



**Tuesday, July 23, 2024**

**Kingsport City Schools Board of Education Work Session - 6:00 PM**

**Administrative Support Center, Tennessee Room (3rd Floor)**

**400 Clinchfield Street**

**Kingsport, TN 37660 Phone: (423) 378-2102**

1. **CALL TO ORDER**
2. **REPORTS**
  - 2.1. Policy Report (Dr. Andy True)
  - 2.2. BOE Committee Reports (Mrs. Melissa Woods)
  - 2.3. Superintendent End-of-Year Report (Dr. Chris Hampton)
3. **ADJOURNMENT**

# KINGSPORT BOARD OF EDUCATION POLICY RECOMMENDATIONS

## For: Initial Review

July 23, 2024 - Board of Work Session

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### Revised Policies considered for adoption on 1<sup>st</sup> Reading

#### REVISED POLICY – 1<sup>st</sup> Reading

##### 1.108 – Nepotism

Per Board request, it is desired to revise expectations regarding supervising relationships.

#### REVISED POLICY – 1<sup>st</sup> Reading

##### 1.501 – Visitors to the Schools

Public Chapter 810 requires Boards to adopt a code of conduct for each school in the district. This code must be placed where visitors can see it and must also contain the name and the board of professional responsibility number of the attorney who reviewed it. TSBA has updated model policy to reflect the new requirements. Additionally, TSBA recommends that Boards work closely with their attorney to develop a code of conduct for each school to meet the requirements of the new law.

#### REVISED POLICY – 1<sup>st</sup> Reading

##### 2.403 – Surplus Property Sales

Previously, legal notices were required to be placed in newspapers. Under a new change to state law, these notices are also required to be placed online on a "news and information website." TSBA has added language to policy 2.403 to align with this new requirement.

#### REVISED POLICY – 1<sup>st</sup> Reading

##### 2.601 – Fundraising Activities

Per administrative request, it is desired to add "Approved Booster Organizations" to the policy regulation regarding Online Fundraising.

#### REVISED POLICY – 1<sup>st</sup> Reading

##### 3.205 – Security

A new state law, Public Chapter 882, requires that principals immediately report certain types of assaults and certain acts of vandalism to the Superintendent of Schools and local law enforcement. TSBA has updated model policy to include this requirement.

#### REVISED POLICY – 1<sup>st</sup> Reading

##### 3.500 – Food Service Management

With implementation of Community Eligibility Provision (CEP), charging of meals is no longer necessary or allowed.

#### REVISED POLICY – 1<sup>st</sup> Reading

##### 4.403 – Library Materials

Public Chapter 782 revises the "Age Appropriate Materials Act of 2022". These changes to state law establish standards for immediate removal of material if it contains content defined in TCA 39-17-901 (i.e., nudity, sexual excitement, sexual conduct, excess violence, sadomasochistic abuse, material that is patently offensive or appeals to the prurient interest). Additionally, if the Board does not take

action on feedback within sixty days, the student, parent/guardian, or employee who submitted the feedback may appeal to the State Textbook and Instructional Materials Quality Commission to evaluate the material.

**REVISED POLICY – 1<sup>st</sup> Reading**

**6.409 – Child Abuse and Neglect**

Per Public Chapter 571, districts are required to report the names of the Child Abuse Coordinator and the Alternate Child Abuse Coordinator to the Department of Children's Services. TSBA has updated the corresponding model policy to align with this language.

**New Policies considered for adoption on 1<sup>st</sup> Reading**

**NEW POLICY – 1<sup>st</sup> Reading**

**4.214 – Use of Artificial Intelligence Programs**

Public Chapter 550 requires all Boards to adopt a policy on the use of artificial intelligence for instructional and assignment purposes. TSBA has created a new model policy that covers this topic. As this is an emerging area of technology, TSBA recommends working closely with district staff to ensure implementation aligns with board policy. More updates to this policy may be forthcoming as this area of law and technology develops.

# Kingsport City Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term:  <b>Nepotism</b>	Descriptor Code: <b>1.108</b>	Issued Date: <b>11/12/19</b>
		Rescinds: <b>1.108</b>	Issued: <b>10/03/17</b>

1 No family member or any person having been regularly living in the household of the Superintendent  
2 of Schools, members of the Board of Education or the Board of Mayor and Aldermen shall commence  
3 originally service as a regular employee during the time the related official holds office.<sup>1</sup>

4 At no time may any administrator supervise or evaluate any employee who ~~is meets any of the~~  
5 ~~following categories: a family member; resident of the same household as the administrator; or~~  
6 ~~maintains a personal relationship with the administrator that could affect or compromise the integrity~~  
7 ~~of the evaluation results. or any person having been regularly living in the household.~~

8 The provisions of this policy affect hiring and transfer subsequent to the original effective date of this  
9 policy (August 5, 1999). This policy shall not apply to any persons related who have regularly been  
10 employed by the system prior to the inception of the relationship, the adoption of this policy or a Board  
11 member's term of office.

12 For purposes of this policy, the term "family member" includes the following relationships: spouse,  
13 parent, parent-in-law, child, son-in-law, daughter-in-law, grandparent, grandchild, brother, sister,  
14 uncle, aunt, nephew, niece, or any person who resides in the same household.<sup>2</sup>

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#### Legal References

1. OP Tenn. Atty. Gen. 95-080 (August 4, 1995)
2. TCA 49-2-202(a)(3)(ii)

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#### Cross References

- Supervision 5.108  
Assignment/Transfer 5.115

# Kingsport City Board of Education

Monitoring:  <b>Review: Annually, in September</b>	Descriptor Term:  <b>Visitors to the Schools</b>	Descriptor Code: <b>1.501</b>	Issued Date: <b>11/12/19</b>
		Rescinds: <b>1.501</b>	Issued: <b>10/03/17</b>

Except on occasions such as school programs, athletic events, open house, and similar public events, ~~A~~all visitors shall report to the school office when entering the school and will sign in using the school's electronic visitor management system. Authorization to visit elsewhere in the building or on the school campus will be determined by the principal or ~~his~~-designee. All persons, other than enrolled students and employees of the school system, shall obtain and prominently display a visitor's pass issued by the principal.<sup>1</sup>

In order to maintain the conditions and atmosphere suitable for learning, no other person shall enter onto the grounds or into the school buildings during the hours of student instruction except students assigned to that school, the staff of the school, parents of students, approved school volunteers, and other persons with lawful and valid business on the school premises.<sup>2</sup> Visitor access shall be limited to monitored entrances during school hours.

## VISITOR CONDUCT

Persons who come onto school property shall be under the jurisdiction of the site administrator/designee. Individuals who come onto school property or who contact employees on school or district business are expected to behave accordingly. The Superintendent of Schools shall develop a visitor code of conduct to be presented to the board attorney, and then, approved by the Board.<sup>3</sup> This code shall prohibit the following:

1. Acts which would constitute a violation of federal law, state law, City of Kingsport ordinance, or board policy;
2. Boisterous or belligerent conduct or physical acts which would disrupt or threaten to disrupt school operations including but not limited to educational settings, school sponsored activities, and transportation of students;
3. Entry into restricted areas of school property without proper authorization or the willful attempted entry into restricted areas in the absence of a reasonable belief that authorization had been granted;
4. Acting in an unsafe manner that poses a threat to the health or safety of others;
5. Verbal or written statements or gestures which demonstrate an intent to harm an individual or property;
6. The making of any audio or video recordings where there is an expectation of privacy including but not limited to classrooms, restrooms, or locker rooms;
7. The distribution or wearing of apparel which promotes illegal drugs, promotes illegal activities, or which cause a material disruption on school grounds or may reasonably be foreseen to cause a material disruption; or
8. Acts intended to or that do cause harm to an individual or damage property.

A visitor who engages in any of the conduct prohibited pursuant to the code of conduct may at the discretion of the principal for the school at which the prohibited conduct occurs:

1. Be excluded from particular activities on school grounds;
2. Have access to school grounds limited; or
3. Be excluded from school grounds.

The visitor code of conduct shall be posted on the district’s website as well as the school’s website, and copies of the code shall be provided to all teachers, counselors, administrative staff, and other school employees. In addition, each school entrance shall have the visitor code of conduct posted prominently along with the phone number of someone in the school’s administration who can answer questions about the code.

Annually, parent(s)/guardian(s) shall be provided with a printed copy of the code of conduct, along with the phone number of someone in the school’s administration who can answer questions about the code. Parent(s)/guardian(s) shall sign a statement acknowledging that they have read and understood the code of conduct.

## CONSEQUENCES FOR CODE OF CONDUCT VIOLATION

The principal or ~~his~~ designee has the authority to exclude from the school premises any persons disrupting the educational programs in the classroom or in the school, disturbing the teachers or students on the premises, or on the premises for the purpose of committing an illegal act.<sup>2</sup> **The principal shall contact law enforcement officials when he/she believes the situation warrants such measures.**

Sales representatives are not permitted to call, collectively or individually, on the staff members of a school without authorization from the school’s administration or the Superintendent of Schools. Principals shall determine times when it is convenient and appropriate to contact staff members. Furthermore, principals may refuse to admit sales representatives to school premises. Staff members shall not discuss personal business with sales representatives during school hours.

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### Legal References

1. TCA 49-2-303(b)(4)
2. TCA 49-6-2008; TCA 39-14-406
3. Public Acts of 2024, Chapter No. 810

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### Cross References

Board-Community Relations 1.500  
Section 504 and ADA Grievance Procedures 1.802  
Vendor Relations 2.809  
Safety 3.201  
Security 3.205  
School Volunteers 4.501  
Care of School Property 6.311

## **Kingsport City Schools Visitor Code of Conduct**

Persons other than faculty, staff, and students, referred to herein as Visitors, are subject to the requirements and consequences of this Code of Conduct. Visitors are expected to exhibit particular behaviors such as the use of appropriate language, demonstrate respect for the person and property of others, and promote and maintain a safe, secure, and peaceful educational setting that promotes learning and positive character development.

Pursuant to this Code of Conduct the following acts or behaviors of Visitors are prohibited:

- Acts which would constitute a violation of federal law, state law, City of Kingsport ordinance, or board policy;
- Boisterous or belligerent conduct or physical acts which would disrupt or threaten to disrupt school operations including but not limited to educational settings, school sponsored activities, and transportation of students;
- Entry into restricted areas of school property without proper authorization or the willful attempted entry into restricted areas in the absence of a reasonable belief that authorization had been granted;
- Acting in an unsafe manner that poses a threat to the health or safety of others;
- Verbal or written statements or gestures which demonstrate an intent to harm an individual or property;
- The making of any audio or video recordings where there is an expectation of privacy including but not limited to classrooms, restrooms, or locker rooms;
- The distribution or wearing of apparel which promotes illegal drugs, promotes illegal activities, or which cause a material disruption on school grounds or may reasonably be foreseen to cause a material disruption; or
- Acts intended to or that do cause harm to an individual or damage property.

A visitor who engages in any of the conduct prohibited pursuant to this code of conduct may at the discretion of the principal for the school at which the prohibited conduct occurs:

- be excluded from particular activities on school grounds,
- have access to school grounds limited, or
- be excluded from school grounds.

The duration of the foregoing consequences shall be for so long as deemed necessary by the principal but in no event shall be for more than one calendar year per violation.

Notwithstanding the foregoing, a visitor's access to public meetings of the Board of Education shall not be limited or denied pursuant to this policy.

If you have questions regarding this Visitor Code of Conduct, please refer to the Kingsport Board of Education online Policy manual at [www.k12k.com](http://www.k12k.com) (Policy 1.501 – Visitors to the Schools) or contact the school principal at <insert principal name and school phone number>.

Pursuant to Tenn. Code Ann. § 49-6-4003, prior to its adoption, this code of conduct has been reviewed for its legality and constitutionality by City Attorney Rodney B. Rowlett, III, whose Board of Professional Responsibility Number is 030330.

Adopted this X day of X, 2024

Click here to choose a school board.			
Monitoring: <b>Review: Annually, in August</b>	Descriptor Term: <b>Visitors to the Schools</b>	Descriptor Code: <b>1.501</b>	Issued Date:
		Rescinds:	Issued:

1 *General*

2 Except on occasions such as school programs, athletic events, open house, and similar public events, all  
 3 visitors will report to the school office when entering the school and will sign-in. Authorization to visit  
 4 elsewhere in the building or on the school campus will be determined by the principal/designee. Guest  
 5 passes shall be issued for all persons other than students and employees of the school.<sup>1</sup>

6 In order to maintain the conditions and atmosphere suitable for learning, no other person shall enter onto  
 7 the grounds or into the school buildings during the hours of student instruction except students assigned  
 8 to that school, the staff of the school, parents of students, and other persons with lawful and valid business  
 9 on the school premises.<sup>2</sup>

10 **VISITOR CONDUCT**

11 Persons who come onto school property shall be under the jurisdiction of the site administrator/designee.  
 12 Individuals who come onto school property or who contact employees on school or district business are  
 13 expected to behave accordingly. The Director of Schools shall develop a visitor code of conduct to be  
 14 presented to the board attorney, and then, approved by the Board.<sup>3</sup> This code shall prohibit the following:

- 15 1. Cursing and use of obscenities;
- 16 2. Disrupting or threatening to disrupt school or office operations;
- 17 3. Acting in an unsafe manner that could threaten the health or safety of others;
- 18 4. Verbal or written statements or gestures indicating intent to harm an individual or property; and
- 19 5. Physical attacks intended to harm an individual or substantially damage property.

20 The visitor code of conduct shall be posted on the district’s website as well as the school’s website,  
 21 and copies of the code shall be provided to all teachers, counselors, administrative staff, and other  
 22 school employees. In addition, each school entrance shall have the visitor code of conduct posted  
 23 prominently along with the phone number of someone in the school’s administration who can answer  
 24 questions about the code.

25 Annually, parent(s)/guardian(s) shall be provided with a printed copy of the code of conduct, along  
 26 with the phone number of someone in the school’s administration who can answer questions about the  
 27 code. Parent(s)/guardian(s) shall sign a statement acknowledging that they have read and understood  
 28 the code of conduct.

1 **CONSEQUENCES FOR CODE OF CONDUCT VIOLATION**

2 The principal/designee has the authority to exclude from the school premises any persons disrupting  
3 the educational programs in the classroom or in the school, disturbing the teachers or students on the  
4 premises, or on the premises for the purpose of committing an illegal act.<sup>2</sup>

5 The principal shall contact law enforcement officials when he/she believes the situation warrants such  
6 measures.

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Legal References

1. [TCA 49-2-303\(b\)\(4\)](#)
2. [TCA 49-6-2008](#); [TCA 39-14-406](#)
3. [Public Acts of 2024, Chapter No. 810](#)

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Cross References

Board-Community Relations 1.500  
Section 504 and ADA Grievance Procedures 1.802  
Vendor Relations 2.809  
Safety 3.201  
Security 3.205  
School Volunteers 4.501  
Care of School Property 6.311



# *State of Tennessee*

## **PUBLIC CHAPTER NO. 810**

**SENATE BILL NO. 2202**

**By Gardenhire**

Substituted for: House Bill No. 2381

**By Parkinson**

AN ACT to amend Tennessee Code Annotated, Title 49, Chapter 1; Title 49, Chapter 2 and Title 49, Chapter 6, relative to codes of conduct at schools.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

SECTION 1. Tennessee Code Annotated, Title 49, Chapter 6, Part 40, is amended by adding the following as a new section:

(a) Each local board of education and public charter school governing body shall adopt a comprehensive code of conduct for each school under the authority of the local board of education or public charter school governing body that describes the types of behavior expected from visitors entering on school grounds. Each code of visitor conduct must emphasize the importance of:

(1) Appropriate language;

(2) Respect for the person and property of others; and

(3) Establishing and maintaining a safe, secure, and peaceful educational setting that promotes learning and positive character development.

(b) The codes of conduct adopted by a local board of education or public charter school governing body pursuant to this section must describe the types of behavior expected from a visitor entering on school grounds and the consequences of a visitor's failure to adhere to the standards. The principal of each school must apply the school's code of conduct for visitors uniformly, without partiality or discrimination.

(c) Each local board of education and public charter school governing body may elect to adopt different codes of conduct for visitors applicable to:

(1) Different classes of schools, such as elementary, middle, junior high, and senior high schools under the jurisdiction of the local board of education or public charter school governing body; and

(2) Different categories of visitors entering on school grounds, taking into consideration the reason for the visitor's presence on school grounds.

(d) Each local board of education and public charter school governing body shall, for each school under the authority of the board or governing body:

(1) Post a copy of the code of conduct adopted for visitors to the school on the board's or governing body's website, and on the school's website;

(2) Supply a copy of the code of conduct adopted for visitors to the school to all teachers, counselors, administrative staff, and school employees;

(3) Post the code of conduct adopted for visitors to the school, along with the telephone number of a member of the school's administration who can answer

questions regarding the school's code of conduct for visitors, prominently at each school entrance; and

(4) Provide parents and guardians of students enrolled at the school with a printed copy of the school's code of conduct for visitors, along with the telephone number of a member of the school's administration who can answer questions regarding the code of conduct for visitors, and require that the student's parent or guardian acknowledge that the parent or guardian has read and understands the code of conduct for visitors that will be enforced at the school. The acknowledgement required under this subdivision (d)(4) may be provided during an initial enrollment or student registration period.

(e) Before adopting a code of conduct for visitors pursuant to this section, each local board of education and public charter school governing body shall submit the proposed code of conduct to an attorney licensed to practice law in this state to review its legality and constitutionality. A local board of education or public charter school governing body shall not adopt a code of conduct for visitors unless the code of conduct includes a statement from the board or governing body that the code of conduct has been reviewed for its legality and constitutionality by an attorney, as required in this subsection (e), and includes the name and board of professional responsibility number for the attorney.

SECTION 2. This act takes effect upon becoming a law, the public welfare requiring it, and applies to the 2024-2025 school year and each school year thereafter.


SENATE BILL NO. 2202

PASSED: April 11, 2024

  
\_\_\_\_\_  
RANDY McNALLY  
SPEAKER OF THE SENATE

  
\_\_\_\_\_  
CAMERON SEXTON, SPEAKER  
HOUSE OF REPRESENTATIVES

APPROVED this 29<sup>th</sup> day of April 2024

  
\_\_\_\_\_  
BILL LEE, GOVERNOR

# Kingsport City Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term: <b>Surplus Property Sales</b>	Descriptor Code: <b>2.403</b>	Issued Date: <b>11/12/19</b>
		Rescinds:	Issued:

1 The Superintendent of Schools shall prepare a list of all surplus property for Board of Education  
2 approval.<sup>1</sup> This list shall contain the following information: name of item, condition, and reason for  
3 disposal.

4 All unusable items shall be sold to the highest bidder after advertising in a newspaper of general  
5 circulation of at least seven (7) days prior to the sale.<sup>3</sup> Notice shall also be published on a news and  
6 information website in accordance with state law.<sup>4</sup>

7 After such declaration by the Board of Education all items shall be transferred to the custody of the city  
8 Recorder of the City of Kingsport.

## 9 **DISPOSITION OF EQUIPMENT PURCHASED WITH FEDERAL DOLLARS<sup>2</sup>**

10 When equipment that was purchased with federal dollars is no longer needed for the original project or  
11 program or for other activities currently or previously supported by a federal agency, disposition of the  
12 equipment shall be made as follows:

- 13 1. Items of equipment with a current per-unit fair market value of less than \$5,000 may be  
14 retained, sold, or otherwise disposed of with no further obligation to the awarding agency; or  
15
- 16 2. Items of equipment with a current per unit fair market value in excess of \$5,000 may be  
17 retained or sold, and the awarding agency shall have a right to an amount calculated by  
18 multiplying the current market value or proceeds from sale by the awarding agency's share of  
19 the equipment.  
20

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### Legal References

1. TCA 49-6-2006(b)(3); TCA 49-6-2208
2. 2 CFR § 200.313
3. TCA 49-6-2007(b)
4. Public Acts of 2024, Chapter No. 793

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### Cross References

- Duties of Officers 1.201  
Inventories 2.702  
Textbooks 4.401

Click here to choose a school board.

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term: <b>Surplus Property Sales</b>	Descriptor Code: <b>2.403</b>	Issued Date:
		Rescinds:	Issued:

1 The Director of Schools shall prepare a list of unusable items for board approval.<sup>1</sup> The list shall contain  
2 the following information: name of item, date of purchase, and reason for disposal.

3 All unusable items shall be sold to the highest bidder after advertising in a newspaper of general  
4 circulation at least seven (7) days prior to the sale.<sup>2</sup> Notice shall also be published on a news and  
5 information website in accordance with state law.<sup>3</sup>

6 Surplus property which has no value or has a value of less than five hundred dollars (\$500) may be  
7 disposed of without the necessity of bids. In order for such disposal without bids, the Director of Schools  
8 and the Board Chair shall agree in written form that the property is of no value or is of less value than  
9 five hundred dollars (\$500).<sup>4</sup>

10 If reasonable attempts to dispose of surplus properties fail to produce monetary return to the district, the  
11 Board shall approve other methods of disposal.<sup>5</sup>

12 Surplus equipment will be auctioned off by the district at the end of the school year. The Board shall  
13 approve all surplus equipment prior to the materials being disposed of at the end of the school year.

#### 14 **DISPOSITION OF EQUIPMENT PURCHASED WITH FEDERAL DOLLARS<sup>6</sup>**

15 When equipment that was purchased with federal dollars is no longer needed for the original project or  
16 program or for other activities currently or previously supported by a federal agency, disposition of the  
17 equipment shall be made as follows:

- 18 1. Items of equipment with a current per-unit fair market value of \$5,000 or less may be retained,  
19 sold, or otherwise disposed of with no further obligation to the awarding agency; or  
20  
21 2. Items of equipment with a current per unit fair market value in excess of \$5,000 may be retained  
22 or sold, and the awarding agency shall have a right to an amount calculated by multiplying the  
23 current market value or proceeds from sale by the awarding agency's share of the equipment.  
24

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#### Legal References

1. [TCA 49-6-2006\(b\)\(3\); TCA 49-6-2208](#)
2. [TCA 49-6-2007\(b\)](#)
3. [Public Acts of 2024, Chapter No. 793](#)
4. [TCA 49-6-2007\(d\)](#)
5. [TCA 12-2-403\(a\)](#)
6. [2 CFR § 200.313\(e\)](#)

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#### Cross References

- Duties of Officers 1.201  
Inventories 2.702  
Textbooks and Instructional Materials 4.400





**State of Tennessee**  
**PUBLIC CHAPTER NO. 793**

**HOUSE BILL NO. 2114**

**By Representative Powers**

**Substituted for: Senate Bill No. 2317**

**By Senator Yager**

AN ACT to amend Tennessee Code Annotated, Title 1 and Title 8, Chapter 44, relative to public notices.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

SECTION 1. Tennessee Code Annotated, Section 1-3-120, is amended by adding the following as a new subsection:

(f) Beginning July 1, 2024, when legal notices are required to be published in a newspaper of general circulation, the notice must also be published on a news and information website that has a URL, if such a website exists, that:

(1) Has been published continuously for the previous twelve-month period;

(2) Has been published using recognized standards of professional journalism;

(3) Must have content revised on a regular basis not less than three (3) times per week;

(4) Bears a fixed title or name and date lines and complies with and abides by all copyright laws;

(5) Does not serve primarily as a platform to promote the interests or opinions of a special interest group, individual, or cause;

(6) Is principally devoted to the dissemination of local or general news with at least fifty percent (50%) of all editorial content reported being original, excluding advertisements; and

(7) Exists and is registered pursuant to state law with the secretary of state. The news and information website must have an office of publication known to be based in the county in which the notice is required to be published and that is available and open to the public where business is transacted during usual business hours, that maintains a telephone number and email listing, and that includes in each updated publication the contact information of the news and information website.

SECTION 2. This act takes effect July 1, 2024, the public welfare requiring it.

HOUSE BILL NO. 2114

PASSED: April 8, 2024



CAMERON SEXTON, SPEAKER  
HOUSE OF REPRESENTATIVES



RANDY MCNALLY  
SPEAKER OF THE SENATE

APPROVED this 23<sup>rd</sup> day of April 2024



BILL LEE, GOVERNOR

# Kingsport City Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Fundraising Activities</b>	Descriptor Code: <b>2.601</b>	Issued Date: <b>07/28/20</b>
		Rescinds: <b>2.601</b>	Issued: <b>11/12/19</b>

1 *General*

2 The following general guidelines shall be followed:<sup>1</sup>

- 3 1. Fundraising activities shall be authorized by the board and shall be for the purpose of  
4 supplementing funds for established school programs and not for supplementing funds which are  
5 the responsibility of the public. The Board encourages service projects and activities that promote  
6 a healthy lifestyle through exercise, fitness, and nutritional food choice.
- 7 2. Fundraising companies and other salespersons shall obtain permission in writing from the  
8 Superintendent of Schools' office in order to visit the schools.
- 9 3. Any commission payable by companies shall be paid in the form of reduced prices to the students  
10 or paid into the activity fund of the school for use by the school. No school employee shall  
11 personally benefit from any fundraising activity.
- 12 4. The principal must obtain written approval from the Superintendent of Schools or designee for  
13 all fundraising activities, including online fundraising activities, that involve the participation of  
14 the general student population in the marketing process of the fundraising effort. All other  
15 fundraising activities, including online fundraising activities, must have written approval from  
16 the principal and comply with all administrative procedures issued by the Superintendent of  
17 Schools. The authorization request shall contain the following information:<sup>2</sup>
- 18 a. A list of the proposed fundraising activities;
- 19 b. Purpose of the fundraising activity;
- 20 c. Proposed uses of funds raised;
- 21 d. Expected student involvement in fundraising activity (school-wide or individual class or  
22 club); and
- 23 e. Margin of profit and how it is to be paid to the school.
- 24 5. The Superintendent of Schools or designee shall determine whether or not the activity will benefit  
25 the school, contribute to the welfare of the student body, and supplement, not replace, funds  
26 necessary to fulfill the board's required contributions.
- 27 6. Students shall not be excused from a regular class to participate in a fundraising activity. No  
28 grade in a subject or course shall be affected by a student's participation in a fundraising activity.

1 7. No quotas shall be imposed on students involved, and their efforts shall be voluntary. Students  
2 who do not participate in fundraising activities shall not be punished or discriminated against in  
3 any way.

4 8. The use of unsupervised door-to-door solicitation is discouraged. The Board recognizes the role  
5 of parents in protecting the safety of their children by monitoring and supervising fundraising  
6 activities during non-school time.

7 This policy shall not be construed as preventing a teacher from using instructional or informational  
8 materials even though the materials might include reference to a brand, a product, or a service.

## 9 **LOTTERIES**

10 No fundraising activity shall be conducted which distributes prizes or makes awards to winners from  
11 among purchasers of chances by means of tickets through a random selection process.<sup>3</sup>

## 12 **ONLINE FUNDRAISING**

13 Individual schools [and/or approved booster organizations](#) may establish school-wide online fundraising  
14 accounts. The accounts must meet all fundraising requirements established by the board and the  
15 *Internal School Uniform Accounting Policy Manual*. The principal/designee of each school shall have  
16 access to the established fundraising account to ensure all funds are properly accounted for, and the  
17 information is recorded in the school's accounting records by the designated personnel. Online  
18 fundraising shall not be used on behalf and for the benefit of an outside party.

19 Employees shall not engage in online fundraising in their official capacity as district employees nor  
20 make any reference to non-school sponsored fundraisers, online or otherwise, that would lead another  
21 to believe such activity is an approved school fundraiser.

## 22 **FUNDRAISING FOR NON-EDUCATIONAL PURPOSES<sup>4</sup>**

23 On approval of the principal, an employee may be authorized to raise and use funds for the following  
24 non-educational purposes:

- 25 1. Bereavement support;
- 26 2. Award recognition;
- 27 3. Employee morale;
- 28 4. Banquets; or
- 29 5. Other situations at the principal's discretion.

30 These funds shall be derived from vending machine revenue, donations, or any other faculty specific  
31 fundraiser.

32 The Superintendent of Schools or designee shall develop administrative procedures regarding the  
33 receipt, disbursement, accounting, and auditing of these non-educational funds. The Superintendent of  
34 Schools shall ensure that the procedures are consistent with board policy and state law and disseminate  
35 them to all employees.

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Legal References

1. *Tennessee Internal School Uniform Accounting Policy Manual*, Section 4-30, 4-31
2. *Tennessee Internal School Uniform Accounting Policy Manual*, Section 4-32
3. Tenn. Op. Att'y Gen. No. 03-049 (Apr. 22, 2003)
4. TCA 49-2-134

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Cross References

Revenues 2.400  
School Support Organization 2.404  
Audits 2.703  
Vendor Relations 2.809  
Student Activity Funds Management 2.900  
Staff Gifts and Solicitations 5.605

# Kingsport City Board of Education

Monitoring: <b>Review: Annually, in October</b>	Descriptor Term:  <b>Security</b>	Descriptor Code: <b>3.205</b>	Issued Date: <b>08/08/23</b>
		Rescinds: <b>3.205</b>	Issued: <b>10/19/21</b>

1 The Superintendent of Schools shall establish procedures to protect school property which shall include,  
2 but not be limited to:<sup>1</sup>

- 3 1. Closing and securing teacher work areas when left unattended or at the end of the day;
- 4 2. Denying students permission to use the classrooms, laboratories, gymnasiums or other school  
5 facilities or equipment without appropriate supervision;
- 6 3. Controlling the issuance of keys; and
- 7 4. Developing programs that contribute to the proper care and use of school facilities and  
8 equipment.
- 9 5. Ensuring that equipment purchased with federal funds is managed as directed by federal and state  
10 law.<sup>2</sup>

11 All exterior doors leading into a school building shall be locked at all times and access to school buildings  
12 is limited to the school’s primary entrance during the school day as well as when students are present  
13 outside of regular school hours, except as detailed in the district and school Emergency Operation Plans  
14 as agreed upon by Kingsport City Schools and the Kingsport Police Department.<sup>3</sup>

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

16 ~~The principal shall notify the Superintendent of Schools as soon as practical but no longer than 24 hours  
17 after a case of vandalism, theft, building damage and/or illegal entry.~~

18 The principal shall immediately call law enforcement officials and the Director of Schools in cases  
19 involving illegal entry, assault and battery resulting in serious personal injury or involving the use of a  
20 weapon, building damage, theft, vandalism endangering life health, or safety, or valid threats of mass  
21 violence.<sup>6</sup>

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

## 24 AFTER SCHOOL HOURS

25 If, outside of regular school hours, there is a need to unlock the doors during a school activity, a school  
26 district employee shall be stationed by the door and supervise to ensure access is limited to authorized  
27 persons at all times when the door is unlocked.<sup>3</sup>

## 1 SCHOOL POLICING<sup>1</sup>

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

- 5 1. Any School Resource Officer (SRO) assigned under a memorandum must be in compliance with  
6 all laws, regulations and rules of the Peace Officer Standards and Training Commission at the  
7 time of assignment and remain compliant throughout the tenure of his or her assignment.
- 8 2. As a condition of assignment, any SRO must participate in all required training and education  
9 within the scope of the Kingsport Police Department.<sup>4</sup>
- 10 3. Any SRO assigned under the memorandum remains an employee of the law enforcement agency,  
11 subject to that agency's direction, control, supervision and discipline.
- 12 4. No officer shall be assigned to a school, or continue in such an assignment, without the consent  
13 of the Superintendent.
- 14 5. The SRO(s), while working in the school system, will be supervised on a regular basis by the  
15 KPD Operations Captain or his/her designee of the Police Department. Within the school system,  
16 each SRO will work generally under the direction of the principal or the principal's designee.
- 17 6. The memorandum may be effective for any length of time, including continuing until terminated  
18 by the parties, and may contain any reasonable notice requirement for the termination of the  
19 memorandum. However, the memorandum shall contain a provision allowing the Superintendent  
20 to suspend the active participation of the SROs in the event that the Superintendent believes that  
21 such suspension is best for the health, safety and/or wellbeing of the students and/or faculty  
22 members.

## 23 CYBERSECURITY<sup>5</sup>

24 The Superintendent of Schools/designee shall develop an administrative procedure regarding the  
25 district's cybersecurity plan to identify cybersecurity risks, implement mitigation planning, and protect  
26 cyberinfrastructure against cyberattacks and other cybersecurity threats and incidents.

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### Legal References

1. TCA 49-6-805(3)
2. 2 CFR § 200.313
3. Public Acts of 2023, Chapter No. 367
4. TCA 49-6-4217
5. TCA 49-6-805(9)
6. Public Acts of 2024, Chapter No. 882

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### Cross References

- Visitors to the Schools 1.501  
Inventories 2.702  
Care of School Property 6.311

Click here to choose a school board.			
Monitoring: <b>Review: Annually, in October</b>	Descriptor Term:  <b>Security</b>	Descriptor Code: <b>3.205</b>	Issued Date: Click here to enter a date.
		Rescinds:	Issued:

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

2 The Director of Schools shall establish procedures to protect schools which shall include, but not be  
3 limited to:

- 4 1. Closing and securing teacher work areas when left unattended or at the end of the day;
- 5 2. Denying students permission to use the classrooms, laboratories, gymnasiums, or other school  
6 facilities or equipment without appropriate supervision;
- 7 3. Controlling the issuance of keys;
- 8 4. Developing programs that contribute to the proper care and use of school facilities and  
9 equipment; and
- 10 5. Ensuring that equipment purchased with federal funds is managed as directed by federal law.<sup>2</sup>

11 All exterior doors leading into a school building shall be locked at all times and access to school  
12 buildings is limited to the school’s primary entrance during the school day as well as when students are  
13 present outside of regular school hours.<sup>3</sup>

14 The principal shall immediately call law enforcement officials and the Director of Schools in cases  
15 involving illegal entry, assault and battery resulting in serious personal injury or involving the use of a  
16 weapon, building damage, theft, vandalism endangering life health, or safety, or valid threats of mass  
17 violence.<sup>4</sup> The Director of Schools/designee is authorized to sign a criminal complaint and press  
18 charges. The Director of Schools shall report all signing of such complaints to the Board.

19 **AFTER SCHOOL HOURS**

20 [**The following is the default if the district does not create alternate local procedures.**] If, outside  
21 of regular school hours, there is a need to unlock the doors during a school activity, a school district  
22 employee shall be stationed by the door to ensure access is limited to authorized persons.<sup>3</sup>

23 **LAW ENFORCEMENT SERVICES<sup>1</sup> (if applicable)**

24 The Board may enter into collaborative partnerships with appropriate law enforcement agencies.  
25 Partnerships may include, but not be limited to, education and recreational programs, delinquency  
26 prevention, and mentoring initiatives.

- 1 The Board may enter into a memorandum of understanding (MOU) with the chief of a law  
2 enforcement agency to provide school policing. The MOU shall address, at a minimum, the following  
3 issues:
- 4 1. Any school resource officer (SRO) assigned under the MOU shall be in compliance with all  
5 laws, regulations, and rules of the Peace Officer Standards and Training Commission at the  
6 time of assignment and remain compliant throughout his/her assignment.
  - 7 2. As a condition of assignment, any SRO shall participate in forty (40) hours of basic training in  
8 school policing within twelve (12) months of assignment. Every year thereafter, the SRO shall  
9 participate in a minimum of sixteen (16) hours of training specific to school policing. All  
10 training programs shall be approved by the Peace Officers Standards and Training  
11 Commission.<sup>5</sup>
  - 12 3. Any SRO assigned under the MOU remains an employee of the law enforcement agency and is  
13 subject to that agency's direction, control, supervision, and discipline.
  - 14 4. No SRO shall be assigned to a school, or continue in such an assignment, without the consent  
15 of the Director of Schools.
  - 16 5. In the event that more than one (1) SRO is assigned to a school district, the law enforcement  
17 agency shall designate one (1) of the SROs as the senior SRO. The duties of the senior SRO  
18 shall include, but not be limited to, the following:
    - 19 a. Representing and carrying out the policies of the law enforcement agency assigning the  
20 SROs;
    - 21 b. Supervising the SROs in the performance of their duties;
    - 22 c. Consulting with the Director of Schools regarding the best use of the available  
23 resources for school policing; and
    - 24 d. Resolving disputes between the SROs and students or staff members.
  - 25 6. The MOU may be effective for any length of time, continuing until terminated by the parties,  
26 and may contain any reasonable notice requirement for the termination of the MOU. However,  
27 the MOU shall contain a provision allowing the Director of Schools to suspend the active  
28 participation of any SROs in the event that the Director of Schools believes that such  
29 suspension is best for the health, safety, or wellbeing of the students or staff members.

## 30 **CYBERSECURITY<sup>6</sup>**

31 The Director of Schools/designee shall develop an administrative procedure regarding the district's  
32 cybersecurity plan to identify cybersecurity risks, implement mitigation planning, and protect  
33 cyberinfrastructure against cyberattacks and other cybersecurity threats and incidents.

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Legal References

1. [TCA 49-6-805\(3\)](#)
2. [2 CFR § 200.313](#)
3. [TCA 49-6-817](#)
4. [Public Acts of 2024, Chapter No. 882](#)
5. [TCA 49-6-4217](#)
6. [TCA 49-6-805\(9\)](#)

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Cross References

Visitors to the Schools 1.501  
Inventories 2.702  
Care of School Property 6.311



# State of Tennessee

## PUBLIC CHAPTER NO. 882

### SENATE BILL NO. 2931

By Powers

Substituted for: House Bill No. 2487

By Hurt, Raper, Grills, Hardaway

AN ACT to amend Tennessee Code Annotated, Title 39 and Title 49, Chapter 6, relative to threats of mass violence made by a student.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

SECTION 1. Tennessee Code Annotated, Section 49-6-3401(g), is amended by designating subdivision (5) as subdivision (6) and adding the following as a new subdivision (5):

(5) If a student threatens mass violence on school property or at a school-related activity pursuant to § 39-16-517, then the director of schools or the head of the public charter school, as applicable, shall require the student to submit to a threat assessment to determine whether the threat of mass violence made by the student was a valid threat. The student may be suspended from attendance at the school and from school-sponsored activities until the threat assessment is complete. If the director of schools or the head of the public charter school determines, based on the results of the threat assessment required in this subdivision (g)(5), that the threat of mass violence made by the student was not a valid threat, then the student shall not be expelled for committing a zero tolerance offense, but may be suspended in accordance with this section.

SECTION 2. Tennessee Code Annotated, Section 49-6-3401(g)(2), is amended by deleting subdivision (D) and substituting instead the following:

(D) Subject to subdivision (g)(5), threatens mass violence on school property or at a school-related activity pursuant to § 39-16-517.

SECTION 3. Tennessee Code Annotated, Section 49-6-4002(e), is amended by adding the following as a new subdivision:

(5) Subject to § 49-6-3401(g)(5), threatens mass violence on school property or at a school-related activity pursuant to § 39-16-517.

SECTION 4. Tennessee Code Annotated, Section 49-6-4301, is amended by deleting subsection (a) and substituting instead the following:

(a)(1) A teacher who observes or otherwise has knowledge of an assault and battery or an act of vandalism endangering life, health, or safety committed by a student on school property shall immediately report such action to the principal of the teacher's school.

(2) A principal who has direct knowledge of an assault and battery or an act of vandalism endangering life, health, or safety committed by a student on school property, or who receives a report of such action, shall immediately report such action to the director of schools and the municipal or metropolitan police department or sheriff's department having jurisdiction.

(3) A director of schools or the head of a public charter school who has knowledge of a valid threat of mass violence on school property or at a school-related activity pursuant to § 39-16-517 made by a student shall immediately report such action to the municipal or metropolitan police department or sheriff's department

having jurisdiction. A threat of mass violence is valid for purposes of this subdivision (a)(3) if such a determination is made based on the results of the threat assessment required in § 49-6-3401(g)(5).

(4) A fight not involving the use of a weapon as defined in § 39-17-1309, or a fight that does not result in serious personal injury to one (1) or more of the parties involved, must only be reported to the school administrator.

SECTION 5. This act takes effect upon becoming a law, the public welfare requiring it.

SENATE BILL NO. 2931

PASSED: April 16, 2024

  
\_\_\_\_\_  
RANDY McNALLY  
SPEAKER OF THE SENATE

  
\_\_\_\_\_  
CAMERON SEXTON, SPEAKER  
HOUSE OF REPRESENTATIVES

APPROVED this 1<sup>st</sup> day of May 2024

  
\_\_\_\_\_  
BILL LEE, GOVERNOR

# Kingsport City Board of Education

Monitoring: <b>Review: Annually, in October</b>	Descriptor Term: <b>Food Service Management</b>	Descriptor Code: <b>3.500</b>	Issued Date: <b>07/12/22</b>
		Rescinds: <b>3.500</b>	Issued: <b>11/12/19</b>

1 School Nutrition Services (SNS) shall be operated on a nonprofit basis and shall comply with all  
2 federal, state and local rules and regulations necessary for participation in the school meals program  
3 pertaining to health, nutrition, sanitation, accounting, procurement and service.<sup>1,2</sup> The Director of  
4 School Nutrition Services shall oversee the program. School nutrition receipts shall be used only to pay  
5 regular food service operating costs.

6 When food production and service facilities are used by outside agencies, an SNS manager or designee  
7 shall be present.

## 8 **COMPETITIVE FOODS/MINIMUM NUTRITIONAL STANDARDS<sup>3</sup>**

9 Any sale of food and beverages to students in the dining area during the hours of meal service shall be  
10 by the school nutrition program. The revenue of such sales shall be deposited to the school nutrition  
11 account. The sale of competitive foods shall comply with federal, state and local regulations.

12 Food or drink packaged at commercial food establishments shall not be brought in to the cafeteria to be  
13 consumed by students during their regular mealtimes.

14 Schools shall abide by the Minimum Nutritional Standards as set out by the Tennessee Board of  
15 Education.

## 16 **FREE OR REDUCED PRICED MEALS AND SNACKS**

17 The state/federal criteria and procedures for meal benefits (free or reduced priced meals and snacks)  
18 shall be followed for identifying students, determining a student's need and maintaining  
19 confidentiality.

20 Students who participate in meal benefits shall not be distinguished in any way from students who do  
21 not. Names shall be provided to school personnel who have demonstrated a need to know and have  
22 completed the Limited Disclosure Agreement developed by the United States Department of  
23 Agriculture Food and Nutrition Services Southeast Region.

## 24 **OFFER VS. SERVE**

25 SNS implements "Offer vs. Serve" in all schools. One unit meal price (rather than individual item  
26 pricing) shall be charged for a reimbursable meal. Federal guidelines for a reimbursable meal using  
27 "Offer vs. Serve" require the student to select three of the five items for lunch and three of the four  
28 items for breakfast. Point of sale procedures shall be monitored regularly to ensure that this  
29 requirement is being followed.

## 1 **NON-DISCRIMINATION**

2 The Superintendent of Schools shall sign a Program/Participation Agreement, which addresses non-  
3 discrimination, at the beginning of each school year. SNS shall not discriminate on the basis of race,  
4 color, national origin, sex, age or disability in the determination of meal benefits or meal service.

5 The following non-discrimination statement shall be printed on the materials distributed by SNS: The  
6 U.S. Department of Agriculture (USDA) prohibits discrimination against its customers, employees,  
7 and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender  
8 identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental  
9 status, sexual orientation, or if all or part of an individual's income is derived from any public  
10 assistance program, or protected genetic information in employment or in any program or activity  
11 conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or  
12 employment activities.)

13 If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program  
14 Discrimination Complaint Form, found online at [http://www.ascr.usda.gov/complaint\\_fi](http://www.ascr.usda.gov/complaint_filing_cust.html)  
15 [ling\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write  
16 a letter containing all of the information requested in the form. Send your completed complaint form or  
17 letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400  
18 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at  
19 [program.intake@usda.gov](mailto:program.intake@usda.gov).

20 Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the  
21 Federal Relay Service at (800) 877-8339; or (800) 845-6136 (in Spanish).

22 USDA is an equal opportunity provider and employer.

23 SNS shall record all verbal and written complaints of discrimination and forward those complaints to  
24 the State Agency listed below within one hundred eighty (180) days. Individuals may also file  
25 complaints with the following organizations:

26 Lesley D. Farmer, Esq.  
27 Assistant General Counsel for Civil Rights  
28 Tennessee Department of Ed  
29 Office: 615-253-1550  
30 Fax: 615-532-2599

## 31 **STUDENTS REQUESTING MODIFIED MEALS**

32 The School Nutrition Program shall make reasonable modifications to accommodate children with  
33 disabilities. These modifications will be made on a case-by-case basis when supported by a written  
34 statement from a licensed healthcare professional who is authorized to write prescriptions under state  
35 law.

1 The Superintendent of schools shall develop procedures for notifying parents/guardians of the process  
2 for requesting meal modifications, and arrange for an impartial hearing process to resolve grievances  
3 related to requests for modifications based on a disability.

#### 4 **INSUFFICIENT FUNDS<sup>4</sup>**

5 ~~High School: There is no legal recognition of charged meals by federal auditors. However, since there~~  
6 ~~are occasional instances of insufficient funds, students shall be allowed to charge a meal as defined in~~  
7 ~~the Kingsport City Schools (KCS) administrative procedures. Once the charged limit is reached (as~~  
8 ~~defined by the KCS administrative procedures), additional meals will not be able to be charged.~~

9 ~~Elementary/Middle School: There is no legal recognition of charged meals by federal auditors.~~  
10 ~~However, since there are occasional instances of insufficient funds, students shall be allowed to charge~~  
11 ~~a meal as defined in the Kingsport City Schools (KCS) administrative procedures.~~

12 ~~Parents/Guardians are expected to reimburse KCS for charged meals.~~

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#### Legal References

1. TCA 49-6-2302, 2303; TRR/MS 0520-01-06-.04
2. 7 CFR § 210.10-.13
3. 7 CFR § 210.11
4. 2 CFR § 200.426

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#### Cross References

Investment Earnings 2.402  
Deposit of Funds 2.500  
Financial Reports and Records 2.701

# Kingsport City Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Use of Artificial Intelligence Programs</b>	Descriptor Code: <b>4.214</b>	Issued Date:
		Rescinds:	Issued:

1 *General*

2 Artificial Intelligence (AI) programs as defined by state law may be used by staff and students in the  
3 district.<sup>1</sup>

4 Only approved AI programs may be utilized in student instruction or in completing student work. The  
5 Superintendent of Schools shall develop a procedure for staff to submit additional programs for  
6 approval.

7 District technology staff, led by the Chief Technology Officer, and district academic staff, led by the  
8 Chief Academic Officer – Elementary and Chief Academic Officer – Secondary, are tasked with  
9 overseeing the implementation of AI programs. These staff members will review artificial intelligence  
10 programs to ensure compliance with district policies as well as state and federal student data privacy  
11 laws and present recommendations to the Superintendent of Schools or designee for approval.

12 Employees shall not place personally identifiable information, financial information, intellectual  
13 property, or other confidential information into an AI system.

14 The Superintendent of Schools shall incorporate training programs on AI into professional  
15 development for district staff. This training shall focus on responsible use of AI and best practices for  
16 use in school settings and include instruction regarding personally identifiable information and the  
17 need to comply with state and federal data privacy laws. Emphasis shall be placed on the importance of  
18 securing and properly storing any data that is collected by the district in compliance with state and  
19 federal law.

20 **STAFF USE**

21 Staff may use AI in the completion of their own work. This may include, but not be limited to, drafting  
22 communications, notes, images, and the development of content for instructional or administrative  
23 purposes, as well as analyzing data and information. The following requirements shall be adhered to  
24 when using AI in the completion of work:

- 25 1. Employees shall disclose their use of a generative AI tool if failure to do so would:  
26 a. Violate the terms of the use of the AI tool;  
27 b. Would mislead a supervisor or others as to the nature of the work; or  
28 c. Would be inconsistent with the teacher code of ethic;<sup>2</sup>  
29

- 1        2. Employees shall take all reasonable precautions to ensure the security of private student data
- 2            when utilizing AI programs;
- 3
- 4        3. Outputs from AI programs shall be verified by reliable sources and reviewed prior to use in
- 5            order to reduce the risk of errors and inaccuracies;
- 6
- 7        4. Outputs shall not be incorporated into proprietary content or works.

## 8        **STUDENT USE**

9        Teachers may allow students to use approved AI programs for instructional purposes. Any such use  
10        shall align with approved instructional standards and curriculum. Prior to using AI, teachers shall  
11        ensure students are provided with appropriate instruction on the responsible use of AI.

## 12       **ACADEMIC INTEGRITY**

13       Students shall be instructed on responsible use standards including but not limited to the following:

- 14        1. Effective use of generative AI;
- 15
- 16        2. When it is appropriate to use AI in assignments;
- 17
- 18        3. How to determine whether AI responses are accurate;
- 19
- 20        4. Users assume responsibility for incorporating AI content responsibly; and
- 21
- 22        5. The difference between cheating and seeking support.

## 23       **NOTICE TO PARENTS**

24       The Superintendent of Schools shall provide notice to parent(s)/guardian(s) about the use of AI  
25       programs in the district. An approved list of AI programs will be provided by posting on the district  
26       website ([www.k12k.com](http://www.k12k.com)).

## 27       **REPORTING**

28       The Superintendent of Schools shall submit a report to the Board of Education each June on how this  
29       policy will be enforced in the upcoming school year. The Board shall approve the report and the  
30       Superintendent shall submit it to the Department of Education by July 1<sup>st</sup>.

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### Legal References

1. [Public Acts of 2024, Chapter No. 550](#)
2. [TCA 49-5-1001](#)

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### Cross References

Use of the Internet 4.406

# Kingsport City Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Use of Artificial Intelligence Programs</b>	Descriptor Code: <b>4.214</b>	Issued Date:
		Rescinds:	Issued:

1 *General*

2 Artificial Intelligence (AI) programs as defined by state law may be used by staff and students in the  
3 district.<sup>1</sup>

4 Only approved AI programs may be utilized in student instruction or in completing student work. The  
5 Superintendent of Schools shall develop a procedure for staff to submit additional programs for  
6 approval.

7 District technology staff [**or insert title of employee**] are tasked with overseeing the implementation  
8 of AI programs. These staff members will review artificial intelligence programs to ensure compliance  
9 with district policies as well as state and federal student data privacy laws and present  
10 recommendations to the Director of Schools for approval. Any approved programs shall be accessible  
11 to all students.

12 Employees shall not place personally identifiable information, financial information, intellectual  
13 property, or other confidential information into an AI system.

14 The Director of Schools shall incorporate training programs on AI into professional development for  
15 district staff. This training shall focus on responsible use of AI and best practices for use in school  
16 settings and include instruction regarding personally identifiable information and the need to comply  
17 with state and federal data privacy laws. Emphasis shall be placed on the importance of securing and  
18 properly storing any data that is collected by the district in compliance with state and federal law.

19 **STAFF USE**

20 Staff may use AI in the completion of their own work. This may include, but not be limited to, drafting  
21 communications, notes, images, and the development of content for instructional or administrative  
22 purposes, as well as analyzing data and information. The following requirements shall be adhered to  
23 when using AI in the completion of work:

- 24 1. Employees shall disclose their use of a generative AI tool if failure to do so would:
- 25 a. Violate the terms of the use of the AI tool;
  - 26 b. Would mislead a supervisor or others as to the nature of the work; or
  - 27 c. Would be inconsistent with the teacher code of ethic;<sup>2</sup>
- 28

- 1 2. Employees shall take all reasonable precautions to ensure the security of private student data  
2 when utilizing AI programs;
- 3
- 4 3. Outputs from AI programs shall be verified by reliable sources and reviewed prior to use in  
5 order to reduce the risk of errors and inaccuracies;
- 6
- 7 4. Outputs shall not be incorporated into proprietary content or works; and
- 8
- 9 5. **[Insert any other local expectations.]**

## 10 STUDENT USE

11 Teachers may allow students to use approved AI programs for instructional purposes. Any such use  
12 shall align with approved instructional standards and curriculum. Prior to using AI, teachers shall  
13 ensure students are provided with appropriate instruction on the responsible use of AI.

## 14 ACADEMIC INTEGRITY

15 Students shall be instructed on responsible use standards including but not limited to the following:

- 16 1. Effective use of generative AI;
- 17
- 18 2. When it is appropriate to use AI in assignments;
- 19
- 20 3. How to determine whether AI responses are accurate;
- 21
- 22 4. Users assume responsibility for incorporating AI content responsibly; and
- 23
- 24 5. The difference between cheating and seeking support.

## 25 NOTICE TO PARENTS

26 The Director of Schools shall provide notice to parent(s)/guardian(s) about the use of AI programs in  
27 the district. An approved list of AI programs will be provided by **[insert method (e.g., posting on the  
28 website, inclusion in the student handbook)]**.

## 29 REPORTING

30 The Superintendent of Schools shall submit a report to the Board of Education each June on how this  
31 policy will be enforced in the upcoming school year. The Board shall approve the report and the  
32 Director shall submit it to the Department of Education by July 1<sup>st</sup>.

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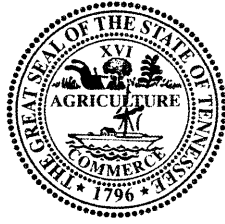
### Legal References

1. [Public Acts of 2024, Chapter No. 550](#)
2. [TCA 49-5-1001](#)

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### Cross References

Use of the Internet 4.406



# State of Tennessee

## PUBLIC CHAPTER NO. 550

### SENATE BILL NO. 1711

By Hensley, Crowe

Substituted for: House Bill No. 1630

By Cepicky, Hardaway, Grills, Carr

AN ACT to amend Tennessee Code Annotated, Title 49, relative to artificial intelligence.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

SECTION 1. Tennessee Code Annotated, Title 49, Chapter 7, Part 1, is amended by adding the following as a new section:

(a) As used in this section, "artificial intelligence" means a machine-based system that can, for a given set of human-defined objectives, make predictions, recommendations, or decisions influencing real or virtual environments and that is capable of using machine and human-based inputs to perceive real and virtual environments, abstract such perceptions into models through analysis in an automated manner, and use model inference to formulate options for information or action.

(b) The board of trustees of the University of Tennessee, the board of regents, and each local governing board of trustees of a state university shall adopt a policy regarding the use of artificial intelligence technology by students, faculty, and staff for instructional and assignment purposes. The policy must be implemented no later than July 1, 2025. The Uniform Administrative Procedures Act, compiled in title 4, chapter 5, does not apply to a policy adopted pursuant to this subsection (b).

(c) Public institutions of higher education are encouraged to collaborate in the development and implementation of policies regarding the use of artificial intelligence technology pursuant to subsection (b).

(d) The board of trustees of the University of Tennessee, the board of regents, and each local governing board of trustees of a state university shall post the policy adopted pursuant to subsection (b) on the institution's website and submit the policy to the chair of the education committee of the senate and the chair of the education administration committee of the house of representatives no later than July 1, 2025. If the governing board of a public institution of higher education fails to adopt and submit a policy as required by this section, then the governing board for the respective institution must appear before the joint government operations committee no later than sixty (60) days after July 1, 2025, to report on the governing board's noncompliance.

SECTION 2. Tennessee Code Annotated, Section 49-2-203(a), is amended by adding the following as a new subdivision:

( ) Adopt a policy regarding the use of artificial intelligence by students, teachers, and staff for instructional and assignment purposes. The policy must be implemented in schools no later than the 2024-2025 school year. By July 1, 2024, and by each July 1 thereafter, the board shall report to the department of education of its compliance with this subdivision (a)( ). The report must include the adopted policy and describe how the board will enforce the policy in the upcoming school year. As used in this subdivision (a)( ), "artificial intelligence" means a machine-based system that can, for a given set of human-defined objectives, make predictions, recommendations, or decisions influencing real or virtual environments and that is capable of using machine and human-based inputs to perceive real and virtual environments, abstract such perceptions into models through analysis in an automated manner, and use model inference to formulate options for information or action.

SECTION 3. Tennessee Code Annotated, Title 49, Chapter 13, is amended by adding the following as a new section:

(a) As used in this section, "artificial intelligence" means a machine-based system that can, for a given set of human-defined objectives, make predictions, recommendations, or decisions influencing real or virtual environments and that is capable of using machine and human-based inputs to perceive real and virtual environments, abstract such perceptions into models through analysis in an automated manner, and use model inference to formulate options for information or action.

(b) The governing body of a public charter school shall adopt a policy regarding the use of artificial intelligence by students, teachers, and staff for instructional and assignment purposes. The policy must be implemented in each public charter school no later than the 2024-2025 school year. By July 1, 2024, and by each July 1 thereafter, the governing body shall report to the department of education of its compliance with this section. The report must include the adopted policy and describe how the governing body will enforce the policy in the upcoming school year.

SECTION 4. This act takes effect upon becoming a law, the public welfare requiring it.


SENATE BILL NO. 1711

PASSED: February 22, 2024

  
\_\_\_\_\_  
RANDY McNALLY  
SPEAKER OF THE SENATE

  
\_\_\_\_\_  
CAMERON SEXTON, SPEAKER  
HOUSE OF REPRESENTATIVES

APPROVED this 11<sup>th</sup> day of March 2024

  
\_\_\_\_\_  
BILL LEE, GOVERNOR

# Kingsport City Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Library Materials</b>	Descriptor Code: <b>4.403</b>	Issued Date: <b>08/09/22</b>
		Rescinds:	Issued:

1 *General*

2 The ~~Assistant Superintendent—Instruction~~ Chief Academic Officer – Secondary (for middle and high  
3 school) and Chief Academic Officer – Elementary (for Pre-K and elementary schools) shall be  
4 responsible for library collection development. The list of library materials shall be posted online.  
5 Library materials shall be reviewed to ensure the content aligns with state law.<sup>1</sup> ~~The library collection~~  
6 ~~shall adhere to the following criteria:~~

- 7 ~~1. Materials shall be suitable for and consistent with the educational mission of the school;~~  
8  
9 ~~2. Materials shall be appropriate for the age and maturity levels of the students who may access~~  
10 ~~them. The determining factor will be based on an assessment of any mature themes or content~~  
11 ~~(i.e., violence, sexual content, vulgar language, substance abuse);~~  
12  
13 ~~3. Materials shall contain literary, historical, and/or artistic value and merit; and~~  
14  
15 ~~4. The collection as a whole shall offer a variety of viewpoints.~~

16 The ~~Assistant Superintendent—Instruction~~ Chief Academic Officer – Secondary and Chief Academic  
17 Officer – Elementary shall be responsible for periodically reviewing the district’s library collection in  
18 line with ~~these established standards~~ the standards established below. Any materials found to be out of  
19 alignment with the standards shall be removed, and this action shall be documented in writing and  
20 presented to the Superintendent of Schools and the Board.

21 **STANDARDS<sup>2</sup>**

22 The library collection shall adhere to the following criteria:

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

29 Any materials that meet the following criterial shall be removed and excluded from the district’s library  
30 collection:

- 1 1. Contains nudity, descriptions or depictions of sexual excitement, sexual conduct, excess  
2 violence, or sadomasochistic abuse as defined in state law<sup>3</sup>;
- 3 2. Are patently offensive as defined in state law; or
- 4 3. Appeal to the prurient interest as defined in state law.

5 The Board shall be notified when any library materials are challenged or removed pursuant to this policy.

## 6 COMPLAINTS

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

- 8 1. Inform the complainant of the selection procedures and make no commitments.  
9
- 10 2. Request the complainant to submit a Request for Reconsideration of Library Materials form.  
11
- 12 3. Inform the principal (and other appropriate personnel).  
13
- 14 4. Keep challenged materials available for use during the reconsideration process.  
15
- 16 5. Upon receipt of the completed form, the principal shall notify the Superintendent of Schools.  
17
- 18 6. The principal shall request review of the challenged materials by an ad hoc materials review  
19 committee within forty-five (45) days. The review committee is appointed by the principal and  
20 includes certified library media personnel, representatives from classroom teachers, one or  
21 more parents, and may include one or more students. The principal will inform the  
22 Superintendent of Schools of the review committee's progress.  
23
- 24 7. The review committee shall take the following steps after receiving the challenged materials:  
25
  - 26 a. Read, view, or listen to the contested material in its entirety;
  - 27 b. Check general acceptance of the material by reading recognized and evaluative reviews;
  - 28 c. Determine the extent to which the material is appropriate for the age and maturity levels  
29 of the students who have access to the materials and whether the material is suitable for,  
30 and consistent with, the educational mission of the school;
  - 31 d. Complete the appropriate Checklist for Reconsideration of Library Materials, judging  
32 the material for its strength and value; and
  - 33 e. Present a recommendation to the Superintendent of Schools and the Board.  
34
- 35 8. The Board shall review the recommendation presented by the review committee and make the  
36 determination whether the material is appropriate for the age and maturity levels of the students  
37 who have access to the materials and whether the material is suitable for, and consistent with,  
38 the educational mission of the school.  
39
- 40 9. If it is determined that the material is not appropriate for the age and maturity levels of the  
41 students who have access to them or is not suitable for, and consistent with, the educational  
42 mission of the school, the Board shall require the school to remove the material from the library  
43 collection.

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Legal References

1. *Board of Education, Island Trees Union Free School District No. 26 v. Pico*, 457 U.S. 853, 102 S. Ct. 2799 (1982); Public Acts of 2022, Chapter No. 744
2. Public Acts of 2024, Chapter 782
3. TCA 39-17-901

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Cross References

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

Click here to choose a school board.

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

1 *General*

2 The **[insert title of employee]** shall be responsible for library collection development. He/she shall post  
3 the list of library materials online. Library materials shall be reviewed to ensure the content aligns with  
4 state law. Prior to the purchase of new materials, librarians shall review the age and maturity level along  
5 with the reading level of the selected items for suitability. <sup>1</sup> A list of new materials shall be reviewed by  
6 **[insert title of employee]**.

7 **[Insert title of employee]** shall be responsible for periodically reviewing the district's library collection  
8 in line with the standards established below. **[Note: The Board can create a more specific review**  
9 **process.]** Any materials found to be out of alignment with the standards shall be removed, and this action  
10 shall be documented in writing and presented to the Director of Schools and the Board.

11 **STANDARDS<sup>2</sup>**

12 The library collection shall adhere to the following criteria:

13 **[Note: The Board can include local standards.]**

- 14 1. Materials shall be suitable for and consistent with the educational mission of the school;
- 15
- 16 2. Materials shall be appropriate for the age and maturity levels of the students who may access  
17 them. The determining factor will be based on an assessment of any mature themes or content  
18 (i.e., violence, sexual content, vulgar language, substance abuse);
- 19
- 20 3. Materials shall contain literary, historical, scientific, and/or artistic value and merit; and
- 21
- 22 4. The collection as a whole shall offer a variety of viewpoints.

23 Any materials that meet the following criteria shall be removed and excluded from the district's library  
24 collection:

- 25 1. Contains nudity, descriptions or depictions of sexual excitement, sexual conduct, excess  
26 violence, or sadomasochistic abuse as defined in state law<sup>3</sup>;
- 27
- 28 2. Are patently offensive as defined in state law; or
- 29
- 30 3. Appeal to the prurient interest as defined in state law.

1 The Board shall be notified when any library materials are challenged or removed pursuant to this policy.

## 2 COMPLAINTS<sup>4</sup>

3 **[The following is a suggested review process. The Board has discretion to create its own review**  
4 **process. We encourage reaching out to your local board attorney if there are legal concerns.]**

5 If a complaint is made by an employee, student, or parent/guardian, the person receiving the complaint  
6 shall:

- 7 1. Inform the complainant of the selection procedures and make no commitments.
- 8
- 9 2. Request the complainant to submit a Request for Reconsideration of Library Materials form.
- 10
- 11 3. Inform the principal (and other appropriate personnel).
- 12
- 13 4. Keep challenged materials available for use during the reconsideration process.

14 Upon receipt of the completed form, the principal may notify the Director of Schools. The principal  
15 may request review of the challenged materials by an ad hoc materials review committee within thirty  
16 (30) days. If the principal appoints a review committee, it should include certified library media  
17 personnel, representatives from classroom teachers, and one or more parents.

18 After receiving the challenged materials, the following steps should occur:

- 19 1. Read, view, or listen to the contested material in its entirety;
- 20
- 21 2. Check general acceptance of the material by reading recognized and evaluative reviews;
- 22
- 23 3. Determine the extent to which the material is appropriate for the age and maturity levels of the  
24 students who have access to the materials and whether the material is suitable for, and  
25 consistent with, the educational mission of the school; and
- 26
- 27 4. Complete the appropriate Checklist for Reconsideration of Library Materials, judging the  
28 material for its strength and value.

29 The principal shall present a recommendation to the Director of Schools. The Director of Schools shall  
30 assess the findings along with the recommendation of the principal and present a recommendation to  
31 the Board.

32 The Board shall evaluate the recommendations of the principal and the Director of Schools along with  
33 the material to determine whether it is appropriate for the age and maturity levels of the students who  
34 have access to the materials and whether the material is suitable for, and consistent with, the  
35 educational mission of the school. The Board shall review the findings and affirm, overturn, or modify  
36 the decision within sixty (60) days from which the feedback was received.

## 1 **REMOVAL OF LIBRARY MATERIALS**

- 2 If it is determined that the material is not appropriate for the age and maturity levels of the students  
3 who have access to them or is not suitable for, and consistent with, the educational mission of the  
4 school, the material shall be removed from the library collection.

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### Legal References

1. [\*Board of Education, Island Trees Union Free School District No. 26 v. Pico\*, 457 U.S. 853, 102 S. Ct. 2799 \(1982\); TCA 49-6-3803](#)
2. [Public Acts of 2024, Chapter No. 782](#)
3. [TCA 39-17-901](#)
4. [TCA 49-6-3803](#)

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### Cross References

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



# State of Tennessee

## PUBLIC CHAPTER NO. 782

HOUSE BILL NO. 843

By Representatives Lynn, Barrett, McCalmon, Miller, Powers, Cepicky, Fritts, Littleton,  
Butler, Stevens, Hurt, Rudd, Todd

Substituted for: Senate Bill No. 1060

By Senators Hensley, Yager, Bailey, Bowling, Crowe, Niceley, Rose

AN ACT to amend Tennessee Code Annotated, Title 49, relative to education.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

SECTION 1. Tennessee Code Annotated, Section 49-6-3803, is amended by deleting the section and substituting:

(a) Materials in a library collection must be suitable for the age and maturity levels of the students who may access the materials and must be suitable for, and consistent with, the educational mission of the school.

(b) For purposes of this section, a material that:

(1) In whole or in part contains nudity, or descriptions or depictions of sexual excitement, sexual conduct, excess violence, or sadomasochistic abuse, as those terms are defined in § 39-17-901, is not appropriate for the age or maturity level of a student in any of the grades kindergarten through twelve (K-12) and must not be maintained in a school's library collection; or

(2) Is patently offensive, as defined in § 39-17-901, or appeals to the prurient interest, as defined in § 39-17-901, is not appropriate for the age or maturity level of a student in any of the grades kindergarten through twelve (K-12) and must not be maintained in a school's library collection.

(c) Each school operated by an LEA and each public charter school shall maintain a current list of the materials in the school's library collection. The list must be posted on the school's website.

(d) Each local board of education and public charter school governing body shall adopt a policy for developing and reviewing school library collections. The policy must include:

(1) A procedure for the development of a library collection at each school that is appropriate for the age and maturity level of the students who may access the materials, and that is suitable for, and consistent with, the educational mission of the school;

(2) A procedure for the local board of education or public charter school governing body to receive and evaluate feedback from a student, a student's parent or guardian, or a school employee regarding one (1) or more of the materials in the library collection of the student's or employee's school; and

(3) A procedure to periodically review the library collection at each school to ensure that the school's library collection contains materials appropriate for the age and maturity level of the students who may access the materials, and that are suitable for, and consistent with, the educational mission of the school.

(e) If a local board of education or public charter school governing body receives feedback according to the procedure established pursuant to subdivision (d)(2), then the local board of education or public charter school governing body shall evaluate and determine, within sixty (60) days from the date on which the feedback was received,

**HB843**

whether the material is appropriate for the age and maturity level of the students who may access the materials, and whether the material is suitable for, and consistent with, the educational mission of the school. If a local board of education or public charter school governing body does not make a determination within sixty (60) days from the date on which the feedback was received, then the student, student's parent or guardian, or school employee who submitted feedback on the material may request the state textbook and instructional materials quality commission to evaluate the material, pursuant to § 49-6-2201(m)(1)(D).

(f) If the local board of education or public charter school governing body determines that material contained in the school's library collection is not appropriate for the age and maturity level of the students who may access the materials, or is not suitable for, and consistent with, the educational mission of the school, then the material must be removed from the library collection.

(g) The procedures adopted pursuant to this section are not the exclusive means to remove material from a school's library collection, and do not preclude an LEA, a school operated by an LEA, a public charter school, or the governing body of a public charter school from developing or implementing other policies, practices, or procedures for the removal of materials from a library collection.

(h) A local board of education's or public charter school governing body's determination made on whether a material is appropriate for the age and maturity level of the students who may access the material, and whether the material is suitable for, and consistent with, the educational mission of the school, does not establish a contemporary community standard for purposes of title 39, chapter 17, part 9.

SECTION 2. Tennessee Code Annotated, Section 49-6-2201(m)(1), is amended by adding the following as a new subdivision:

(D) Evaluate and determine whether a material in a school's library collection is appropriate for the age and maturity level of the students who may access the materials, and whether the material is suitable for, and consistent with, the educational mission of the school if the local board of education or public charter school governing body does not make a determination on a material for which it received feedback within sixty (60) days from the date on which the feedback was received, pursuant to § 49-6-3803(e), and the student, student's parent or guardian, or school employee who submitted the feedback requests the commission to evaluate the material. The commission shall issue the commission's determination in writing to each LEA and public charter school. Each LEA and public charter school shall include, or remove, the challenged material in, or from, the library collection for each of the LEA's schools, or for the public charter school, as applicable, for the grade levels for which the commission has found the challenged material to be appropriate or inappropriate for students.

SECTION 3. If any provision of this act, or its application to any person or circumstance is held invalid, then the invalidity does not affect other provisions or applications of this act that can be given effect without the invalid provision or application, and to that end, the provisions of this act are severable.

SECTION 4. This act takes effect July 1, 2024, the public welfare requiring it.



# Kingsport City Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Child Abuse and Neglect</b>	Descriptor Code: <b>6.409</b>	Issued Date: <b>07/12/22</b>
		Rescinds: <b>6.409</b>	Issued: <b>10/19/21</b>

## 1 GENERAL

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

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

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

## 12 REPORTING

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

19 Child abuse exists when a person under the age of eighteen is suffering from, has sustained or may be  
20 in immediate danger of suffering from or sustaining a wound, injury, disability or physical or mental  
21 condition caused by brutality, neglect or other actions or inactions. Neglect occurs when a child's  
22 health and welfare is adversely affected due to inadequate care. Staff members who know or suspect  
23 that any child is suffering from abuse or neglect shall report such harm immediately.<sup>3</sup>

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

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

30 The identity of the person reporting shall remain confidential except when the juvenile court  
31 determines otherwise.

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

3 The Superintendent shall establish and disseminate procedures for reporting child abuse or neglect and  
4 the investigation process.

## 5 **INVESTIGATIONS**

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

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### Legal References

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

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### Cross References

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

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

1 *General*

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

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

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

15 **REPORTING**

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

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

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

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

## 1 **CONFIDENTIALITY**

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

## 4 **INVESTIGATIONS**

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

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### Legal References

1. [TCA 49-6-1601; Public Acts of 2024, Chapter No. 571](#)
2. [TCA 37-1-408](#)
3. [TCA 37-1-403\(a\)\(1\); TCA 37-1-412; TCA 37-1-602; TCA 37-1-605\(a\)\(4\)](#)
4. [TCA 37-1-403\(a\)\(2\); TCA 49-6-1601](#)
5. [TCA 49-6-1601\(d\)\(1\)\(B\)\(v\)](#)
6. [TCA 37-1-403\(b\)](#)
7. [TCA 37-1-611\(b\)](#)
8. [Tenn. Op. Atty. Gen. No. 87-101 \(June 9, 1987\)](#)

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### Cross References

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



# State of Tennessee

## PUBLIC CHAPTER NO. 571

### SENATE BILL NO. 2582

By Taylor

Substituted for: House Bill No. 2687

By Doggett, Ragan, Eldridge, White, Moody, Hakeem, Faison, Davis, Bricken, Capley, Terry, McKenzie, Littleton, Camper, Hardaway

AN ACT to amend Tennessee Code Annotated, Title 37 and Title 49, relative to child abuse prevention.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

SECTION 1. Tennessee Code Annotated, Section 49-6-1304(a)(13), is amended by deleting subdivision (B) and substituting instead the following:

(B) Human trafficking in which the victim is a child; and

(C) Internet crimes against children involving sexting, sextortion, and the exploitation of a minor, which includes the following offenses:

(i) Solicitation of a minor, as defined in § 39-13-528;

(ii) Soliciting sexual exploitation of a minor, as defined in § 39-13-529(a);

(iii) Exploitation of a minor by electronic means, as defined in § 39-13-529(b);

(iv) Sexual exploitation of a minor, as defined in § 39-17-1003;

(v) Aggravated sexual exploitation of a minor, as defined in § 39-17-1004; and

(vi) Especially aggravated sexual exploitation of a minor, as defined in § 39-17-1005; and

SECTION 2. Tennessee Code Annotated, Section 49-6-1304, is amended by adding the following as a new subsection:

(c) The Tennessee joint task force on children's justice and child sexual abuse, established by the department of children's services pursuant to § 37-1-603, in consultation with the children's services advisory council, established by the commissioner of children's services or the commissioner's designee pursuant to § 37-5-105(12), shall annually recommend to the department of education age-appropriate curricula that LEAs and public charter schools may use to provide the instruction described in subdivision (a)(13). The department of education shall annually notify LEAs and public charter schools of the curricula recommended by the joint task force.

SECTION 3. Tennessee Code Annotated, Section 49-6-1601, is amended by deleting subsection (g) and substituting instead the following:

(g) At the beginning of each school year, each LEA and public charter school shall submit the following to the department of children's services:

(1) The contact information of each child abuse coordinator and alternative child abuse coordinator for the LEA or public charter school;

(2) The contact information of each LEA or public charter school employee, community partner, or trained professional providing instruction of a family life curriculum in accordance with § 49-6-1304(a)(13); and

(3) The curriculum selected by the LEA or public charter school to provide the instruction required in § 49-6-1304(a)(13).

SECTION 4. This act takes effect July 1, 2024, the public welfare requiring it, and applies to the 2024-2025 school year and each school year thereafter.

SENATE BILL NO. 2582

PASSED: March 4, 2024

  
\_\_\_\_\_  
RANDY McNALLY  
SPEAKER OF THE SENATE

  
\_\_\_\_\_  
CAMERON SEXTON, SPEAKER  
HOUSE OF REPRESENTATIVES

APPROVED this 15<sup>th</sup> day of March 2024

  
\_\_\_\_\_  
BILL LEE, GOVERNOR

## KCS Board of Education Election of Officers, 2024

Dear Board Members - As per our policy 1.200, the election of board officers (President / Vice President) for the term September 1, 2024 – August 31, 2025 will occur during our business meeting scheduled for August 13<sup>th</sup>, 2024.

Members wishing to nominate themselves or another member must submit their nomination(s) via email to Ms. Altizer no later than 5:00pm on Wednesday, August 7<sup>th</sup>, 2024. Ms. Altizer will include the ballot with the August 13<sup>th</sup> business meeting agenda. Paper ballots will be provided and voting will be held during the August 13<sup>th</sup> meeting. Marked and signed ballots will be collected by Ms. Altizer and results will be read aloud during the meeting.

Elected individuals will assume office on September 1, 2023.

## **Board President**

1200 - Internal organization - June business meeting

1400 - School Board Meetings

1403 - Executive Committee - set meeting agendas

1404 - Public Communications

1106 - School district ethics committee

2200 - Annual budget - prepare budget calendar with Superintendent

6304 - Student discrimination, harassment, bullying, cyber-bullying and intimidation

3210 - Naming facilities - create committee

## **Duties**

Operate board meetings / Parliamentary procedures

Executive committee with Superintendent to approve meeting agendas

Assign committees to board members

Signatory to documents

Mutual availability with Superintendent

Assure adherence to sunshine laws and legal ascriptions to meetings

Consult city counsel

Email response when addressed to entire board

External media communication spokesperson for BOE

Inform other board members of pending activity

## **Other meetings the Board president attends on a regular basis**

Kingsport United Way Community Partners - last Wednesday of each month - 800-930am

Chamber of Commerce Legislative Committee - Immediately prior and during Tennessee Legislative Session and called Special Sessions - Each Wednesday, 800-930am and 130-230pm

City Leadership Team - Mayor, City Manager, Board President, Superintendent - Third Tuesday of each month, 300-430pm

Kingsport City Schools Education Foundation – Quarterly / as called

Chamber of Commerce Fourth Friday Breakfast - fourth Friday of each month, 730-900am

Chamber of Commerce Legislative events - schedule varies

Regional leadership events

TSBA Leadership Academy - annual

TSBA Presidents Meeting - Immediately prior to TSBA conference

TSBA Annual Conference

TSBA Legislative and Legal Update Meeting - Annual (Gatlinburg)

The Board president is expected to be available for meetings with administration, invitations to special school and civic events, speaking at civic clubs.

### **Relationship with administration and staff**

The Superintendent is directly accountable to the whole of the Board of Education and not to any individual member including the President. No staff members other than the Superintendent are direct reports to either to the president of the BOE or to any board members. Their direct accountability is to the Superintendent. Neither the president nor any individual board member has the organizational or legal authority to instruct any staff member to perform or not perform any specific duty or tasks. Board members should direct individual requests for information from staff through the Superintendent. Individual members of the administration may request meetings with the Board president. It is appropriate protocol that the individuals requesting the meeting inform the Superintendent.

### **Relationship with the public**

The president of the board is one voting member of the BOE. While by title the president has additional duties and may be perceived as having more influence, the president has no authority other than in tasks assigned in policy or state regulations or laws. Basically, other than having the shared authority with the Superintendent to determine the agenda for board meetings and parliamentary operation of the board's meetings, the president has no more power than any other board member. By protocol, the president is the spokesperson for the Board but cannot state a position for the board that the board itself has not taken by majority vote. It is also by protocol that the president has the responsibility to respond to communications directed or addressed to the entire board. Individual board members may choose to respond or not. Requests from media for comments regarding board actions are directed to the president.

### **Relationship with other political entities**

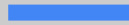
The board president and the Superintendent are the primary points of contact and communication with other local, state and federal governing bodies, elected officials and authorities.

### **Confidentiality**

The board president is frequently made aware of situations, considerations, specific names of individuals or plans prior to other members or the public having access to the information about those matters. It is essential that the board president respect the high level of confidentiality with which they are entrusted. (With credit to Dr. Hampton, in most matters concerning KCS that gap between the president being advised and the remainder of the BOE is either non-existent or within a few minutes.)

And the good news is that the board presidency pays \$100 more per month. 😊

# Superintendent Update



July 23, 2024



# Facilities

- Year 1 of our 10 year plan.
- Dr. True, Mr. Frye, and Mr. Sewell are the most critical individuals to our plan/projects.
- Almost 47M in projects started or completed (most of which through city and/or ESSER funding).
- Every school/facility has been touched.
- 18M in roof projects.
  - D-B
  - Jefferson
  - Johnson
  - Lincoln
  - RNR
  - TAC
- 26M at D-B for the pool and dome projects.
- Projects are needs and future-focused and include everything from windows, signs, lights, stage curtains, gym floors, repairs, etc.
- Fluid plan that has not been finalized for 2024-2025 - Ambitious 7.5M on the list currently.

# Strategic Plan Metrics

Key Performance Indicators	Measures	Baselines	2023-24 Goals	2023-24 Metrics	2024-25 Goals
A	70% or more of students will score proficient on the 3rd grade ELA TCAP by 2027-28	45.4%	50.0%	48.7%	55.0%
B	65% or more of students will score proficient on the 3rd grade Math TCAP by 2027-28	40.6%	45.0%	42.7%	50.0%
C	60% or more of students will score proficient on the 6th grade ELA TCAP by 2027-28	34.3%	40.0%	39.5%	45.0%
D	58% or more of students will score proficient on the 6th grade Math TCAP by 2027-28	32.4%	38.0%	43.3%	43.0% (47.6%)
E	72% or more of students will meet the Ready Graduate requirements by 2027-28	56.8%	60.0%	59.0%	63.0%
F	68% or more of students will score proficient on the Biology TCAP by 2027-28	52.8%	56.0%	54.8%	59.0%

# Elementary Data Overview

## ● ELA

- Improved proficiency in all three grade-levels and overall while surpassing pre-pandemic numbers in at all levels.
- Grade-level to grade-level rankings improved in 3rd and 5th grades.
- Cohort rankings improved for 4th and 5th grades.

## ● Math

- Improved proficiency in 3rd and 5th grade and as a district overall while surpassing pre-pandemic numbers in 5th grade.
- Grade-level to grade-level rankings improved in 3rd and 5th grades.
- Cohort rankings improved for 4th and 5th grades.

## ● Science

- Improved proficiency for 5th grade.
  - Cohort ranking improved for 4th grade.
  - Decreases in science at the elementary level.
- Saw grade-level to grade-level ranking improvements as high as 22 spots (5th grade math).
  - Saw cohort ranking improvements as high as 40 spots (3rd to 4th grade math).

# Middle School Data Overview

## ● ELA

- Improved proficiency in 6th and 8th grades and overall while surpassing pre-pandemic numbers in 6th and 8th grade.
- Grade-level to grade-level rankings improved in 6th and 8th grade.
- Cohort rankings improved for 7th and 8th grades.

## ● Math

- Improved proficiency in 6th and 8th grade and as a district overall while surpassing pre-pandemic numbers in 6th and 8th grades.
- Grade-level to grade-level rankings improved in 6th and 8th grades.
- Cohort rankings improved for 7th and 8th grades.

## ● Science

- Improved proficiency in 6th and 8th grades and overall while surpassing pre-pandemic numbers in 6th and 8th grade.
- Grade-level to grade-level rankings improved in 6th and 8th grade.
- Cohort ranking improved for 7th and 8th grades.

## ● Social Studies

- Improved proficiency in 6th and 8th grades and overall while surpassing pre-pandemic numbers in 6th and 8th grade.
- Grade-level to grade-level rankings improved in 6th and 8th grade.
- Cohort ranking improved for 8th grade.

# Middle School Data Overview

- Saw grade-level to grade-level ranking improvements as high as 58 spots (6th grade math).
- Saw cohort ranking improvements as high as 17 spots (6th to 7th grade science).

# High School Data Overview

## ● ELA

- Improved proficiency 10th grade and overall while surpassing pre-pandemic numbers in 10th grade.
- Grade-level to grade-level rankings improved in 10th grade.
- Cohort rankings were consistent.

## ● Math

- Math data still unavailable.

## ● Science

- Improved proficiency in Biology.
- Grade-level to grade-level rankings improved.

## ● Social Studies

- Improved proficiency in U.S. History.
- Grade-level to grade-level rankings improved.

# High School Data Overview - EPSOs

- **AP**
  - **87% pass rate - 20 or more year high**
  - **Most students to ever participate (506)**
  - **Most tests given (1005)**
  - **Above the global mean in 28/30 courses**
  - **100% pass rate in 11/30 course**
  - **Approximately 3500 credit hours earned (approximately 7 per student participating).**
- **Dual Enrollment**
  - **564 students earned 2850 college hours.**
- **Local Dual Credit**
  - **635 students earned 930 college hours.**
- **Statewide Dual Credit**
  - **143 students earned 414 college hours.**
- **1628 Industry Certifications earned.**
- **Between 7500 - 8000 credit hours earned.**

# Celebrations

- Model PLC at Work School
- Blue Ribbon Lighthouse School
- Leader in Me Lighthouse School
- 2 - STEM Designated Schools
- 5 - Schools made the US News and World Report Top Schools List
- 5 - Schools with letter grades of A's
- 4 - Schools with level 5 growth/KCS had level 5 growth
- 2 - DOE Reward Schools
- 3 team and 7 individual state champions
- National Athletic Trainers Safe Sports Award
- SRO Champion for Children Award
- 3 CTE state champions (FBLA)
- 235 seniors graduated with a 3.5 or higher (40%)
- 117 graduated with a 4.0 or higher (20%)
- 97 students had ACT scores of 30+
- 57 kids (through March) improved ACT by 3+ points
- High School Math Bowl State Champions
- 152 AP Scholars
- 3 Presidential Scholar Finalists
- 4 National Merit Finalists
- 8 National Merit Commended Students
- 1 National AA Scholar
- 1 National Hispanic Scholar
- 9 Speech and Debate All-Americans
- 16 All-State Musicians
- Metallica Band Champion and fan favorite
- Colorguard - World Finalists (7th)
- HS Robotics and Underwater Robotics World Finalists
- Middle School Science Bowl Team Runners-Up
- State finalist for Teacher of the Year
- State semi-finalist for Principal of the Year
- TN Assistant Principal of the Year
- RISE Award winner for TN
- Addition of Unified Sports
- Expansion of WBL
- State Civics Bee Champion
- Pacemaker Award Winning School - NSPA

# Superintendent Goals

- **Goal 1:** Each KCS school will meet the Tennessee Department of Education AMO's (Annual Measured Objective)\* for the 2024-2025 school year for ELA, Math, Science, and Social Studies in grades 3-5, 6-8, and 9-12. **\*(The AMO is a yearly target for improving performance based on prior year results).**
- **Goal 2:** KCS will increase the number of schools earning an letter grade of an A by two or more schools from 2022-2023 by the summer of 2025 (from five to seven).
- **Goal 3:** KCS will increase the number of schools earning a TVAAS overall composite score of 5 by three or more schools from 2022-2023 by the summer of 2025 (from three to six).
- **Goal 4:** KCS will retain 95% or more of its level 4 and 5 certified staff as determined by teacher evaluation composite (LOE) scores by the summer of 2025. **This metric will be determined by the percentage of level 4 and 5 certified staff, based on composite Level of Effectiveness (LOE) scores, who are retained in the district for the 2025-2026 school year. Retirees and non-renewals/terminations will not be considered in the numerator or denominator. (Certified staff are evaluated on a scale of 1-5 and that is comprised of in person evaluations, achievement data, and growth data).**
- **Goal 5:** The percentage of KCS employees who indicate being SATISFIED or VERY SATISFIED with their jobs, as measured by the biennial KCS Employee Survey, will improve from 78% from the 2022-2023 school year to 82% for the 2024-2025 school year. **(Improvement of 5%, not 5 percentage points).**
- **Goal 6:** The percentage of KCS employees who indicate being SATISFIED or VERY SATISFIED with the effective leadership of Dr. Hampton, as measured by the biennial KCS Employee Survey, will improve from 79% from the 2022-2023 school year to 83% for the 2024-2025 school year. **(Improvement of 5%, not 5 percentage points).**

# **BOE Data Retreat**

- **September Options:**
  - **Just learned that we will not have math EOC and 2nd grade data until late in September**
- **October Options:**
  - **10/17 (Thurs), 10/18 (Fri), 10/24 (Thurs), 10/25 (Fri), 10/29 (Tues)**
- **November Options:**
  - **11/7 (Thurs)**