to be continued, but not to exceed thirty (30) minutes.

33 For items to be considered on the agenda, they must be received in the Director of Schools' office by
34 noon seven (7) business days prior to the scheduled date of the meeting. The person(s) requesting an
35 item on the agenda shall forward any background information to the Director of Schools' office so that
36 the material will be included in the delivery to the board members prior to the meeting.

Other work sessions may be called when necessary. Work session agendas, together with supporting materials, shall be distributed to board members at least three (3) days prior to the scheduled date of the meeting. All work session rules of adjournment will be aligned with rules of Board meetings.

Legal References

1. Public Acts of 2026, Chapter No. 699

Cross References

Duties of Officers 1.201
Executive Committee 1.301
Appearances Before the Board 1.404

Cheatham County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Public Forum	Descriptor Code: 1.401	Issued Date: 07/06/23
		Rescinds: 1.401	Issued: 12/07/15

**First Reading
8 4 2026**

The Cheatham County Board of Education welcomes public input and comment and allows up to thirty (30) minutes (or more, at the Board's discretion, when pressing issues arise) during regular Board meetings to allow Cheatham County residents, Cheatham County students, parents or legal guardians of Cheatham County students, Cheatham County property owners, and employees of the Cheatham County School District an opportunity to address the Board pursuant to the guidelines outlined in this policy.

The Board encourages the Cheatham County community to use this form for comment on issues scheduled for consideration at the current board meeting.¹ The Board does not wish for the form to become a venue for airing grievances or creating media sensationalism. The Board strives to maintain a positive atmosphere for communication from Cheatham County residents to the Board to ensure the pursuit of excellence in education, to promote integrity in our students and staff, to provide fair treatment of all persons, to encourage community involvement and support, and overall, to provide a fun and exciting place for students.

PROCEDURES FOR SPEAKING BEFORE THE BOARD

- Speakers must complete the information form and submit to board secretary no less than three (3) business days prior to the public forum. Be prepared to speak when the chairman calls your name.
- Each speaker will be allowed two to three minutes to speak before the Board, with the time per speaker being determined by the chairman, depending on the number of speakers.
- Speakers may comment on ~~issues scheduled for consideration at the board meeting on current board agenda~~ topics listed on the agenda and matters that are germane to the school board's jurisdiction.
- Each speaker should state the following:
 - his/her name
 - whether they are a Cheatham County citizen, Cheatham County student, parent of a Cheatham County student, Cheatham County property owner, and/or a School District employee
- All remarks shall be directed to the Board only. Remarks shall be made to the Board as a body and not to a particular board member.

- No person shall be allowed to make obscene, derogatory, or slanderous remarks while addressing the Board. Persons doing so will be asked to stop speaking and will forfeit the remainder of their time.
- No person shall be allowed to disrupt or interfere with the procedures.
- No employee shall be personally named/identified.
- Remarks shall end when the speaker's allotted time has expired.
- Questions from board members and/or the director may be asked for clarification; however, no person shall be permitted to enter into any discussion or debate either directly with or through any member of the Board or with anyone present at the meeting.

Since the purpose of this forum is to offer a venue in which the Board can hear as many speakers as possible in the allotted time, Board members and/or the director will not address the issues or concerns brought to their attention by the speaker at this time. All issues or concerns will be noted and reviewed and the appropriate administrator, director or board member will provide a response to each speaker within thirty (30) days following the meeting.

Legal References

1. Public Acts of 2023, Chapter No. 300

Cross References

School Board Meetings 1.400
Public Forum Information Form 1.401.1 (AP)
Agendas 1.403
Discrimination/Harassment of Employees 5.500
Complaints and Grievances 5.501
Student Discrimination, Harassment, Bullying, Cyber-
bullying, and Intimidation 6.304
Student Concerns 6.305

Cheatham County Board of Education			
Monitoring: Review: Annually, in September	Descriptor Term: Appeals to and Appearances Before the Board	Descriptor Code: 1.404	Issued Date: 07/06/23
		Rescinds: 1.404	Issued: 12/07/15
	First Reading 8 4 2026		

1 **APPEALS TO THE BOARD**

2 Any matter relating to the operation of the school system may be appealed to the Board. However, the Board
3 desires that all matters be settled at the lowest level of responsibility and will not hear complaints or concerns
4 which have not advanced through the proper administrative procedure from the point of origin. If all steps of the
5 administrative procedure have been pursued and there is still a desire to appeal to the Board, the matter shall be
6 referred in writing to the office of the Director of Schools and the Board shall determine whether to hear the
7 appeal.

8 **APPEARING BEFORE THE BOARD**

9 *Public Comment Period ²*

10 *There shall be a public comment period for each meeting with actionable items on the agenda, with the exception*
11 *of teacher disciplinary hearings. Comments shall be limited to the topics listed on the agenda and matters that are*
12 *germane to the school board's jurisdiction.* If an individual wishes to address the Board ~~on an item on the agenda~~
13 *he/she may complete the information form and submit to the board secretary no less than three (3) business days*
14 *prior to the board meeting. Delegations must select only one individual to speak on their behalf unless otherwise*
15 *determined by the Board. The chair may recognize individuals not on the agenda for remarks to the Board if it is*
16 *determined that such is in the public interest. A majority vote of members present can overrule the decision of the*
17 *chair. Individuals speaking to the Board shall address remarks to the chair and may direct questions to individual*
18 *board members or staff members only upon approval of the chair. Each person speaking shall state his name,*
19 *address, and subject of presentation. Remarks will be limited to five (5) minutes unless time is extended by the*
20 *Board. The chair shall have the authority to terminate the remarks of any individual who is disruptive or does not*
21 *adhere to Board rules.¹ Members of the Board and the Director of Schools may have the privilege of asking*
22 *questions of any person who addresses the board.*

23 Individuals desiring additional information about any item on the agenda shall direct such inquiries to the office
24 of the Director of Schools.

25 *Adding an Item to the Agenda*

26 Individuals desiring to appear before the Board must submit a written request with descriptive materials to the
27 office of the Director of Schools at least seven (7) business days before the meeting. If the request is approved by
28 the Executive Committee, the item will be placed on the agenda. Sufficient background materials will be provided
29 by the speaker. Individuals placed on the agenda will be recognized at the beginning of the meeting and given
30 time to speak when their topic of interest is addressed on the agenda. All requests submitted will be included in
31 the board packet.

Legal References

Cross-References

1. ~~TCA 39-17-306~~

~~School Board Meetings 1.400~~

~~Agendas 1.403~~

~~Complaints About School Personnel 5.502~~

Legal References

2. TCA 39-17-306

3. TCA 8-44-112; Public Acts of 2026, Chapter No. 620

Cross References

School Board Meetings 1.400

Public Hearings 1.401

Agendas 1.403

Discrimination/Harassment of Employees 5.500

Complaints and Grievances 5.501

Student Discrimination, Harassment, Bullying, Cyber-
bullying, and Intimidation 6.304

Student Concerns 6.305

Cheatham County Board of Education

Monitoring:

Review: Annually, in
September

Descriptor Term:

Charter School Renewal

First Reading
8 4 2026

Descriptor Code:

1.905

Issued Date:

10/02/25

Rescinds:

1.905

Issued:

05/02/24

1 ANNUAL NOTICE¹

2 The Director of Schools/designee shall annually notify the charter school of whether the charter school
3 is “on-track” or “off-track” for renewal. The status of each charter school shall be published in the
4 annual authorizing report.

5 INTERIM REVIEW

6 The Director of Schools/designee shall conduct an interim review of a charter school in the fifth year
7 of a charter term in accordance with guidelines developed by the Department of Education. As part of
8 this process, the charter school shall submit a report on the progress of the school in achieving the
9 goals and objectives set forth in the charter agreement.^{1,2}

10 CUMULATIVE PERFORMANCE REPORT

11 Three (3) months prior to the date on which a charter school is required to submit a renewal
12 application, the Director of Schools/designee shall submit a performance report to the charter school¹
13 that summarizes the school’s performance record over the charter term and states the summative
14 findings concerning the school’s performance and prospects for renewal.^{2,3}

15 APPLICATION AND EVALUATION

16 No later than April 1st of the year prior to the year in which the charter school agreement expires, the
17 governing body of a charter school shall submit a renewal application to the Board.^{1,4} The Director of
18 Schools/designee shall report each renewal application received to the Tennessee Public Charter
19 School Commission (“the Commission”) within ten (10) days of receipt.⁴

20 The Director of Schools/designee shall conduct a renewal evaluation site visit to each charter school
21 that submits a charter renewal application.

22 The Board will make renewal decisions by February 1st in the year the charter school agreement
23 expires.

24 RENEWAL CRITERIA⁴⁻⁵

25 The Board shall define and communicate with schools the criteria for renewal that is consistent with
26 the charter agreement. The Board shall make its renewal decision based on the renewal application,
27 annual progress reports, and renewal performance report.

Within ten (10) days of the Board voting by resolution on a renewal application, the Director of Schools/designee shall promptly notify a school of its renewal recommendation and decision, including the reasons for the decision and any rights to an appeal. The Director of Schools/designee shall promptly communicate renewal decisions to the school community and public as well as the Department of Education and Commission.

High-Performing Charters

High-performing charter school renewal applications shall be automatically approved for renewal. A charter school will be deemed high-performing if it:¹

1. Has met or exceeded standards on at least seventy-five percent (75%) of the indicators in each section of the school performance framework in each of the three (3) immediately preceding school years;
2. Has attained a school composite level of “above expectations” or “significantly above expectations” as represented by the Tennessee Value-Added Assessment System (TVAAS) in each of the three (3) immediately preceding school years; and
3. Has had no significant audit findings during the term of the current charter agreement.

Within ten (10) days of the Board approving a high-performing charter school for renewal, the Director of Schools/designee shall report the approval to the Department of Education and the Commission.

Legal References

1. TCA 49-13-121(k); Public Acts of 2025, Chapter No. 275
2. State Board of Education Policy 6.111
3. TCA 49-13-121(a); Public Acts of 2025, Chapter No. 275
4. TCA 49-13-121; State Board of Education Policy 6.111; Public Acts of 2025, Chapter No. 275

1. Public Acts of 2026, Chapter No. 1012
2. TCA 49-13-121(k)
3. State Board of Education Policy 6.111
4. TCA 49-13-121(a)
5. TCA 49-13-121; State Board of Education Policy 6.111

Cheatham County Board of Education			
Monitoring: Review: Annually, in September	Descriptor Term: Annual Operating Budget	Descriptor Code: 2.200	Issued Date: 10/03/16
		Rescinds: 2.200	Issued: 12/07/15
	First Reading 8 4 2026		

1 *General*

2 All school system budgets are the operational plans stated in financial terms which describe the programs
3 to be conducted during the fiscal year beginning July 1st ending June 30th the following year.¹ The
4 Director of Schools is tasked with ensuring that the budget documents are presented in a clear and
5 understandable manner. This may include providing narrative and visual tools that assist the public in
6 understanding why the funds are needed and how they will be used.²

7 *Central Office*

8 **PREPARATION PROCEDURES**

9 Budget planning shall include an analysis of previous staffing, curriculum and facilities, and projections
10 requiring additional staffing, curriculum modifications, and additional facilities.

11 The budget proposal should be balanced, consistent with board policy and contract conditions, to include
12 provisions for:

- 13 • Programs to meet the needs of the entire student body;
- 14 • Staffing arrangements adequate for proposed programs;
- 15 • Maintenance of the district's equipment and facilities; and
- 16 • Efficiency and economy.¹ and
- 17 • An unrestricted fund balance of 10% of budgeted operating revenues or expenditures. The Board
18 shall determine the fund balance percentage that meets fiscal health standards and expectations
19 of both school board members and takes into consideration feedback from the County
20 Commission.²

21 Budget preparation shall be the responsibility of the Director of Schools.³ The Director of Schools will
22 establish procedures for the involvement of staff, including requests from department heads and
23 principals, all of whom shall seek advice and suggestions from other staff. ~~and faculty members.~~

24 The Director of Schools and the Chairman of the Board shall develop a budget preparation calendar no
25 later than January 1st of the current school year.⁴ The calendar shall be used as a guide for coordinating
26 the budgetary activities of individuals and groups, collecting budget data, reviewing budget problems,
27 and making budget decisions.

28 **HEARING AND REVIEWS**

29 ~~The proposed budget will be available for inspection by various interested citizens or groups in the office~~
30 ~~of the director of schools.~~

Budget documents, including the proposed budget, financial reports, and spending details shall be posted online and made available for inspection by various interested citizens or groups in the office of the Director of Schools.

Public feedback shall be gathered in public meetings.

FINAL ADOPTION PROCEDURE

The Board shall submit a proposed budget in accordance with the budget timeline established by the Board and County Commission.^{2 4} If a budget timeline is not agreed upon, the Board shall submit a proposed budget to the County Commission no later than May 1st.^{2 5} If the proposed budget is rejected, the Board shall submit a revised budget proposal within ten (10) business days after receiving notice of the rejection.^{5 6}

Within ten (10) days of adoption of the final budget, the Director of Schools shall file a copy with the Commissioner of Education.^{3 7} Within thirty (30) days of the beginning of each fiscal year, the Director of Schools shall submit to the Commissioner a complete and certified copy of its entire school budget for the school year that is signed by the Director of Schools and the County Commission.⁸

Beginning in 2027, the Director of Schools/designee shall annually provide the following to the Office of Research and Accountability in the office of the Comptroller of the Treasury by August 1st:

1. A planning and budgetary report for the upcoming school year; and
2. An expenditure report for the immediately preceding school year.⁹

Legal References

- ~~1. Tennessee Internal School Uniform Accounting Policy Manual; Section 4-19~~
- ~~2. Public Acts of 2016, Chapter No. 1080 (d)(4)~~
- ~~3. TCA 49-2-301(b)(1)(Z); TRR/MS 0520-1-2-.13(2)(a)~~
- ~~4. See TCA 49-2-203(a)(10)~~
- ~~5. Public Acts of 2016, Chapter No. 1080 (d)(5)(B)~~

Cross Reference

~~Budget Preparation 2.200.1~~

1. Internal School Funds Manual, Section 4-35
2. Tenn. Comptroller of the Treasury, Fiscal Health Principles for Tenn. School Districts and Local Governments (2026)
3. TCA 49-2-203(a)(9)
4. TCA 5-9-402(c)
5. TCA 5-9-402(d)(4)
6. TCA 5-9-402(d)(5)(C)
7. TCA 49-2-301(b)(1)(X); TRR/MS 0520-01-02-.13(2)(a)
8. Public Acts of 2026, Chapter No. 1012
9. Public Acts of 2026, Chapter No. 1007

Role of the Board of Education 1.101
Executive Committee 1.301

Cheatham County Board of Education

Monitoring:
**Review: Annually, in
November**

Descriptor Term:

Family Life Education

Descriptor Code:

4.213

Issued Date:

08/08/24

Rescinds:

4.213

Issued:

10/07/21

**First Reading
8 4 2026**

1 *General*

2 A family life education program shall be implemented within the school district in compliance with state
3 law.¹

4 A parent/guardian who chooses not to have a student participate in the family life education program
5 shall submit such request in writing to the principal. A student who is excused from the program shall
6 be assigned alternative health activities and shall not be penalized academically.

7 **FAMILY LIFE INSTRUCTION**

8 The curriculum for the family life education program shall, in a manner that is age-appropriate and
9 factually and medically accurate, include the following:²

- 10 1. Teach the skills needed to make healthy decisions in all aspects of marriage and family life;
- 11
- 12 2. Encourage sexual health by helping students understand how the whole person is affected by
- 13 sexual activity as well as other risk behaviors;
- 14
- 15 3. Provide information about human reproduction, including conception, birth, and prenatal care,
- 16 as well as the process of adoption and its benefits;
- 17
- 18 4. Provide information on the family unit and the responsibilities and consequences related to sexual
- 19 activity, including the challenges of single teen parenting;
- 20
- 21 5. Promote only sexual risk avoidance through abstinence and the positive results of avoiding sexual
- 22 activity;
- 23
- 24 6. Provide instruction on the detection, intervention, prevention, and treatment of child sexual
- 25 abuse, including such abuse that may occur in the home, and human trafficking in which a victim
- 26 is the child; and internet crimes against children;
- 27
- 28 7. Provide instruction on the prevention of dating violence;
- 29
- 30 8. Encourage communication between parent(s)/guardian(s) and students; and
- 31

9. Address the legal aspects of sexual activity with emphasis on the rights of the student.

10. Include the presentation of a high-quality, computer-generated animation or high-definition ultrasound of at least three (3) minutes in duration that shows the development of the brain, heart, and other vital organs in early fetal development per state academic standards.³

Instruction in topics related to sexual activity are not age-appropriate for students in grades kindergarten through five (K-5) and shall not be taught as part of the family life curriculum. This does not prohibit instruction on detection, intervention, prevention and treatment of child sexual abuse and human trafficking of children.⁴

The family life education program shall be reviewed annually to ensure that the prohibited items of instruction, as provided for in state law,⁵ are not included in the curriculum.

TRAINING ON INSTRUCTION

Personnel providing family life instruction shall receive training prior to presenting such instruction. Personnel shall conduct such instruction with maturity and discretion.

CHILD TRAFFICKING PREVENTION EDUCATION

Instruction on child trafficking prevention and awareness shall be provided for all students in grades K-12 in a manner that is age-appropriate, grade-appropriate, and advances each year through developmentally appropriate instruction and skill building.⁶

The Director of Schools/designee shall develop a plan to implement child trafficking prevention education into the district's health education instruction and present it to the Board for approval.

REPORTING

At the beginning of each school year, the Director of Schools shall provide the contact information to the Department of Children's Services of each employee or trained professional providing instruction on family life curriculum related to child sex abuse, human trafficking, and internet crimes. The Director shall also report on the curriculum selected by the Board of Education.

Legal References

1. [TCA 49-6-1302](#)

2. [TCA 49-6-1304; Public Acts of 2024, Chapter No. 571](#)

- 3. Public Acts of 2024, Chapter No. 795
- 4. Public Acts of 2024, Chapter No. 970
- 5. TCA 49-6-1304(b)

- 1 1. TCA 49-6-1302
- 2 2. TCA 49-6-1304(a); TCA 49-6-1601(g)(2)
- 3 3. TCA 49-6-1304(c)
- 4 4. TCA 49-6-1304(d)
- 5 5. TCA 49-6-1304(b)
- 6 6. Public Acts of 2026, Chapter No. 744

Cheatham County Board of Education			
Monitoring: Review: Annually, in November	Descriptor Term: Interscholastic Athletics	Descriptor Code: 4.301	Issued Date: 08/07/25
	First Reading 8 4 2026	Rescinds: 4.301	Issued: 09/05/24

No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, be treated differently from another person, or otherwise be discriminated against in any athletic program of the school. Equal athletic opportunities shall be provided for members of both sexes.¹

Sex shall be defined as the “immutable characteristics of the person’s reproductive system that identify the person as male or female, as determined by anatomy and genetics existing at the time of birth”.²

Student athletes shall only be allowed to participate in athletic activities or events that align with the student’s sex indicated on his/her original birth certificate.^{2 3} The Director of Schools/designee shall require the parent/guardian to provide the student’s original birth certificate prior to participation in any interscholastic athletics. If the original birth certificate is not available or does not indicate the student’s sex at the time of birth, the parent/guardian shall provide medical documentation showing evidence of the student’s sex at birth.

Interscholastic athletics shall be administered as a part of the regular school program and shall be the principal’s responsibility. Principals shall ensure that school regulations regarding participation in a sport are reasonable. Athletic schedules shall be filed in each school principal’s office. The principal or his/her designee must accompany an athletic team on trips. Transportation of teams to athletic games is approved by the Board, provided the team’s school reimburses the Board for mileage.

Bylaws of the Tennessee Secondary School Athletic Association shall regulate the operation and control of athletics.³ The Director of Schools/designee shall develop a code of conduct for all coaches to follow in order to ensure the health and safety of athletes.⁴

INSURANCE & PHYSICAL EXAMINATIONS

In the event that the school's insurance provider does not extend coverage to an athlete, that athlete must provide proof of independently secured catastrophic coverage and liability coverage, with the school system as a named insured, of not less than the limits set forth in state law.^{4 5} It shall be the responsibility of the parent(s) or guardian(s) to provide health and hospitalization insurance for all students participating in interscholastic athletics.

Prior to participation in interscholastic athletics, every student must complete an annual physical examination.⁶ The parents/guardians of each student shall be responsible for covering the cost of the examination, and these records shall be on file in the principal’s office.

SCHEDULING CONFLICTS

No principal or teacher of any school shall dismiss his/her school or any group of students for the purpose of attending the practice of any interscholastic sport during the school day without written permission from the Board.⁷ This does not prevent regular physical training lessons in the daily school program.

1 Students shall not be required to attend a school athletic event, or event related to participation on a
2 school athletic team, if the event is on an official school holiday, observed day of worship, or religious
3 holiday. The student's parent or legal guardian shall notify the coach in writing three (3) full school days
4 prior to the event.⁸

5 **SEVERE WEATHER⁴**

6 Severe weather is any type of weather that could impede the safety of any athlete by compromising the
7 playing conditions of the interscholastic sport. Severe weather includes, but is not limited to, thunder,
8 lightning, and extreme temperatures. When severe weather is forecasted, suspension of play shall be
9 discussed with all players, coaches, and officials, if applicable.

10 All coaches who oversee or participate in outdoor training, practice, or competition shall annually
11 complete a heat illness prevention course approved by the Tennessee Department of Health as well as
12 receive training on activity modifications based on environmental conditions.

13 **ATTENDANCE & CONDUCT**

14 Attendance and conduct records of athletic participants shall be deemed acceptable by their principal
15 before these students may participate in athletics.

16 Participants on athletic teams shall maintain at least a C average.

17 **PROHIBITION AGAINST HAZING**

18 Coaches, employees, and volunteers of the school district shall not encourage, permit, condone, or
19 tolerate hazing activities.⁹

20 **HOME SCHOOL STUDENT PARTICIPATION¹⁰**

21 Home school students shall be permitted to participate in accordance with TSSAA or TMSAA
22 guidelines. If a school is not a member with these organizations, home school students that are zoned
23 for the school shall be permitted to participate in interscholastic athletics to the same extent as other
24 students.

25 **VIRTUAL SCHOOL STUDENT PARTICIPATION¹¹**

26 Virtual school students shall be permitted to participate in accordance with TSSAA or TMSAA
27 guidelines. If a school is not a member with these organizations, virtual school students that are zoned
28 for the school shall be permitted to participate in interscholastic athletics to the same extent as other
29 students.

30 **PRIVATE SCHOOL STUDENT PARTICIPATION¹²**

31 While students from private schools are permitted to try out for interscholastic athletics teams, this
32 does not guarantee that they will make the team. As with all students, those from other schools shall
33 only be admitted to the team subject to the independent decision of the coach or other relevant school
34 official.

1 *Public Schools with TSSAA or TMSSAA Membership*

2 Private school students shall be permitted to participate in accordance with TSSAA or TMSAA
3 guidelines subject to the following conditions. These students must:

- 4 • Attend a private school that is not a member with TSSAA or TMSAA and serves fewer than
5 two-hundred (200) students in grades six through eight (6-8) or fewer than two hundred
6 students in grades nine through twelve (9-12);
7
8 • Satisfy the eligibility requirements established by TSSAA or TMSAA; and
9
10 • Reside within the geographic boundaries of the district.

11 These students shall be permitted to participate in athletic programs not offered by the private school,
12 but only in the middle or high school that they are zoned to attend.

13 *Public Schools without TSSAA or TMSSAA Membership*

14 If a school is not a member with these organizations and offers its students the opportunity to
15 participate in interscholastic athletic competition, private school students that are zoned for the school
16 shall be permitted to participate in interscholastic athletics to the same extent as other students.

Legal References

1. ~~34 CFR § 106.41; 20 USCA § 1681 et seq.~~
2. ~~TCA 49-6-310(a)~~
3. ~~TRR/MS 0520-01-02-.08(1)~~
4. ~~TCA 49-6-3601~~
5. ~~TCA 29-20-403~~
6. ~~20 USCA § 1232h(e); TRR/MS 0520-01-13-.01(1)(a)~~
7. ~~TCA 49-6-1002(a)~~
8. ~~TCA 49-6-1002(e)~~
9. ~~TCA 49-2-120~~
10. ~~TCA 49-6-3050(e)(1)(B)~~
11. ~~Public Acts of 2025, Chapter No. 173~~

1. 34 CFR § 106.41; 20 USCA § 1681 et seq.
2. Public Acts of 2026, Chapter No. 938
3. TCA 49-6-310(a)
4. TCA 49-6-3601
5. TCA 29-20-403
6. 20 USCA § 1232h(c); TRR/MS 0520-01-13-.01(1)(a)
7. TCA 49-6-1002(a)
8. TCA 49-6-1002(c)
9. TCA 49-2-120
10. TCA 49-6-3050(e)(1)(B)
11. TCA 49-16-216
12. Public Acts of 2026, Chapter No. 893

Cross References

~~Special Use of School Vehicles 3.402~~
~~Student Insurance Program 3.601~~
~~Extracurricular Activities 4.300~~
~~Attendance 6.200~~

Special Use of School Vehicles 3.402
Student Insurance Program 3.601
Extracurricular Activities 4.300
Attendance 6.200

Cheatham County Board of Education			
Monitoring: Review: Annually, in November	Descriptor Term: Use of the Internet	Descriptor Code: 4.406	Issued Date: 08/07/25
		Rescinds: 4.406	Issued: 09/01/22
	First Reading 8 4 2026		

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

EMPLOYEES

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

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

1. Development of the Network and Internet Use Agreement.
2. General rules and ethics of internet access.
3. Guidelines regarding appropriate instruction and oversight of student internet use.
4. A uniform signature block for use by all district employees; and
5. Prohibited and illegal activities, including but not limited to the following:¹
 - Sending or displaying offensive messages or pictures;
 - Using obscene language;
 - Harassing, insulting, defaming or attacking others;
 - Damaging computers, computer systems, or computer networks;
 - Hacking or attempting unauthorized access to any computer;
 - Violation of copyright laws;
 - Trespassing in another's folders, work or files;
 - Intentional misuse of resources;
 - Using another's password or other identifier (impersonation);
 - Use of the network for commercial purposes; and
 - Buying or selling on the internet.

STUDENTS

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

1. General rules and ethics of internet use.
2. Prohibited or illegal activities, including, but not limited to:¹
 - Sending or displaying offensive messages or pictures;
 - Using obscene language;
 - Harassing, insulting, defaming or attacking others;
 - Damaging computers, computer systems, or computer networks;
 - Hacking or attempting unauthorized access;
 - Violation of copyright laws;
 - Trespassing in another's folders, work or files;
 - Intentional misuse of resources;
 - Using another's password or other identifier (impersonation);
 - Use of the network for commercial purposes;
 - Buying or selling on the Internet;
 - Revealing your personal address or phone number or that of another person; and
 - Use of the network that requires excessive bandwidth or causes a slowdown of the network such as streaming sites like Netflix, Hulu, Disney+, etc.

INTERNET SAFETY MEASURES²

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

- Limiting the content accessible by students using the internet access provided by the district to content that is age-appropriate;
- Protecting the safety and security of students when they are using electronic mail, chat rooms, and other forms of direct electronic communications using internet provided by the district;
- Preventing unauthorized access, including "hacking" and other unlawful activities by students on-line;
- Restricting students' access to materials harmful to them.
- Preventing students from using internet access provided by the district to access websites, web application, or software that does not protect students against the disclosure, use or dissemination of their personal information.

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

- Utilizing technology that filters, blocks, or otherwise prevents internet access (for both students and adults) to material that is obscene or pornographic;³
- Prohibiting and preventing a use from sending, receiving, viewing, or downloading materials that are deemed to be harmful to minors;⁴
- Maintaining and securing a usage log; and
- Monitoring on-line activities of students.²

The Board shall provide reasonable public notice of, and at least one (1) public hearing or meeting to address and communicate, its Internet safety measures.²

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

Complaints alleging a violation of the internet safety measures shall be submitted to the Director of Schools/Designee. All complaints shall be reviewed to determine how to appropriately respond.

E-MAIL

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

PRE-K-5 E-MAIL ACCESS

Email addresses for students in pre-K-5 for identification purposes but prohibits allowing those students to use the address to send or receive emails

INTERNET SAFETY INSTRUCTION⁶

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

SOCIAL NETWORKING

1. Students are prohibited from accessing social media platforms using district internet except when expressly authorized by a teacher for educational purposes.⁷
2. District staff who have a presence on social networking websites are prohibited from posting data, documents, photographs, or inappropriate information that is likely to create a material and substantial disruption of classroom activity. This includes posting information regarding activities within the school system that would be inappropriate to share with the public.
3. District staff are prohibited from accessing personal social networking sites on school computers or during school hours, except for legitimate instructional purposes.

4. The Board discourages district staff from socializing with students on social networking websites. The same relationship, exchange, interaction, information, or behavior that would be unacceptable in a non-technological medium is unacceptable when done through the use of technology.

VIOLATIONS

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

VENDOR CONTRACTS⁸

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

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; Public Acts of 2025, Chapter No. 195](#)
3. [TCA 49-1-221\(a\)\(1\)\(C\)\(i\)](#)
4. [TCA 39-17-901; TCA 49-1-221\(a\)\(1\)\(C\)\(ii\)](#)
5. [TCA 10-7-512](#)
6. [TCA 49-1-221\(a\)\(1\)\(E\)](#)
7. [Public Acts of 2025, Chapter No. 195](#)
8. [TCA 49-1-221\(c\)](#)

Cross References

Use of Email 1.805
 Complaints Regarding Digital or Online Resources 4.406.5
 School and System Websites 4.407
 Controversial Materials 4.801
 Student Publications 6.704

Cheatham County Board of Education			
Monitoring: Review: Annually, in April	Descriptor Term: Grading System	Descriptor Code: 4.600	Issued Date: 09/05/24
	First Reading 8 4 2026	Rescinds: 4.600	Issued: 07/07/22

1 The **D**irector of **S**chools 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 according to state rules and regulations.¹

8 The Director of Schools shall submit a copy of the grading, reporting and assessment systems to the
9 board before the system is implemented.² These guidelines shall be communicated annually to students
10 and parents/guardians.

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

12 **GRADING SYSTEM: GRADES NINE - TWELVE (9-12)²**

13 Schools teaching grades nine (9) through twelve (12) shall use the uniform grading system established
14 by the State Board of Education. **This shall also apply to students enrolled in eighth grade for the grades**
15 **achieved on high school courses.** Using the uniform grading system, students' grades shall be reported
16 for the purposes of application for post-secondary financial assistance administered by the Tennessee
17 Student Assistance Corporation.

18 Subject-area grades shall be expressed by the following letters with their corresponding percentage
19 range:

- 20 • A (90-100)
- 21 • B (80-89)
- 22 • C (70-79)
- 23 • D (60-69)
- 24 • F (0-59)

25 Grading floors with a minimum above zero are not permitted.³ This grading system shall be uniform
26 throughout the school system for each grade.

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

- 29 • Honors Courses – three (3) percentage points;

- Local and Statewide Dual Credit, Capstone Industry Certification – four (4) percentage points; and
- Advanced Placement, Cambridge International, College Level Exam Program (CLEP), and International Baccalaureate Courses, and Dual Enrollment Courses – five (5) percentage points.

LOTTERY SCHOLARSHIPS⁴

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

Seniors may apply for the Tennessee HOPE Scholarship by completing the Free Application for Federal Student Aid (FAFSA). The FAFSA is available at the guidance office or online at www.fafsa.ed.gov. Students shall be made aware of all applicable FAFSA deadlines and encouraged to submit applications in a timely manner.

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

LOTTERY SCHOLARSHIP DAY

Each school year, prior to scheduling courses for the following school year, schools teaching students in grades 8-11 shall conduct a lottery scholarship day for students and their parents.⁵

Legal References

1. [TCA 49-2-203\(b\)\(16\); TCA 49-2-301\(b\)\(1\)\(H\)](#)
2. [TRR/MS 0520-01-03-.02; State Board of Education Policy 3.301; TCA 49-6-407](#)
3. [Public Acts of 2024, Chapter No. 1005](#)
4. [TCA 49-4-904, 905, 907](#)
5. [TCA 49-4-932\(f\)](#)
1. [TCA 49-2-203\(b\)\(16\); TCA 49-2-301\(b\)\(1\)\(H\); Public Acts of 2026, Chapter No. 901](#)
2. [TRR/MS 0520-01-03-.02; State Board of Education Policy 3.301; TCA 49-6-407](#)
3. [TCA 49-6-407\(c\)\(2\)](#)

Cross References

Alternative Credit Options 4.209
 Credit Recovery 4.210
 Reporting Student Progress 4.601
 Honor Roll, Awards, & Class Ranking 4.602
 Promotion and Retention 4.603
 Transcript Alterations 4.608

4. [TCA 49-4-904, 905, 907](#)
5. [TCA 49-4-932\(f\)](#)

Cheatham County Board of Education

Monitoring:

Review: Annually, in
December

Descriptor Term:

Promotion and Retention

Descriptor Code:

4.603

Issued Date:

10/02/25

Rescinds:

4.603

Issued:

09/05/24

First Reading
8 4 2026

General

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

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

1. The student's ability to perform at the current grade level;
2. The results of local assessments, screening, or monitoring tools;
3. State Assessments, as applicable;
4. The overall academic achievement of the student;
5. The student's chance for success with more difficult material if promoted to the next grade;
6. Attendance record; and
7. Social and emotional maturity.
8. Home Literacy Reports.³

Students may be identified for retention after the February 1st deadline if the delay in identifying a student is due to⁴:

1. Date of enrollment; or
2. Additional information acquired after results of local assessment, screening, or monitoring are released.

VOLUNTARY RETENTION⁵

A parent/guardian of a student enrolled in kindergarten through second grade may choose to retain his/her student in the current grade level if:

- 1 1. The student has a documented academic or behavioral delay; and
- 2 2. The parent/guardian believes that retention may benefit the student.

3 This information shall be submitted in writing within thirty (30) days of the end of the school year. The
4 district shall send written notice to the parent/guardian confirming whether the student is eligible for
5 retention under state law.

6 **PROMOTION PLANS⁶**

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

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

20 A student who demonstrates sufficient academic progress according to his/her promotion plan shall be
21 promoted to the next grade level unless retention is required per additional requirements for students in
22 third and fourth grade.⁷

23 If a student has not demonstrated sufficient academic progress according to his/her promotion plan by
24 the end of the school year, the student shall be eligible to enroll in a summer reading or learning
25 program, if available. Parent(s)/guardian(s) shall be notified of a decision for retention at least ten (10)
26 calendar days prior to the start of the next school year if the student was enrolled in a summer program.
27 However, if the student wasn't enrolled in a summer program, the parent(s)/guardian(s) shall be
28 notified of a decision for retention at least thirty (30) calendar days prior to the start of the next school
29 year.⁸

30 **RETENTION⁷**

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

33 *Decision of Retention – General⁹*

34 If a student is retained, the Director of Schools/designee shall develop an individualized academic
35 remediation plan within thirty (30) calendar days after the beginning of the next school year. A copy of

the plan shall be provided to the student's parent(s)/guardian(s) within ten (10) days of its development. This plan shall include at least one of the following strategies:

1. Adjustment to the current instructional strategies or materials;
2. Additional instructional time;
3. Individual tutoring;
4. Modification to the student's classroom assignment to ensure the student receives instruction from a highly effective teacher; with a level of overall effectiveness of above expectations (level 4) or significantly above expectations (level 5); or
5. Attendance or truancy interventions.

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

Decision of Retention – Third Grade¹⁰

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

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

1. A student in third grade receiving a performance level rating of "approaching" on the ELA portion of the student's most recent TCAP test may be promoted if:
 - a. The student is an English language learner and has received less than two (2) full years of ELA instruction;
 - b. The student was previously retained in grades K-3;
 - c. The student is retested before the next school year and scores proficient in ELA;
 - d. The student attends a learning loss bridge camp before the next school year, maintains a ninety percent (90%) attendance rate, and demonstrates adequate growth on the post-test at the end of the camp;
 - e. The student receives tutoring for the entirety of the next school year in accordance with state law; or
 - f. Beginning with the 2023-2024 school year, the student demonstrates proficiency in ELA standards by scoring within the fiftieth percentile on the most recently administered state-provided benchmark assessment and the district provides tutoring services to the student during the entire fourth grade school year and notifies the student's parent(s)/guardian(s), in writing, of the benefits of enrolling the student in summer programming; **or**

g. The student was administered a state-mandated assessment pursuant to TCA 49-1-616(d) as a third-grade student and the student demonstrates proficiency in ELA based on the student scoring within the fiftieth percentile on the most recently administered universal reading screener approved by the State Board of Education or the Tennessee universal reading screener.¹¹

2. A student in third grade receiving a performance level rating of “below” on the ELA portion of the student’s most recent TCAP test may be promoted if:

- a. The student is an English language learner and has received less than two (2) full years of ELA instruction;
- b. The student was previously retained in grades K-3;
- c. The student is retested before the next school year and scores proficient in ELA; or
- d. The student attends a learning loss bridge camp before the next school year, maintains a ninety percent (90%) attendance rate, and receives tutoring for the entirety of the next school year in accordance with state law.

*Decision of Retention – Fourth Grade*¹⁰

Students in the following categories may be promoted to fifth grade if they demonstrate adequate growth on the fourth-grade ELA portion of the TCAP test:

1. A student who was promoted to fourth grade due to receiving tutoring for the entirety of the fourth-grade school year; and
2. A student who was promoted to fourth grade due to attending a learning loss bridge camp while maintaining a ninety percent (90%) attendance rate and receiving tutoring for the entirety of the fourth grade school year.

If a student that was promoted to fourth grade under one of the provisions above does not demonstrate adequate growth on the fourth-grade ELA portion of the TCAP test, then the following shall occur:

1. The student’s principal shall convene a conference consisting of the following parties: the student’s parent(s)/legal guardian, the student’s ELA teacher, and the student’s principal.
2. The conference shall review the student’s fourth grade ELA performance to determine if the student should be promoted to fifth grade.
3. At the conclusion of the conference, a majority of the parties shall agree to one of the following:
 - a. The student will be promoted to fifth grade and be assigned a tutor for the entirety of the student’s fifth-grade year; or
 - b. The student will be retained in fourth grade. A student shall not be retained more than once in fourth grade.

*Decision of Retention – Students with Disabilities*¹¹⁻¹²

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

APPEALS^{8,12-13}

When a student is identified for retention, the parent(s)/guardian(s) shall be notified about the decision to retain the student and provided with information on the right to appeal the decision. Appeals shall be made to a committee appointed by the principal within ten (10) business days. The student and his/her parent(s)/guardian(s) shall be provided written or actual notice of the appeal hearing and shall be given the opportunity to address the committee. The committee shall conduct a hearing within ten (10) business days to determine if the student will be promoted and issue such decision within five (5) business days. Upon notification of the committee decision, the principal shall send written notification to the Director of Schools/designee and the parent(s)/guardian(s). The notification shall advise parent(s)/guardian(s) of their right to appeal such action within ten (10) business days to the Director of Schools/designee.

The appeal shall be heard no later than ten (10) business days after the request for appeal is received. A decision shall be issued within five (5) business days.

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

For students where retention is required per the additional requirements for students in third and fourth grade, parent(s)/guardian(s) may appeal this decision in accordance with state law.^{13 7}

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. TCA 49-6-314; TRR/MS 0520-01-03-.16(6)
6. TRR/MS 0520-01-03-.16(6)
7. TRR/MS 0520-01-03-.16(6)(f)
8. TRR/MS 0520-01-03-.16(6)(e)
9. TRR/MS 0520-01-03-.16(6)(g)
10. TRR/MS 0520-01-03-.16(7)
11. 29 U.S.C. § 794 (Section 504); 20 USCA § 1400 et seq.; TRR/MS 0520-01-03-.16(7)(e); TCA 49-6-3115(a)(3)

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

12. ~~TRR/MS 0520-01-03-.16(3); TRR/MS 0520-01-02-.17(7); TCA 49-6-3102(e)(1)~~
13. ~~TRR/MS 0520-01-03-.16(7)(f)~~

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. TCA 49-6-314; TRR/MS 0520-01-03-.16(6)
6. TRR/MS 0520-01-03-.16(6)
7. TRR/MS 0520-01-03-.16(7)(f)
8. TRR/MS 0520-01-03-.16(7)(e)
9. TRR/MS 0520-01-03-.16(7)(g)
10. TRR/MS 0520-01-03-.16(8)
11. Public Acts of 2026, Chapter No. 1030
12. 29 U.S.C. § 794 (Section 504); 20 USCA § 1400 *et seq.*; TRR/MS 0520-01-03-.16(7)(e); TCA 49-6-3115(a)(3)
13. TRR/MS 0520-01-03-.16(3); TRR/MS 0520-01-02-.17(7); TCA 49-6-3102(e)(1)

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

Cheatham County Board of Education			
Monitoring: Review: Annually, in December	Descriptor Term: Graduation Requirements		Descriptor Code: 4.605
	First Reading 8 4 2026		Issued Date: 10/05/23
		Rescinds: 4.605	Issued: 09/05/19

GENERAL

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

Before high school graduation, every student shall:¹

1. Achieve the specified twenty-two (22) units of credit;
2. Take the required end of course exams;
3. Have satisfactory records of attendance and conduct;
4. Take the ACT or SAT prior to graduation;² and
5. Pass a United States civics test.³

If a middle school student successfully completes any of the State Board-required high school credits, as evidence by a passing grade in the course prior to grade nine (9), the student shall receive graduation credit for that coursework.⁴

SPECIAL EDUCATION STUDENTS^{4,5}

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

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

Special Education Diploma

A special education diploma shall be awarded to students who have not met the requirements for a regular high school diploma,^{5,6} but have:

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

Occupational Diploma

Special education students who do not meet the requirements for a regular high school diploma may be awarded an occupational diploma if the student has:^{1,4,5}

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

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

Alternate Academic Diploma

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

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

STUDENT LOAD

All full time students in grades 9-12 shall be enrolled each semester in subjects that produce a minimum of five (5) units of credit for graduation per year. Students with hardships and gifted students may appeal this requirement to the **D**irector of **S**chools and then to the **B**oard.⁶⁻⁷

EARLY GRADUATION⁷

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

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

1. Earn the required seventeen (17) credits;
2. Achieve a benchmark score for each required end-of-course exam;
3. Attain a cumulative GPA of at least 3.2 on a 4.0 scale;
4. Meet the minimum ACT, **or SAT, or Classic Learning Test (CLT)** benchmark score;
5. Obtain a qualifying benchmark score on a world language proficiency assessment; and
6. Complete at least two (2) types of the following courses:
 - a. AP;
 - b. IB;
 - c. Dual enrollment; or
 - d. Dual credit.

- 1 The Director of Schools shall develop administrative procedures to ensure that the early graduation
- 2 program is conducted in accordance with state law, including reporting the total number of requests to
- 3 graduate early to the TN Department of Education.⁹

Legal References

1. ~~TCA 49-6-6001; State Board of Education Policy 2.103
TRR/MS 0520-01-03-.06~~
2. ~~TCA 49-6-6001(b); State Board of Education Policy 2.103~~
3. ~~TCA 49-6-408; State Board of Education Policy 2.103;~~
4. ~~TRR/MS 0520-01-03-.06(1)(a); State Board of Education
Policy 2.103~~
5. ~~TCA 49-6-6005; State Board of Education Policy 2.103~~
6. ~~TRR/MS 0520-01-03-.06~~
7. ~~TCA 49-6-8303; State Board of Education Policy 2.103~~

Cross References

~~Basic Curriculum Program 4.201
Alternative Credit Options 4.209
Honor Roll, Awards, & Class Ranking 4.602
Early Graduation Program 4.605.1~~

Legal References

1. TCA 49-6-6001; State Board of Education Policy 2.103;
TRR/MS 0520-01-03-.06
2. TCA 49-6-6001(b); State Board of Education Policy 2.103
3. TCA 49-6-408; State Board of Education Policy 2.103
4. State Board of Education Policy 2.102
5. TRR/MS 0520-01-03-.06; State Board of Education Policy
2.103
6. TCA 49-6-6005; State Board of Education Policy 2.103
7. TRR/MS 0520-01-03-.06(19)
8. TCA 49-6-8103; State Board of Education Policy 2.103;
Public Acts of 2026, Chapter No. 912
9. Public Acts of 2026, Chapter No. 1040

Cross References

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

Cheatham County Board of Education			
Monitoring: Review: Annually, in February	Descriptor Term: Application and Employment	Descriptor Code: 5.106	Issued Date: 12/11/25
	First Reading 8 4 2026	Rescinds: 5.106	Issued: 10/03/24

1 **APPLICATION**

2 An individual desiring a position shall make application to the Director of Schools on forms developed
3 by his/her office. To ensure the safety and welfare of students and staff, the district shall require
4 criminal history background checks and fingerprinting for all applicants, employees, non-faculty
5 coaches, chaperones, contract workers, and volunteers.¹ If applying for a teaching position, the
6 Director of Schools shall also check the applicant’s license status in the State Board of Education’s
7 database to determine if there is a hold on that applicant’s license, and if so, the reasoning behind the
8 hold.²

9 Knowingly falsifying information shall be sufficient grounds for termination of employment and shall
10 also constitute a Class A misdemeanor which must be reported to the District Attorney General for
11 prosecution.³

12 Any costs incurred to perform these background checks and fingerprinting shall be paid by the
13 applicant. The Board shall reimburse the applicant if a position is offered and accepted.⁴

14 *Professional Employees*

15 The application shall include a transcript of credits earned at the colleges or universities attended along
16 with references from persons such as previous employers, college professors, and supervisors of
17 student teachers. Other information shall include whether such applicant has been dismissed for cause
18 from a school system.⁵ If previously employed by a local board of education, the applicant shall
19 provide evidence of acceptable resignation.

20 No person shall be employed:

- 21 1. Who does not hold a valid license to teach or a temporary permit to teach from the State Board
22 of Education;⁶
- 23 2. Who has been identified by the Department of Children’s Services, or on a similar registry in
24 another jurisdiction, as a perpetrator of child abuse, severe child abuse, child sexual abuse, or
25 child neglect, or who poses an immediate threat to the health, safety, or welfare of children;⁷
- 26 3. Who is listed on the state’s abuse of vulnerable persons registry maintained by the Department
27 of Health⁷ or on a similar registry in another jurisdiction;⁷
- 28 4. Who has any contagious or communicable disease in such form that might endanger the health
29 of school children;⁸
- 30 5. Who refuses to take and subscribe to an oath to support the Constitution of the State of
31 Tennessee and of the United States of America;⁹
- 32 6. **Who has not had their information verified using E-Verify;¹⁰**

7. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from employment for cause; or
8. Who does not receive a satisfactory background check.¹⁰⁻¹¹

Support Employees

No person shall be employed:

1. Who has any contagious or communicable disease in such form that might endanger the health of the children;⁸
2. Who has been identified by the Department of Children's Services, or on a similar registry in another jurisdiction, as a perpetrator of child abuse, severe child abuse, child sexual abuse, or child neglect, or who poses an immediate threat to the health, safety, or welfare of children;⁷
3. Who is listed on the state's abuse of vulnerable persons registry maintained by the Department of Health⁷ or on a similar registry in another jurisdiction;⁷
4. Who has not had their information verified using E-Verify;¹⁰
- ~~5. Who has not complied with the Immigration Reform and Control Act of 1986;¹¹~~
6. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from employment for cause; or
7. Who does not receive a satisfactory background check.¹⁰⁻¹¹

EMPLOYMENT

After checking references and receiving written recommendations, the Director of Schools shall hire and assign qualified applicants.

Initial Employment for Professional Employees

The Director of Schools shall notify such person, in writing, of the offer and conditions of employment. Upon receipt of employment notification, such person shall have fourteen (14) days to accept or reject, in writing, the offered employment.^{12 13} From the date of the written acceptance, such person is considered to be under employment with the system and is subject to all rights, privileges, and duties.

Legal References

1. [TCA 49-5-406; TCA 49-5-413](#)
2. [State Board of Education Policy 5.501](#)
3. [TCA 49-5-406\(a\)\(2\)\(A\)](#)
4. [TCA 49-5-413\(e\)](#)
5. [TCA 49-2-131](#)
6. [TCA 49-5-403; TCA 49-5-101; TCA 49-5-106](#)
7. [TCA 49-5-413\(e\)](#)
8. [TCA 49-5-404](#)
9. [TCA 49-5-405](#)
10. [TCA 49-5-413\(a\), \(f\)](#)
11. [Immigration Reform and Control Act of 1986, Pub. L. No. 99-603, 100 Stat. 3359, 8 USCA § 1101 *et seq.*](#)
12. [TCA 49-5-406\(b\)](#)

1. [TCA 49-5-406; TCA 49-5-413](#)
2. [State Board of Education Policy 5.501](#)
3. [TCA 49-5-406\(a\)\(2\)\(A\)](#)
4. [TCA 49-5-413\(c\)](#)
5. [TCA 49-2-131](#)
6. [TCA 49-5-403; TCA 49-5-101; TCA 49-5-106](#)
7. [TCA 49-5-413\(e\)](#)
8. [TCA 49-5-404](#)
9. [TCA 49-5-405](#)
10. [Immigration Reform and Control Act of 1986, Pub. L. No. 99-603, 100 Stat. 3359, 8 USCA § 1101 *et seq.*; Public Acts of 2026, Chapter No. 772](#)
11. [TCA 49-5-413\(a\), \(f\)](#)
12. [TCA 49-5-406\(b\)](#)

Cross References

Orientation and Probation 5.107
 Compensation Guides & Contracts 5.110
 Background Investigations 5.118
 Recommendations and File Transfers 5.203
 Interim Employees 5.700
 Qualifications and Duties of the Director of Schools 5.802

Orientation and Probation 5.107
 Compensation Guides & Contracts 5.110
 Background Investigations 5.118
 Recommendations and File Transfers 5.203
 Interim Employees 5.700
 Qualifications and Duties of the Director of Schools 5.802

Cheatham County Board of Education			
Monitoring: Review: Annually, in February	Descriptor Term: Sick Leave	Descriptor Code: 5.302	Issued Date: 06/04/26
	First Reading 8 4 2026	Rescinds: 5.302	Issued: 09/07/23

1 **PROFESSIONAL PERSONNEL**

2 ~~Professional personnel shall earn one (1) day of sick leave for each month employed during the school~~
3 ~~year, and these days shall accumulate for an unlimited number of days.¹~~

4 Professional personnel shall earn sick leave as outlined below and these days shall accumulate for an
5 unlimited number of days.¹

- 6 • 10-month contract = 8 sick days earned per year
- 7 • 11-month contract = 9 sick days earned per year
- 8 • 12-month contract = 10 sick days earned per year

9 Sick leave shall be defined as: illness of a full-time employee from natural causes or accident, quarantine,
10 or illness or death of a member of the immediate family of an employee, including employee's wife or
11 husband, parents, grandparents, children, grandchildren, brothers, sisters, mother-in-law, father-in-law,
12 daughter-in-law, son-in-law, brother-in-law, and sister-in-law.²

13 A signed statement listing the cause of absence shall be provided by the employee on forms furnished
14 by the Director of Schools and shall promptly be given to the immediate supervisor in support of all
15 claims for sick leave pay. A falsified statement shall be grounds for dismissal. An employee absent
16 for five (5) consecutive working days shall submit a doctor's statement verifying illness or injury of the
17 employee or immediate family member.

18 Frequent use and/or suspected misuse of sick leave by an employee are sufficient grounds for requiring
19 a physician's certificate stating the reason for absence.

20 Documentation from a physician may be required in support of any claim for sick leave pay.

21 The principal shall notify the Director of Schools' office at once if an employee is sick beyond the limit
22 of his/her sick leave accumulation.

23 Permanent, cumulative sick leave records for each active professional employee shall be kept in the
24 Director of Schools' office.

25 A teacher, upon employment, may transfer his accumulated sick leave from another Tennessee school
26 system provided that the Director of Schools of the system in which the accumulated leave was held
27 provides notarized verification.³

28

1 **SUPPORT PERSONNEL**

2 Support personnel shall earn one (1) day of sick leave for each month an employee is employed.

3 Unused sick leave benefits will be allowed to accumulate indefinitely and reported to TCRS upon
4 retirement.

5 The immediate supervisor may require documentation from a physician stating the reason for absence.

6 **SICK LEAVE BANK**

7 The purpose of the sick leave bank is to provide sick leave to all employees who have suffered an
8 unplanned personal illness, injury, disability, or quarantine and whose personal sick leave is exhausted.

9 To form a sick leave bank, a minimum of twenty (20) employees from the school system shall petition
10 the Board for permission to establish a sick leave bank.⁵ Upon approval, sick leave bank trustees shall
11 be appointed and shall operate as the governing body of the sick leave bank and shall enacted rules and
12 regulations consistent with state law.⁶ Employees wishing to participate shall initially give a maximum
13 of three (3) days of sick leave. These days are to be deducted from the employee's personal accumulation
14 and donated to the sick leave bank. Donations of sick leave to the bank are nonrefundable and
15 nontransferable.⁷

16 At any time the number of days in the sick leave bank is less than twenty (20), or one (1) per employee
17 if there are more than twenty (20) members, or at any time deemed advisable, the trustees shall assess
18 each member one (1) or more days of accumulated sick leave. If an employee has no accumulated sick
19 leave at the time of assessment, the first earned days shall be donated as they are accrued by the
20 employee.⁷

21 An employee who is a member of the sick leave bank may request an allotment of days (for the
22 employee's personal illness only or on account of an illness of his/her minor child) in the manner
23 designated by the trustees. The need for these days must be verified by a statement from a doctor.⁸

24 By written notice to the trustees, an employee may withdraw from bank participation on June 30 of any
25 year.⁹ Membership withdrawal results in forfeiture of all days contributed.

26 The sick leave bank shall be operated in accordance with state law.¹⁰

Legal References

1. [TCA 49-5-710\(a\)\(1\); Public Acts of 2026, Chapter No. 1022](#)
2. [TRR/MS 0520-01-02-.04\(2\)](#)

Cross References

[Workers' Compensation 3.602](#)
[Orientation and Probation 5.107](#)
[Short-Term Leaves of Absence 5.300](#)

- | | |
|--|---|
| 3. TCA 49-5-710(a)(5) | Commitment of Membership to the Sick Leave Bank |
| 4. TCA 49-5-811 | 5.302.4 |
| 5. TCA 49-5-803 | Family and Medical Leave 5.305 |
| 6. TCA 49-5-804; TCA 49-5-805 | Physical Assault Leave 5.307 |
| 7. TCA 49-5-807 | |
| 8. TCA 49-5-808(j), (m) | |
| 9. TCA 49-5-806(d) | |
| 10. TCA 49-5-801 et seq. | |
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- | | |
|---|------------------------------------|
| 1. TCA 49-5-710(a)(1); Public Acts of 2026, Chapter No. 1022 | Workers' Compensation 3.602 |
| 2. TRR/MS 0520-01-02-.04(2) | Orientation and Probation 5.107 |
| 3. TCA 49-5-710(a)(5) | Short Term Leaves of Absence 5.300 |
| 4. TCA 49-5-811 | Family and Medical Leave 5.305 |
| 5. TCA 49-5-803 | Physical Assault Leave 5.307 |
| 6. TCA 49-5-804; TCA 49-5-805 | |
| 7. TCA 49-5-807 | |
| 8. TCA 49-5-808(j), (m) | |
| 9. TCA 49-5-806(d) | |
| 10. TCA 49-5-801 et seq. | |

Cheatham County Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Personal and Professional Leave	Descriptor Code: 5.303	Issued Date: 07/11/16
	First Reading 8 4 2026	Rescinds: 5.303	Issued: 08/04/97

Personal and professional leave shall be granted in accordance with the laws of the State of Tennessee and the rules and regulations of the State Board of Education.

Certified employees shall earn personal and professional leave at the rate of ~~one day~~ **two (2) days** for each half-year employed for a total of ~~two (2)~~ **four (4)** days per year. Any personal and professional leave remaining unused at the end of a year shall be credited to sick leave.¹

If, at the termination of services, any employee has been absent for more days than leave has been earned, an amount sufficient to cover the excess days used shall be deducted from the employee's final salary payment.²

PERSONAL LEAVE

Subject to the following conditions, personal leave may be taken at the discretion of the employee:

1. Except in emergency, each employee shall give the principal at least ~~one~~ **five (5)** day's notice in writing of intent to take leave;
2. The approval of the principal of the school shall be required:²⁻³
 - a. If more than ten percent (10%) of the teachers in any given school request its use on the same day;
 - b. If requested during any prior established student examination period;
 - c. If requested on the day immediately preceding or following a holiday or vacation period;
 - d. If personal leave is requested for days scheduled for professional development or in-service training, according to a school calendar adopted by the local board of education prior to the commencement of the school year; or
 - e. If personal leave is requested for days scheduled for parent-teacher conferences, according to a school calendar adopted by the local board of education prior to the commencement of the school year.

PROFESSIONAL LEAVE

Professional leave is a short, temporary absence for the purpose of attending workshops and other meetings relating to school business or serving on boards and commissions which meet during daytime hours when appointed by a mayor, city council, county executive or county commission.³⁻⁴

- 1 Requests shall be submitted to the principal at least five (5) days prior to requested leave of absence.

Legal References

- ~~1. TCA 49-5-711; TRR/MS 0520-01-02-.04(3)~~
- ~~2. TCA 49-5-711(e)(1)~~
- ~~3. TCA 49-5-205~~

1. TCA 49-5-711(a); Public Acts of 2026, Chapter No. 1022; TRR/MS 0520-01-02-.04(3)
2. TCA 49-5-711(b)
3. TCA 49-5-711(c)(1)
4. TCA 49-5-205

Short Term Leaves of Absence 5.300
Legislative Leave 5.309

Cheatham County Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Staff Rights & Responsibilities First Reading 8 4 2026	Descriptor Code: 5.600 Rescinds: 5.600	Issued Date: 10/05/23 Issued: 09/11/17
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In fulfilling any citizenship rights and responsibilities, employees shall give proper consideration to the educational welfare of students and ensure that no conflict exists with their actual duties.

Each staff member has the right to:¹

1. A work environment free from sexual, racial, ethnic, and religious discrimination/harassment;²
2. Academic freedom within the confines of state law and board policy in order to create an atmosphere of freedom in the classroom;

Educators have the right to:

1. Be treated with civility and respect as well as having his/her professional judgement and discretion respected;
2. Report any errant, offensive, or abusive content or behavior of a student to the principal and/or appropriate agencies;
3. Provide students with a safe environment;
4. Defend themselves and their students from physical violence or harm;³
5. Share information regarding a student's educational experience, health, or safety with the student's parent(s)/guardian(s) unless otherwise prohibited;⁴
6. Review all instructional material or curriculum before being utilized by students; and
7. Not be required to use his/her personal money to appropriately equip a classroom.
8. Report students who commit offenses of assault and battery or vandalism on school property endangering the life, health, or safety of others pursuant to state law;⁵ and
9. Receive benefits in accordance with state law if the educator is a teacher who is on leave due to a physical assault or other violent criminal act committed during the course of employment.⁶

Each staff member has the responsibility to:

1. Make themselves familiar with and abide by, the laws of the state as these affect their work, the policies of the board and the procedures designed to implement them;⁵

- 1 2. To adhere to the Teacher Code of Ethics;⁶⁷
- 2 3. Refrain from any sexually related behavior with students, including students who have graduated
- 3 or withdrawn in the immediately preceding twelve (12) months;⁸
- 4 4. Exercise good judgment in selecting issues for discussion and balance the relative maturity of
- 5 students and the students' right to know;
- 6 5. Be courteous and helpful in interacting and responding to parents, visitors and members of the
- 7 public;
- 8 6. Keep all records and prepare and submit promptly all reports that may be required by state law,
- 9 state board regulations, board policy and administrative procedures; and
- 10 7. Wear appropriate dress for work according to board guidelines and local school rules.

Legal References

1. ~~42 USCA § 2000e-2(a), (b); TCA 49-6-8004~~
2. ~~TCA 49-5-209; Public Acts of 2023, Chapter No. 153~~
3. ~~TCA 49-6-2802~~
4. ~~20 USCA 1232g~~
5. ~~TCA 49-6-4302~~
6. ~~TCA 49-5-714~~
7. ~~TCA 49-5-1001 et seq.~~

Cross References

- Curriculum Development 4.200
 Controversial Issues 4.800
 Religion in the Curriculum 4.804
 Employee Dress Code 5.600.1

- 11 1. 42 USCA § 2000e-2(a), (b); TCA 49-6-8004
- 12 2. TCA 49-5-209
- 13 3. TCA 49-6-2802
- 14 4. 20 USCA § 1232g
- 15 5. TCA 49-6-4301
- 16 6. TCA 49-5-714
- 17 7. TCA 49-5-1001
8. Public Acts of 2026, Chapter No. 898

Cheatham County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Attendance	Descriptor Code: 6.200	Issued Date: 08/07/25
		Rescinds: 6.200	Issued: 09/07/23

**First Reading
8 4 2026**

Attendance is a key factor in student achievement, and therefore, students are expected to be present each day school is in session. The Director of Schools/designee shall develop appropriate administrative procedures to implement this policy.

The Attendance Supervisor shall oversee the entire attendance program which shall include:¹

1. Ensuring that all school age children attend school;
2. All accounting and reporting procedures and their dissemination;
3. Alternative program options for students who severely fail to meet minimum attendance requirements;
4. Providing documentation of enrollment status upon request for students applying for new or reinstatement of driver's permit or license; and
5. Notifying the Department of Safety whenever a student with a driver's permit or license withdraws from school.²

Student attendance records shall be given the same level of confidentiality as other student records. Only authorized school officials with legitimate educational purposes may have access to student information without the consent of the student or parent(s)/guardian(s).³

Absences shall be classified as either excused or unexcused as determined by the principal/designee. Excused absences shall include:⁴

1. Personal illness/injury (doctor's statement required);
2. Illness of immediate family member (doctor's statement required);
3. Death in the family;
4. Extreme weather conditions;
5. Religious observances;⁵
6. College visits (documentation required);

7. Pregnancy (doctor's statement required);
8. School endorsed activities;
9. Summons, subpoena, or court order (documentation required); or
10. Circumstances which in the judgment of the principal create emergencies over which the student has no control.

The principal shall be responsible for ensuring that:⁶

1. Attendance is checked and reported daily for each class;
2. Daily absentee sheets contain sign in/sign out sheets and indicate students present or absent for the majority of the day;
3. All student absences are verified;
4. Written excuses are submitted for absences and tardiness;
5. System-wide procedures for accounting and reporting are followed; and
6. A School Progressive Truancy Intervention Plan is in place and followed.

TRUANCY

General

Annually, the Director of Schools/designee will provide written notice to parent(s)/guardian(s) that attendance at school is required. Students shall be present at least fifty percent (50%) of the scheduled school day in order to be counted present. Students may attend part-time days, alternating days, or for a specific amount of time as indicated in their Individualized Education Plan or 504 Plan and shall be considered present for school attendance purposes.

If a student is required to participate in a remedial instruction program outside of the regular school day where there is no cost to the parent(s)/guardian(s) and the school system provides transportation, unexcused absences from these programs shall be reported in the same manner.⁷

A student who is absent five (5) days without adequate excuse shall be reported to the Director of Schools/designee who will, in turn, provide written notice to the parent(s)/guardian(s) of the student's absence. If a parent does not provide documentation excusing those absences within adequate time, or request an attendance hearing, the Director of Schools shall implement the progressive truancy intervention plan described below prior to referral to juvenile court.

The Director of Schools/designee shall develop appropriate administrative procedures to implement this policy.

*Progressive Truancy Plan*⁸

Tier I of the progressive truancy intervention plan shall apply to all students within the district and include schoolwide prevention-oriented supports to assist with satisfactory attendance. These supports shall include, but are not limited to, building wide incentive programs.

Tier II of the progressive truancy plan shall be implemented after the student accumulates five (5) unexcused absences, but before referral to the juvenile court, and includes the following:

1. A conference with the student and the student's parent(s)/guardian(s);
2. An attendance contract, based on the conference, signed by the student, the parent(s)/guardian(s), and an Attendance Supervisor/designee. The contract shall include:
 - a. A specific description of the school's attendance expectations for the student;
 - b. The period for which the contract is effective; and
 - c. Penalties for additional absences and alleged school offenses, including additional disciplinary action and potential referral to juvenile court; and
3. Regularly scheduled follow-up meetings to discuss the student's progress.
4. A school employee shall conduct an individualized assessment detailing the reasons a student has been absent from school. The employee may refer the student to counseling, community-based services, or other services to address the student's attendance problems.

Tier III shall be implemented if the truancy interventions under Tier II are unsuccessful. Tier III shall consist of the following interventions: Referral to Student Attendance Board, which may result in the following interventions: school-based community services; participation in a school-based restorative justice program; referral to a school-based teen court; Saturday or after-school courses designed to improve attendance and behavior. The interventions shall address students' needs in an age-appropriate manner. Finalized plans shall be approved by the Director of Schools/designee.

Transfer Students and Truancy Tracking

The district shall request attendance records for students enrolling after the start of the school year from the previous public school district. Unexcused absences accumulated at a previous district for the current school year shall be factored into the student's placement on the truancy intervention plan tiers, if applicable.⁹

NON-SCHOOL SPONSORED EXTRACURRICULAR ACTIVITY⁹

A principal/designee may excuse a student to participate in non-school sponsored extracurricular activities. The principal shall document the approval in writing and shall excuse no more than ten (10) absences each school year. No later than seven (7) business days prior to the student's absence, the student shall provide documentation to the school as proof of the student's participation along with a written request for the excused absence from the student's parent/guardian. The request shall include the following:

1. Student's name and personal identification number;

2. Student's grade;
3. The dates of the student's absence;
4. The reason for the student's absence; and
5. The signatures of the student and parent/guardian.

RELEASED TIME COURSE¹⁰

A principal/designee may excuse a student to attend a course in religious moral instruction for up to one (1) class period per school day. Students shall not be excused during any class which requires an examination for state or federal accountability purposes.

Students shall only be permitted to attend courses provided by entities that certify in writing that they have complied with the background check requirements outlined in state law.¹¹ The student shall submit a written consent form signed by the student's parent/guardian prior to participation in the released time course. The principal/designee shall document the approval in writing. The student shall provide documentation to the principal/designee as proof of the student's participation in the time released course.

The district shall not be responsible for transporting students to and from the place of instruction.

Upon submission of the student's transcript from the entity that provided the released time course, the student may be awarded one (1) unit of elective credit.

The Director of Schools shall develop procedures with secular criteria for determining whether credit shall be awarded.

~~MILITARY SERVICE OF PARENT/GUARDIAN~~

~~School principals shall provide students with a one-day excused absence prior to the deployment of and a one-day excused absence upon the return of a parent or custodian serving active military service.~~

~~Principals shall also allow up to ten (10) excused cumulative absences per year for students to visit a parent or guardian during a deployment cycle. The student shall provide documentation to the school as proof of his/her parent's/guardian's deployment. Students shall be permitted to make up schoolwork missed during these absences.~~

MAKE-UP WORK

Procedures related to make-up work shall be at the discretion of school administration and shall be included in student handbooks.

STATE-MANDATED ASSESSMENT

Students who are absent the day of the scheduled End of Course Exams must present a signed doctor's excuse or must have been given an excused release by the principal prior to testing to receive an excused

1 absence. Students who have excused absences will be allowed to take a make-up exam. Excused students
2 will receive an incomplete in the course until they have taken the End of Course Exam.

3 Students who have an unexcused absence shall receive a failing grade on the **End of Course** exam which
4 shall be averaged into their final grade.

5 **CREDIT/PROMOTION DENIAL**

6 Credit/promotion denial determinations may include student attendance, however, student attendance
7 may not be the sole criterion.¹² If attendance is a factor, prior to credit/promotion denial, the following
8 shall occur:

- 9
10 1. The student and the parent/guardian shall be advised if a student is in danger of
11 credit/promotion denial due to excessive absenteeism.
- 12
13 2. Procedures in due process are available to the student when credit or promotion is denied.

14 **DRIVER'S LICENSE REVOCATION**²

15 A student that has more than ten (10) consecutive or fifteen (15) reported unexcused absences by a
16 student during any semester renders a student ineligible to retain a driver's permit or license. ~~or to obtain~~
17 ~~such if of age.~~

18 **ATTENDANCE HEARING**¹³⁻¹¹

19 Students with excessive (more than five (5) absences) or those in danger of credit/promotion denial, shall
20 be referred to the Student Attendance Board to allow them the opportunity to address the panel and
21 discuss the circumstances surrounding their absences. The student or parent(s)/guardian(s) shall be
22 provided with written notification of the hearing. The student and/or parent(s)/guardian(s) shall be
23 provided with a written statement of the action recommended by the panel regarding the excessive
24 absences.

25 Failure to appear before the Student Attendance Board indicates that the Progressive Truancy
26 Intervention plan has failed, and the student may be referred to juvenile court.

27 Students (or their parent(s)/guardian(s)) have the right to appeal the decision of the Student Attendance
28 Board. This appeal must be made within two (2) school days to the **D**irector of **S**chools/designee.

29 The appeal shall be heard no later than ten (10) school days after the request for appeal is received.

30 Within five (5) school days of the Director of Schools/designee rendering a decision, the student's
31 parent(s)/guardian(s) may request a hearing by the Board, and the Board shall review the record.
32 Following the review, the Board may affirm or overturn the decision of the Director of Schools/designee.
33 The action of the Board shall be final.

- 1 The Director of Schools/designee shall ensure that this policy is posted in each school building and
- 2 disseminated to all students, parents, teachers and administrative staff.

Legal References

1. [TCA 49-6-3006](#)
 2. [TCA 49-6-3017\(e\)](#)
 3. [20 USCA § 1232g](#)
 4. [TRR/MS 0520-01-02-.17\(5\); State Board of Education Policy 4.100](#)
 5. [TCA 49-6-2904\(b\)\(5\)](#)
 6. [TCA 49-6-3007](#)
 7. [TCA 49-6-3021](#)
 8. [TCA 49-6-3007; TCA 49-6-3009](#)
 9. [TCA 49-6-3022](#)
 10. [TCA 49-2-130](#)
 11. [Public Acts of 2025, Chapter No. 401](#)
 12. [TCA 49-2-203\(b\)\(7\); TCA 49-6-3002\(b\)](#)
 13. [TRR/MS 0520-01-02-.17\(7\)](#)
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1. [TCA 49-6-3006](#)
 2. [TCA 49-6-3017\(c\)](#)
 3. [20 USCA § 1232g](#)
 4. [TRR/MS 0520-01-02-.17\(5\); State Board of Education Policy 4.100](#)
 5. [TCA 49-6-2904\(b\)\(5\)](#)
 6. [TCA 49-6-3007](#)
 7. [TCA 49-6-3021](#)
 8. [TCA 49-6-3007; TCA 49-6-3009](#)
 9. [Public Acts of 2026, Chapter No. 844](#)
 10. [TCA 49-2-203\(b\)\(7\); TCA 49-6-3002\(b\)](#)
 11. [TRR/MS 0520-01-02-.17\(7\)](#)

Cross References

[School Calendar 1.800](#)
[Extracurricular Activities 4.300](#)
[Interscholastic Athletics 4.301](#)
[Field Trips/Excursions/Competitions 4.302](#)
[Reporting Student Progress 4.601](#)
[Promotion and Retention 4.603](#)
[Recognition of Religious Beliefs, Customs, & Holidays—4.803](#)
[Sick Child 6.200.2](#)
[Attendance Requirements for Driver's Licenses & Learner's Permits 6.200.5](#)
[Certificate of Compulsory School Attendance Application 6.200.6](#)
[Chronic Health Verification Form 6.200.7](#)
[Voluntary Pre-K Attendance 6.2011](#)
[Homeless Students 6.503](#)
[Students in Foster Care 6.505](#)
[Students from Military Families 6.506](#)
[Student Records 6.600](#)
[School Calendar 1.800](#)
[Extracurricular Activities 4.300](#)
[Interscholastic Athletics 4.301](#)
[Field Trips/Excursions/Competitions 4.302](#)
[Reporting Student Progress 4.601](#)
[Promotion and Retention 4.603](#)
[Recognition of Religious Beliefs, Customs, & Holidays 4.803](#)
[Voluntary Pre-K Attendance 6.2011](#)
[Homeless Students 6.503](#)
[Students in Foster Care 6.505](#)
[Students from Military Families 6.506](#)
[Student Records 6.600](#)

Cheatham County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Home Schools	Descriptor Code: 6.202	Issued Date: 10/05/23
	First Reading 8 4 2026	Rescinds: 6.202	Issued: 10/07/21

A "home school" is a school conducted or directed by a parent(s)/ ~~or parents or legal~~ guardian(s) ~~or guardians~~ for their own children. Home schools which teach K-12 where the parent(s)/guardian(s) are associated with an organization that conducts church-related schools¹ (as defined by §49-50-801) are exempt from the following provisions, but must follow procedures issued by the State Department of Education.

A parent/guardian wishing to conduct a home school shall meet the following requirements:²

1. Provide annual notice to the Director of Schools before the commencement of each school year of the intent to conduct a home school;
2. Submit to the Director of Schools the name, number, age, grade level of children involved, location of the school, curriculum to be offered, proposed hours of instruction, qualifications of the parent/teacher;
3. Maintain attendance records, subject to inspection of the local Director of Schools;
4. Submit attendance records to the Director of Schools at the end of each school year;
5. Provide instruction for at least four (4) hours per day for the same number of instructional days as are required by state law³ ~~for public schools~~;
6. Possess a high school diploma or a high school equivalency credential approved by the State Board of Education;⁴
7. ~~Cooperate in the administration to home school students of appropriate tests by the Commissioner of Education, his/her designee or by a professional testing service in grades five (5), seven (7), and nine (9);~~ Ensure the administration to home school students of appropriate tests approved by the State Board of Education or a standardized test selected by the parent-teacher that provides nationally normed analytics in English and math in grades five (5), seven (7), and nine (9);⁵
8. Take actions according to state law if home school student falls behind appropriate grade level;
9. Submit proof to the Director of Schools that other health services and examinations as required by law have been received by the home school student; and
10. In the event of illness or inadequacy of the home school parent-teacher to teach a specific subject, employ a tutor having the same qualifications as required of parent/teacher.

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

FACILITIES USE

It shall be the policy of this Board that public school facilities shall be available for home school instruction only when all of the following conditions exist:

1. Special needs courses are being taught which require services unavailable to the home school student;
2. These services cannot be provided through any means other than the public schools;
3. Requests for services are made known by the home school parent when notice is given to the Director of Schools of the intent to conduct a home school;
4. The Director of Schools investigates request and make recommendations to the Board;
5. No overcrowding, additional expenses, including providing transportation, or other special situations which interfere with the normal operation of the school system shall be incurred; and
6. Approval by the Board on a case-by-case basis.

RECORD ACCESS

The Director of Schools, through the Attendance Supervisor, shall have the attendance records of the home school inspected at least two (2) times each school year in order to provide assistance in implementing the Compulsory Attendance Law.

STUDENT PERFORMANCE⁶

~~The Director of Schools shall develop administrative procedures regarding necessary consultations with home school parents in regard to student performance.~~

Legal References

- ~~1. TCA 49-50-801(a)~~
- ~~2. TCA 49-6-3050(b)~~
- ~~3. TCA 49-6-3004(a) TCA 49-6-3050(b)(3)~~
- ~~4. TCA 49-6-3050(b)(4); Public Acts of 2023, Chapter No. 114~~
- ~~5. TCA 49-6-3050(b)(6)~~

Cross-References

~~Compulsory Attendance Ages 6-201~~

1. [TCA 49-50-801\(a\)](#)
2. [TCA 49-6-3050\(b\), \(c\)](#)
3. [TCA 49-6-3004\(a\); TCA 49-6-3050\(b\)\(3\)](#)
4. [TCA 49-6-3050\(b\)\(4\)](#)
5. [TCA 49-6-3050\(b\)\(5\); Public Acts of 2026,
Chapter No. 912](#)

Compulsory Attendance Ages 6.201

Cheatham County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Student Assignment	Descriptor Code: 6.205	Issued Date: 07/11/19
		Rescinds: 6.205	Issued: 04/04/19

First Reading
8 4 2026

1 TO SCHOOLS

2 Students, including those in kindergarten, must attend the school to which they are assigned by
3 virtue of their residence.¹

4 **Parent(s)/guardian(s) who are dissatisfied with the assignment of their children may, within ten (10) days**
5 **after the assignment, make application to the Board for a hearing requesting a transfer to another school.²**

6 *Resident Students/Verification of Residence*

7 The Board defines residence for school attendance purposes as follows:¹

- 8 1. The student's custodial parent or legal guardian(s) resides at a place of abode located within
9 the limits of the school district.
- 10
- 11 2. The Cheatham County School System will require students who are seeking to enroll or
12 continue to enroll in the Cheatham County School System to register at the school they are
13 assigned to attend. The school district shall verify the residence of each student.
- 14
- 15 3. Any new student enrolling or entering the Cheatham County School System or any continuing
16 student whose residence has changed will be required to verify his or her residence address as
17 herein provided as parts of the registration process.
- 18
- 19 4. Any student whose custodial parent or legal guardian changes residence within Cheatham
20 County during the school year may remain at the school at which he or she is registered
21 only through the end of the school year in which the move is made, providing the
22 parent/guardian provides transportation. Any student whose custodial parent or legal guardian
23 changes residence outside of the limits of the school district during the school year may
24 remain at the school at which he or she is registered only through the end of the school year
25 in which the move is made, providing the parent/guardian provides transportation to and from
26 the school.
- 27
- 28 5. Students whose parent or legal guardian is a current employee of the Cheatham County
29 School System may attend a school of their choice unless enrollment reaches maximum.
30 Students currently enrolled may remain with their cohort of students.
- 31

1

2 **TO CLASSES**

3 The principal shall be responsible for assigning all students to classes. Students who enter the system
4 from another school system are to be placed by the principal in the grade and/or level as indicated by
5 records from the former school. If the student's placement is inappropriate in the grade or level
6 assigned, he/she may be reassigned by the principal, with the agreement of the teachers, to another
7 grade level. Parents shall be kept advised.

8 The principal shall separate an alleged victim of child sexual abuse from an alleged perpetrator if the
9 abuse allegedly occurred while the child was under the supervision or care of the school. If available
10 and appropriate, a child shall be reassigned if a request is made by the child's parent/guardian, and the
11 perpetrator has been: (1) substantiated by the Department of Children's Services; (2) adjudicated by a
12 juvenile court to have committed the child sexual abuse; or (3) criminally charged.³

13 If an order of protection is issued to protect a student from another student enrolled in the same school,
14 then the principal shall develop a student safety plan and implement it for the student who is named as
15 the petitioner. This shall occur as soon as possible, but no later than five (5) school days from the date
16 on which the school receives a copy of the order of protection. When reasonably practicable and
17 appropriate, the building-level school safety team and the parent(s)/guardian(s) of the student named as
18 the petitioner shall provide input into the plan. The Director of Schools shall develop administrative
19 procedures to implement this process.⁴

Legal References

1. ~~TCA 49-6-3102, 3103~~

1. TCA 49-6-3102, 3103
2. TCA 49-6-3201
3. TCA 49-6-3102(h), (i)
4. Public Acts of 2026, Chapter No. 862

Cross References

~~Promotion and Retention 4.603~~
~~Transfers Within the System 6.206~~
~~Homeless Students 6.503~~
~~Students in Foster Care 6.505~~

Promotion and Retention 4.603
Transfers Within the System 6.206
Homeless Students 6.503
Students in Foster Care 6.505

Cheatham County Board of Education			
Monitoring: Review: Annually, in April	Descriptor Term: Questioning Students and Searches	Descriptor Code: 6.303	Issued Date: 08/07/25
	First Reading 8 4 2026	Rescinds: 6.303	Issued: 03/04/21

1 INTERROGATIONS BY SCHOOL PERSONNEL

2 Students may be questioned by teachers or principals about any matter pertaining to the operation of a
3 school and/or the enforcement of its rules. Questioning shall be conducted discreetly and under
4 circumstances which will avoid unnecessary embarrassment to the student. Any student answering
5 falsely, or evasively or refusing to answer a question may be subject to disciplinary action, including
6 suspension.

7 If a student is suspected or accused of misconduct or infraction of the student code of conduct, the
8 principal may interrogate the student without the presence of parent(s)/guardian(s).

9 INTERROGATIONS BY POLICE (AT ADMINISTRATOR'S REQUEST)

10 If the principal has requested assistance by law enforcement to investigate a crime involving his/her
11 school, the police may interrogate a student suspect in school during school hours. The principal shall
12 first attempt to notify the parent(s)/guardian(s) of the student unless circumstances require otherwise.
13 However, the interrogation may proceed without attendance of the parent(s)/guardian(s), and the
14 principal or his/her designee shall be present during the interrogation.¹

15 POLICE-INITIATED INTERROGATIONS

16 If the police deem circumstances of sufficient urgency to interrogate students at school for unrelated
17 crimes committed outside of school hours, the police department should first contact the principal
18 regarding the planned interrogation and inform him/her of the probable cause to investigate. The
19 principal shall make reasonable effort to notify the parent(s)/guardian(s) of the interrogation unless
20 circumstances require otherwise. The interrogation may proceed without attendance of the
21 parent(s)/guardian(s), but the principal or his/her designee shall be present during the interrogation.

22 SEARCHES BY SCHOOL PERSONNEL

23 The school principal shall authorize all searches at the outset per state law.² All principal initiated
24 searches shall be conducted by a school security officer or a school administrator **or school employee**
25 **designated by the Director of Schools** who has completed the state required **orientation and training**.^{2,3}
26 The following conditions shall apply to principal initiated searches:

- 27 1. All the following standards of reasonableness must be met:
 - 28 a. A particular student has violated school policy;
 - 29 b. The search will yield evidence of the violation of school policy or will lead to finding
30 dangerous weapons, drugs, or drug paraphernalia;

- c. The search is in pursuit of legitimate interests of the school in maintaining order, discipline, safety, supervision, and education;
- d. The search is not conducted for the sole purpose of discovering evidence to be used in criminal prosecution; and
- e. The search shall be reasonably related to the objectives of the search and not excessively intrusive considering the age and sex of the student (**Sex shall be defined as the “immutable characteristics of the person’s reproductive system that identify the person as male or female, as determined by anatomy and genetics existing at the time of birth.”**) as well as the nature of the alleged infraction;⁴

2. A school administrator shall be on-site at any principal-initiated search;

3. A school administrator shall oversee the search and may end the search at any time; and

4. If a student is under the age of eighteen (18), the principal must notify the student’s parent or guardian within a reasonable time of the search³⁻⁷

If a school resource officer searches a student, based on having probable cause, the principal shall notify the Director of Schools/designee.⁵

In order to ensure a safe and secure learning environment, the Director of Schools shall develop procedures regarding the searching of students, lockers, vehicles, and containers which are consistent with state law. The **Director of Schools** shall develop additional procedures to ensure compliance with all of the provisions of the School Security Act of 1981.⁶

Legal References

1. ~~TCA 49-6-4203(b)~~
2. ~~TCA 49-6-4204(a); TCA 49-6-4205(a)~~
3. ~~Public Acts of 2025, Chapter No. 244~~
4. ~~TCA 49-6-4205(b)~~
5. ~~State v. R.D.S., No. M200801724COAR3JV, 2009 WL 2136324, at *1 (Tenn. Ct. App. July 16, 2009)~~
6. ~~TCA 49-6-4201; Tenn. Op. Att’y Gen. No. 14-21 (February 24, 2014)~~

1. TCA 49-6-4203(b)
2. TCA 49-6-4204(a); TCA 49-6-4205(a)
3. TCA 49-6-4212; Public Acts of 2026, Chapter No. 1040
4. TCA 49-6-4205(b); Public Acts of 2026, Chapter No. 938
5. State v. R.D.S., No. M200801724COAR3JV, 2009 WL 2136324, at *1 (Tenn. Ct. App. July 16, 2009)

Cross References

~~Traffic and Parking Controls 3.403~~
~~Procedural Due Process 6.302~~
~~Searches by Metal Detectors & Trained Animals 6.303.1~~
~~Searches by School Personnel 6.303.2~~
~~Child Abuse and Neglect 6.409~~

Traffic and Parking Controls 3.403
 Procedural Due Process 6.302
 Reporting Child Abuse 6.409

6. [TCA 49-6-4201; Tenn. Op. Att’y Gen. No. 14-21
\(February 24, 2014\)](#)
7. [TCA 49-6-4205\(a\)](#)

Cheatham County Board of Education			
Monitoring: Review: Annually, in April	Descriptor Term: Interference/Disruption of School Activities	Descriptor Code: 6.306	Issued Date: 12/02/21
		Rescinds: 6.306	Issued: 04/04/16

**First Reading
8 4 2026**

1 *General*

2 A student shall not engage in conduct which causes the disruption or interference with the operation of
3 the school while on school property, in school vehicles or buses, or at school-sponsored events,
4 whether on or off campus. The student shall not urge other students to engage in such conduct.

5 Employees are authorized to take reasonable measures to establish appropriate school behavior and
6 have the authority to control the conduct of any student while under the supervision of the school
7 district.¹

8 A student may receive disciplinary action ranging from verbal reprimand to suspension and/or expulsion
9 depending on the severity of the offense and the student's prior record.²

10 **REMOVAL OF STUDENT³**

11 If a student repeatedly or substantially interferes with the learning environment, the teacher may
12 submit a written request along with the required documentation to the principal/designee to remove the
13 student from the teacher's classroom. The student will be given notice of the rationale for the request
14 as well as the opportunity to offer an explanation.

15 The principal/designee will investigate the request and make a decision regarding the student's
16 placement. The principal will notify the teacher as to his/her decision.

17 If a teacher abuses or overuses the student removal process, the principal/designee shall address the
18 abuse or overuse with the teacher and may require the teacher to complete additional professional
19 development to improve the teacher's classroom management skills.

20 *Appeal Process*

21 If the teacher's request for removal is denied, he/she may file an appeal with the Director of
22 Schools/designee. He/she will review the teacher's request for removal as well as the decision of the
23 principal/designee and make a determination as to the student's placement.

24 **CLASSROOM EVACUATION**

25 Some or all students may be removed from a classroom or instructional area due to violent, aggressive,
26 or severely disruptive behavior of another student that creates a safety concern or substantially
27 interrupts classroom instruction.³

28 *Parental Notification*

The principal/designee shall provide notification to the parent(s)/guardian(s) of each student in the classroom or instructional area at the time of the classroom evacuation. The notification shall be provided by the end of the day in which the classroom evacuation took place unless the event that prompted the evacuation is an ongoing emergency or is otherwise under investigation by state or local law enforcement.

Notification to the parent(s)/guardian(s) must include:³

1. The fact that a classroom evacuation occurred;
2. A brief description of the general nature of the incident sufficient to explain why the classroom evacuation occurred; and
3. Any steps taken by the school to ensure the continued safety and supervision of students.

Parental notification provided in compliance with the Family Education Rights and Privacy Act (FERPA) and other applicable privacy laws.⁴ No information shall be disclosed about the student whose conduct caused the classroom evacuation, or any other student, if the disclosure would violate privacy laws.

Recordkeeping

Each school shall maintain records of:

1. The date and time of the classroom evacuation;
2. The number of students evacuated;
3. The time and manner of parental notification; and
4. The staff member responsible for issuing parental notifications.

Legal References

- ~~1. TCA 49-6-4102~~
- ~~2. TCA 49-6-3401~~
- ~~3. Public Acts of 2021, Chapter No. 77~~

Cross-References

~~Code of Conduct 6.300~~
~~Suspension 6.316~~
~~Safe Relocation of Students 6.4081~~

Legal References

- TCA 49-6-2804
- TCA 49-6-3401
- Public Acts of 2026, Chapter No. 850
- 20 USCA § 1232g; TCA 10-7-504

Cross References

Code of Conduct 6.300
Suspension 6.316
Safe Relocation of Students 6.4081

1

5.

Cheatham County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Students from Military Families	Descriptor Code: 6.506	Issued Date: 12/03/20
		Rescinds:	Issued:

**First Reading
8 4 2026**

General

The Director of Schools shall develop the necessary administrative procedures to ensure that students with parent(s)/guardian(s) in the armed services are identified and that appropriate and available services are provided for these students.¹

RELOCATION OF MILITARY SERVICE MEMBER²

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

~~Within thirty of enrollment, the parent(s)/guardian(s) of the student shall provide proof of residency within the school district.~~

This documentation must be provided to the school district within one (1) calendar year from the date of enrollment.

If the child of a military member enrolls per this policy and has an active 504 plan, IEP, or an individualized family service plan, then the district shall take the necessary steps to ensure that services are in place when the student enrolls.

ABSENCES

Principals shall provide students with a one (1) day excused absence prior to the deployment of and a one (1) day excused absence upon the return of a parent/guardian serving active military service.

Principals shall also allow up to ten (10) excused cumulative absences per year for students to visit a parent/guardian during a deployment cycle. The student shall provide documentation to the school as proof of his/her parent's/guardian's deployment. Students shall be permitted to make up school work missed during these absences.³

REMAINING IN THE DISTRICT⁴

If a student is enrolled in grades eleven (11) through twelve (12) and is a dependent child of a service member who relocates on military orders resulting in the student no longer residing in the school district due to relocation, the student shall have the option to remain enrolled in the same high school until the student graduates or withdraws

Legal References

1. ~~State Board of Education Policy 2.103~~
2. ~~TCA 49-6-3101~~
3. ~~TCA 49-6-3019~~

Cross References

~~Attendance 6.200~~
~~School Admissions 6.203~~
~~Determination of Student from Military Families 6.506.1~~
~~Military Status of Parent(s)/Guardian(s) 6.506.2~~

Legal References

1. State Board of Education Policy 2.103
2. TCA 49-6-3101; Public Acts of 2026, Chapter No. 834
3. TCA 49-6-3019
4. Public Acts of 2026, Chapter No. 834

Cross References

Attendance 6.200
School Admissions 6.203

Cheatham County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Instructional Use of Digital Devices	Descriptor Code: 4.215	Issued Date:
		Rescinds:	Issued:

NEW POLICY
First Reading
8 4 2026

General¹

In-person, teacher led instruction shall be the primary mode of instruction for students in grades kindergarten through five (K-5).

Digital devices shall be utilized in these grades only when there is a clear educational benefit, including use for remediation purposes. Further, electronic assessments and instructional tools shall be developmentally appropriate and aligned with state academic standards.

The Director of Schools shall provide guidance to staff on appropriate use of technology for these grades. The Director of Schools designee shall create a process for ensuring that digital instruction complies with this framework and state law.

SOCIAL MEDIA USE

Students in grades kindergarten through five (K-5) are prohibited from accessing social media platforms using district provided internet during the school day.

COMMUNICATION WITH PARENTS/GUARDIANS

At the beginning of each school year, the Director shall ensure that principals provide parent(s)/guardian(s) with information on digital device use in the classroom. This shall include the types of devices used and the instructional purposes for such use.

Legal References

1. Public Acts of 2026, Chapter No. 808

Cross References

Use of the Internet 4.406

Cheatham County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Outside Applied Behavior Analysis Therapy	Descriptor Code: 6.4053	Issued Date: Click here to enter a date.
		Rescinds:	Issued:

New Policy
First Reading
8 4 2026

General

This policy applies to “private pay providers”, which include licensed behavior analysts, registered behavior technicians, and licensed assistant behavior analysts, who are under contract with parent(s)/guardian(s) of students with autism spectrum disorder or developmental delays.¹

Private pay providers shall adhere to the memorandum of understanding (“MOU”), board policies, and state and federal laws while assisting students on school property and/or at school functions. This includes adhering to student confidentiality laws for any student the private pay provider encounters. The school district shall require a background check and fingerprinting of all private pay providers.

A private pay provider accompanying a student on campus shall be responsible for attending to the ongoing needs of the student they are contracted to assist. The school district shall not request the private pay provider to provide services to any other students, staff, or visitors.

The Director of Schools shall develop administrative procedures to implement this policy.

IEP TEAM COORDINATION

Private pay providers shall coordinate with the student’s IEP team by:

- Attending an onboarding session;
- Defining roles and communication channels;
- Conducting a review of relevant student records;
- Ensuring documentation is accurate and promptly provided to all parties; and
- Coordinating with the IEP team prior to each meeting.

TERMINATION OF SERVICES

Services of the private pay provider may be terminated for cause. Termination shall be based on violation of the terms of the MOU. If termination is necessary, the Director of Schools/designee shall provide the parent/legal guardian with a letter outlining the reason for the termination.

APPEALS PROCESS

If a parent/legal guardian disagrees with the school district on the provision of services, a complaint may be filed in writing with the Director of Schools. The Director shall appoint a panel to make a decision on the appeal. The panel shall be composed of three individuals: a building level administrator, a special education staff member, and one other school employee. The panel shall review the complaint from the parent/legal guardian along with information provided by district staff and make a determination on the matter within ten (10) business days.

Legal References

1. Public Acts of 2026, Chapter No. 1112; 20 U.S.C. § 1401