



**LAKELAND BOARD OF EDUCATION  
WORK SESSION AGENDA  
Monday, November 6, 2023, 5:45 PM  
Lakeland City Hall / Board Room  
10001 Highway 70  
Lakeland, TN 38002**

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- I. **CALL TO ORDER / MOMENT OF SILENCE / PLEDGE TO FLAG**
- II. **ROLL CALL**
- III. **CHAIR'S WELCOME**
- IV. **PUBLIC COMMENT (Limited to two (2) minutes per speaker.)**
- V. **REPORTS**
  1. Legislative Representative Update
  2. Superintendent's Report
  3. Monthly Financial Summary:
    - September 2023
    - October 2023
- VI. **APPROVAL OF AGENDA**
- VII. **CONSENT AGENDA**
  1. Approval of Meeting Minutes: October 02, 2023 Business Meeting
  2. Approval of LEA Compliance Report
  3. Approval of Update to 23-24 School Fees List
  4. Approval of Update to Policy 6.204 - Foreign Exchange Students
- VIII. **DISCUSSION / ACTION**
  1. Approval of 23-24 Tenure Recommendations
  2. Approval of FY 23-24 Budget Amendments (11/23)
  3. Update to 23-24 School Board Calendar
  4. Discussion on Staff Bonuses
  5. Election of Legislative Representative (Policy 1.200)
  6. Board Self-Evaluation
  7. Discussion on TSBA Legislative and Legal Institute
  8. Review Policy Manual: Section 4
- IX. **ANNOUNCEMENTS**
- X. **ADJOURNMENT**

**LAKELAND SCHOOL SYSTEM**  
**Expense Summary**  
**Report Period September 1, 2023 - September 30, 2023**

<b>PROGRAM</b>	<b>BUDGET AMOUNT</b>	<b>ADJUSTED BUDGET</b>	<b>YTD ACTIVITY</b>	<b>CURRENT ACTIVITY</b>	<b>ENCUMBRANCE</b>	<b>BALANCE</b>	<b>% EXPENDED</b>
Regular Instruction Program	\$ 13,245,898.54	\$ 13,171,438.00	\$ 2,834,435.52	\$ 1,245,689.67	\$ 78,079.22	\$ 10,258,923.26	22.11%
Special Education Program	\$ 2,161,686.02	\$ 2,161,686.02	\$ 390,795.02	\$ 179,814.50	\$ 1,569.00	\$ 1,769,322.00	18.15%
Vocational Education	\$ 24,900.00	\$ 24,900.00	\$ -	\$ -	\$ -	\$ 24,900.00	0.00%
Other (Bonus Pay)	\$ 542,263.74	\$ 542,263.74	\$ 7,673.78	\$ 4,893.13	\$ -	\$ 534,589.96	1.42%
School Security	\$ 60,832.95	\$ 60,832.95	\$ 10,876.84	\$ 4,488.80	\$ -	\$ 49,956.11	17.88%
Health Services	\$ 366,589.14	\$ 366,589.14	\$ 70,531.99	\$ 26,408.18	\$ 124.14	\$ 295,933.01	19.27%
Other Student Support	\$ 876,669.77	\$ 876,669.77	\$ 171,018.57	\$ 63,420.73	\$ -	\$ 705,651.20	19.51%
Regular Instruction Program Support	\$ 672,445.38	\$ 672,445.38	\$ 146,809.95	\$ 55,309.32	\$ -	\$ 525,635.43	21.83%
Special Education Program Support	\$ 457,058.21	\$ 457,058.21	\$ 85,450.73	\$ 35,451.63	\$ 421.30	\$ 371,186.18	18.79%
Technology	\$ 694,878.49	\$ 694,878.49	\$ 195,446.77	\$ 58,670.72	\$ 64,240.60	\$ 435,191.12	37.37%
Board of Education	\$ 612,950.00	\$ 612,950.00	\$ 263,289.27	\$ 232,127.81	\$ -	\$ 349,660.73	42.95%
Office of the Superintendent	\$ 356,984.26	\$ 382,833.54	\$ 88,754.24	\$ 26,868.69	\$ 37.26	\$ 294,042.04	23.19%
Office of the Principal	\$ 1,722,159.61	\$ 1,722,159.61	\$ 404,809.03	\$ 132,461.91	\$ 1,140.54	\$ 1,316,210.04	23.57%
Fiscal Services	\$ 329,313.97	\$ 329,313.97	\$ 78,523.45	\$ 31,993.32	\$ 46.50	\$ 250,744.02	23.86%
Human Services/Personnel	\$ 274,904.03	\$ 349,364.57	\$ 69,491.89	\$ 17,100.96	\$ 1,238.00	\$ 278,634.68	20.25%
Operation of Plant	\$ 1,378,953.88	\$ 1,378,953.88	\$ 209,439.22	\$ 76,340.37	\$ 14,370.00	\$ 1,155,144.66	16.23%
Maintenance of Plant	\$ 408,817.15	\$ 408,817.15	\$ 177,454.67	\$ 57,762.31	\$ 3,495.42	\$ 227,867.06	44.26%
Transportation	\$ 650,000.00	\$ 650,000.00	\$ 100,221.17	\$ 87,423.17	\$ -	\$ 549,778.83	15.42%
Summer Camp Food Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Regular Capital Outlay	\$ 164,400.00	\$ 164,400.00	\$ 7,400.00	\$ 3,700.00	\$ 35,646.00	\$ 121,354.00	26.18%
Transfers Out	\$ 3,663,790.00	\$ 3,663,790.00	\$ -	\$ -	\$ -	\$ 3,663,790.00	0.00%
Federal Projects Regular Instruction	\$ 272,456.94	\$ 240,559.25	\$ 50,052.68	\$ 32,405.48	\$ 3,865.60	\$ 186,640.97	22.41%
Federal Projects Special Education	\$ 294,169.06	\$ 254,962.88	\$ 46,283.65	\$ 20,498.60	\$ 1,838.32	\$ 206,840.91	18.87%
Federal Programs Innovative Schools	\$ -	\$ 447,485.19	\$ 27,100.29	\$ 3,565.29	\$ 48,126.35	\$ 372,258.55	16.81%
Federal Projects Health Services	\$ 51,745.50	\$ 57,085.50	\$ 4,527.24	\$ 4,517.21	\$ 450.00	\$ 52,108.26	8.72%
Federal Projects Other Student Support	\$ 105,527.04	\$ 66,591.21	\$ 14,402.82	\$ 1,226.56	\$ -	\$ 52,188.39	21.63%
Federal Projects Regular Instruction Support	\$ 215,485.60	\$ 151,422.19	\$ 26,115.55	\$ 11,664.90	\$ -	\$ 125,306.64	17.25%
Federal Projects Special Education Support	\$ 9,605.90	\$ 14,602.46	\$ -	\$ -	\$ 1,150.00	\$ 13,452.46	7.88%
Federal Projects Vocational	\$ -	\$ 4,000.00	\$ -	\$ -	\$ -	\$ 4,000.00	0.00%
Federal Programs Technology	\$ -	\$ 3,500.00	\$ -	\$ -	\$ -	\$ 3,500.00	0.00%
Food Service	\$ 692,700.00	\$ 992,678.13	\$ 162,262.10	\$ 87,332.70	\$ 39,479.54	\$ 790,936.49	20.32%
Before/After School Program	\$ 280,000.00	\$ 280,000.00	\$ 75,487.27	\$ 19,957.14	\$ -	\$ 204,512.73	26.96%
Education Capital Projects	\$ 7,000,000.00	\$ 7,000,000.00	\$ 990,707.95	\$ 438,423.51	\$ 307,849.99	\$ 5,701,442.06	18.55%
<b>GRAND TOTAL:</b>	<b>\$ 37,587,185.18</b>	<b>\$ 38,204,231.23</b>	<b>\$ 6,709,361.66</b>	<b>\$ 2,959,516.61</b>	<b>\$ 603,167.78</b>	<b>\$ 30,891,701.79</b>	<b>19.14%</b>



**LAKELAND BOARD OF EDUCATION**  
**BUSINESS MEETING MINUTES**  
**Monday, October 2, 2023, 5:45 PM**

**LPS Library**  
**5020 Lions Crest Dr**  
**Lakeland, TN 38002**

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**I. CALL TO ORDER / MOMENT OF SILENCE / PLEDGE TO FLAG**

With a quorum present, the meeting was called to order on Monday, October 02, 2023, at 5:49 PM, by Chair Laura Harrison. Laura Harrison led a moment of silence and led the Pledge to the Flag.

**II. ROLL CALL**

Attendance Taken at 5:49 PM.

Deborah Thomas:	Present
Keith Acton:	Present
Michelle Childs:	Present
Laura Harrison (Chair):	Present
Jeremy Burnett (Vice-Chair):	Absent

**III. CHAIR'S WELCOME**

Chair Laura Harrison stated that the location of the meeting was changed due to construction at Lakeland City Hall. The recording of the meeting would be available at the conclusion of the meeting instead of being live-streamed.

**IV. PUBLIC COMMENT (Limited to two (2) minutes per speaker.)**

*No comments.*

**V. REPORTS**

**1. Legislative Representative Update**

Legislative Representative Michelle Childs stated that no report was available as the General Assembly was not in session.

**2. Superintendent's Report**

Superintendent Horrell reported on various administrative items including:

- Compliment to staff and students during internet outage
- Newly formed Sponsorship Committee



## LAKELAND BOARD OF EDUCATION

### BUSINESS MEETING MINUTES

Monday, October 2, 2023, 5:45 PM

LPS Library  
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- 5-Year Strategic Plan is under review
- Volunteer of the Year process is being determined
- Site improvements and stream mitigation credits update
- Annex work should conclude at the end of November
- Grass has rooted on the new soccer field; post season play possibly in the spring
- Central Office plans are being finalized
- State Safety and Security Grant has been approved
- Guiding Coalition for PLC Work at each school
- Course options for next year for 11th graders
- LSS is prepared for full solar eclipse on April 8, 2024
- BioSTEM and AV Studio highlighted in Daily Memphian

### 3. Monthly Financial Summary: August 2023

#### VI. APPROVAL OF AGENDA

Chair Laura Harrison called for approval of the agenda.

Laura Harrison moved to add Approval of LSS Sponsorship Committee Board Liaison to the Discussion/Action agenda without objection.

Deborah Thomas moved to remove Approval of Update to Policy 4.605 - Graduation Requirements from the Consent Agenda and add it to the Discussion/Action agenda without objection.

Keith Acton moved to move the following items from the Discussion/Action agenda to the consent agenda without objection:

- Approval of LSS Curriculum Documents
- Approval of Purchase of Bleacher Seating (328 seats) at LPS Soccer Field from GT Grandstands for \$137,022
- Approval of Safe Return to In-Person Instruction and Continuity of Services Plan Addendum
- Approval of ESSER 3.0 Public Plan for Remaining Funds Addendum
- Approval of FY 23-24 Budget Amendments (10/23)

When the question was called, the agenda was approved as amended. **Voice vote, all in favor.**



LAKELAND BOARD OF EDUCATION  
BUSINESS MEETING MINUTES  
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LPS Library  
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Acton: Aye  
Childs: Aye  
Harrison (Chair): Aye  
Thomas: Aye

**VII. CONSENT AGENDA**

- 1. Approval of Meeting Minutes: September 05, 2023 Business Meeting Minutes**
- 2. Approval of Update to 23-24 School Fees List**
- 3. Approval of LSS Curriculum Documents**
- 4. Approval of Purchase of Bleacher Seating (328 seats) at LPS Soccer Field from GT Grandstands for \$137,022**
- 5. Approval of Safe Return to In-Person Instruction and Continuity of Services Plan Addendum**
- 6. Approval of ESSER 3.0 Public Plan for Remaining Funds Addendum**
- 7. Approval of FY 23-24 Budget Amendments (10/23)**

Deborah Thomas moved to approve items on the Consent Agenda as presented, seconded by Keith Acton. **Motion carried.**

Acton: Aye  
Childs: Aye  
Harrison (Chair): Aye  
Thomas: Aye

**VIII. DISCUSSION / ACTION**

- 1. Presentation of TISA Accountability Report and Public Comment**  
No comment.  
***No action taken.***
- 2. Approval of TISA Accountability Report**



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**Monday, October 2, 2023, 5:45 PM**

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Keith Acton moved to approve the TISA Accountability Report as presented, seconded by Laura Harrison (Chair). **Motion carried.**

Acton: Aye  
Childs: Aye  
Harrison (Chair): Aye  
Thomas: Aye

**3. Approval of Contract Addendum for Superintendent Dr. W. Edward Horrell, III**

Laura Harrison move to bring the contract addendum to the floor for discussion, seconded by Keith Acton.

Laura Harrison, Deborah Thomas, and Michelle Childs gave favorable comments.

When the question was called, the contract addendum for Superintendent Dr. W. Edward Horrell, III was approved as presented. **Voice vote, all in favor.**

Acton: Aye  
Childs: Aye  
Harrison (Chair): Aye  
Thomas: Aye

**4. Preliminary Legislative Agenda**

***No action taken.***

**5. Review Policy Manual: Section 3**

***No action taken.***

**6. Approval of LSS Sponsorship Committee Board Liaison**

Laura Harrison (Chair) moved to nominate Keith Acton as the LSS Sponsorship Committee Board Liaison, seconded by Deborah Thomas. **Motion carried.**

Acton: Aye



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Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

**7. Approval of Update to Policy 4.605 - Graduation Requirements**

Laura Harrison (Chair) moved to approve update to Policy 4.605 - Graduation Requirements as presented, seconded by Keith Acton. **Motion carried.**

Acton: Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

**IX. ANNOUNCEMENTS**

**X. ADJOURNMENT**

There being no other business on which to take action, Keith Acton moved to adjourn the meeting, seconded by Laura Harrison. **Motion carried.**

Acton: Aye

Childs: Aye

Harrison (Chair): Aye

Thomas: Aye

**The meeting was adjourned at 06:19 PM on Monday, October 02, 2023.**  
**These minutes were approved on Monday, November 13, 2023.**



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**BUSINESS MEETING MINUTES**  
**Monday, October 2, 2023, 5:45 PM**

**LPS Library**  
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Laura Harrison, Chair

ATTEST:

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Dr. Ted Horrell, Superintendent

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Jessica Millspaugh, Board Secretary

## 2023 Local Education Agency Compliance Report

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

Each LEA must submit this report and, if applicable, the corresponding corrective action plan, to the department by **November 30, 2023**. During completion, an LEA should carefully check the status of its compliance with all federal and state education laws and SBE rules. The department monitors and verifies LEA compliance via multiple data sources (e.g., Education Information System, internal program managers) and will consider those sources in making a final determination of an LEA's compliance. Please be advised annual compliance report data may inform an LEA's approval classification.

I certify that the LEA is in compliance with all federal and state education laws and SBE rules.

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

**LEA Name:**

**Director of Schools/Superintendent Name:**

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

**School Board Chair Name:**

**School Board Chair **Signature:****

**Date of School Board Approval:**

**UPLOAD COMPLETED REPORT TO ePlan BY **NOVEMBER 30, 2023****

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

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

## Appendix A

### 2023 Noncompliance Corrective Action Plan

**Instructions:** Below is a screenshot of the corrective action plan template. The actual template, which is provided [here](#) in Word format, includes an example and can also be accessed by downloading and opening this PDF and then clicking the attachment (paper clip) icon in the navigation pane.

Additionally, the current edition of *Commissioner's Update for Directors* includes individual links to the compliance report, corrective action plan template, and ePlan submission instructions.

Area of Noncompliance	Scope and Reason(s) for Noncompliance	Corrective Action Step(s)	Person(s) Responsible	Anticipated Completion Date(s)
T.C.A. § 49-5-413(a) (background checks)	An internal audit conducted on October 2, 2023, revealed eleven (11) employees with an expired background check.	<ul style="list-style-type: none"> <li>▪ Notify the eleven (11) impacted employees and their managers of the noncompliance in writing and include next steps.</li> <li>▪ Coordinate fingerprinting scheduling, results processing, and related communications.</li> <li>▪ Notify the TDOE director of LEA approval of corrective action plan completion.</li> </ul>	Human Resources Director  Human Resources Director  Human Resources Director (with director of schools copied)	Oct. 16, 2023  Oct. 16 – Oct. 31, 2023  Nov. 1, 2023

## Appendix B

For your convenience, the following is a list of helpful links to state education laws and SBE rules:

Public chapters regarding education passed during the 2023 legislative session: [https://www.tn.gov/content/dam/tn/education/legal/PLA\\_LegislativeReport2023.pdf](https://www.tn.gov/content/dam/tn/education/legal/PLA_LegislativeReport2023.pdf)

Current and pending SBE rules:

<https://www.tn.gov/sbe/rules--policies-and-guidance.html>

SBE frequently asked questions:

<https://www.tn.gov/sbe/about-us/frequently-asked-questions.html>

Tennessee Code Annotated:

<http://www.lexisnexis.com/hottopics/tncode/>

If you have questions regarding education laws or SBE rules, please contact the department's general counsel, Christy Ballard, at (615) 741-2921 or [Christy.Ballard@tn.gov](mailto:Christy.Ballard@tn.gov).



Presented 11/13/23

## Lakeland School System Fees List

### REQUESTED FEES FOR 2023-24

School	Requested Fee	Purpose	Course
Lakeland Elementary	\$10	4th Grade Recorder Fee	Music
Lakeland Elementary	Not to exceed \$10	Class T-Shirt Fee	School-wide
Lakeland Elementary	Not to exceed \$50	School Day Field Trips	Varied
Lakeland Elementary	\$30	Technology Fee	School-wide
Lakeland Preparatory	\$10	AAPPL Language Test	French
Lakeland Preparatory	Not to exceed \$10	AAPPL Language Test	Spanish I Honors
Lakeland Preparatory	Not to exceed \$15	AAPPL Language Test	Spanish II Honors
Lakeland Preparatory	Not to exceed \$25	AAPPL Language Test	Spanish III Honors
Lakeland Preparatory	\$97	Advanced Placement (AP) Exam Fee	Various
Lakeland Preparatory	\$20	Art Fee	Art
Lakeland Preparatory	\$75	Band Instrument Rental Fee (Summer)	MS Band / HS Concert Band
Lakeland Preparatory	\$75	Band Instrument Rental Fee Per Semester	MS Band / HS Concert Band
Lakeland Preparatory	\$75	Band Shirt and Supply Fee	MS Band / HS Concert Band
Lakeland Preparatory	\$75	Choir Shirt and Supply Fee	Choir
Lakeland Preparatory	\$50	Chromebook Maintenance Fee	School-wide
Lakeland Preparatory	\$25	Lab fee	Chemistry
Lakeland Preparatory	\$25	Lab fee	Biology
Lakeland Preparatory	\$30	Lab fee	AP Environmental Science
Lakeland Preparatory	\$25	Lab Fee	STEM I
Lakeland Preparatory	\$25	Lab Fee	STEM II
Lakeland Preparatory	\$25	Lab Fee	CTE: Health Science Education
Lakeland Preparatory	\$25	Lab Fee	CTE: Medical Therapeutics
Lakeland Preparatory	\$25	Local Dual Credit Wellness Course Exam Fee	Wellness



Presented 11/13/23

## Lakeland School System Fees List

### REQUESTED FEES FOR 2023-24

School	Requested Fee	Purpose	Course
Lakeland Preparatory	\$32	OSHA 10 Certification Fee	CTE
Lakeland Preparatory	\$25	PE Uniform Fee	PE
Lakeland Preparatory	Not to exceed \$60	Pre-Engineering and Robotics Certification	STEM II
Lakeland Preparatory	\$10	Recorder Fee	Music (5th Grade)
Lakeland Preparatory	Not to exceed \$50	School Day Field Trips	Varied
Lakeland Preparatory	\$75	Strings Instrument Rental Fee Per Semester	Strings
Lakeland Preparatory	\$75	Strings Shirt and Supply Fee	Strings
Lakeland Preparatory	\$25	Technology Fee	School-wide
Lakeland Preparatory	\$20	Theater Fee	Theater



Presented 11/13/23

## Lakeland School System Fees List

### REQUIRED FEES FOR 2023-24

School	Required Fee	Purpose	Activity / Program
Lakeland Elementary	\$5	Art Club Fee	Art Club
Lakeland Elementary	Not to exceed \$300	Camp Invention Fee	Camp Invention
Lakeland Elementary	Not to exceed \$150	Chess Club Fee	Chess Club
Lakeland Elementary	\$150	Drama Camp Fee	Drama Camp
Lakeland Elementary	Not to exceed \$75	Drama Club Fee	Drama Club
Lakeland Elementary	Not to exceed \$100	Kindergarten Camp Fee	Kindergarten Camp
Lakeland Elementary	Not to exceed \$200	Lego Club Fee	Lego Club
Lakeland Elementary	Not to exceed \$75	Memphis Youth Athletics	Cross Country
Lakeland Preparatory	Not to Exceed \$100	5-6 Winter Musical Cast Fee	Theatre
Lakeland Preparatory	Not to Exceed \$50	5-6 Winter Musical Crew Fee	Theatre
Lakeland Preparatory	Not to Exceed \$100	7-10 Fall Production Cast Fee	Theatre
Lakeland Preparatory	Not to Exceed \$50	7-10 Fall Production Crew Fee	Theatre
Lakeland Preparatory	Not to Exceed \$150	7-10 Spring Production Cast Fee	Theatre
Lakeland Preparatory	Not to Exceed \$50	7-10 Spring Production Crew Fee	Theatre
Lakeland Preparatory	\$300	Baseball Fee	Baseball
Lakeland Preparatory	Not to exceed \$1000	Basketball Cheerleading Fee	Basketball Cheer
Lakeland Preparatory	\$21	Battle of the Books Fee	Battle of the Books
Lakeland Preparatory	Not to exceed \$275	Boys Basketball Fee	Boys Basketball
Lakeland Preparatory	Not to exceed \$300	Boys Lacrosse Fee	Boys Lacrosse
Lakeland Preparatory	Not to exceed \$450	Boys Soccer Fee	Boys Soccer
Lakeland Preparatory	\$250	Chess Club Fee	Chess Club
Lakeland Preparatory	Not to exceed \$325	Winter Guard Fee	Winter Guard
Lakeland Preparatory	Not to exceed \$4500	Competitive Cheerleading Fee	Competitive Cheer
Lakeland Preparatory	Not to exceed \$200	Cross Country Fee	Cross Country
Lakeland Preparatory	Not to exceed \$20	DECA Membership	CTE Student Organization (Entrepreneurship)
Lakeland Preparatory	Not to exceed \$50	Events Sponsored by WTVMEA (All West, Choral Festival, Workshops)	Honor Choir
Lakeland Preparatory	\$250	Fall Tennis Fee	Tennis
Lakeland Preparatory	\$275	Football Fee	Football
Lakeland Preparatory	Not to exceed \$275	Girls Basketball Fee	Girls Basketball
Lakeland Preparatory	Not to exceed \$300	Girls Lacrosse Fee	Girls Lacrosse
Lakeland Preparatory	Not to exceed \$450	Girls Soccer Fee	Girls Soccer



Presented 11/13/23

## Lakeland School System Fees List

### REQUIRED FEES FOR 2023-24

School	Required Fee	Purpose	Activity / Program
Lakeland Preparatory	Not to exceed \$250	Golf Fee	Golf
Lakeland Preparatory	\$14	HOSA Membership Fee	CTE Student Organization (Health Sciences)
Lakeland Preparatory	Not to exceed \$50	International Thespian Society (High School)	Theatre
Lakeland Preparatory	\$20	Jazz Band Fee	Band
Lakeland Preparatory	Not to exceed \$30	Jr International Thespian Society (Middle School)	Theatre
Lakeland Preparatory	\$32	Junior Beta Club Membership Fee	Junior Beta Club
Lakeland Preparatory	Not to exceed \$50	Knowledge Bowl Team Fees	Knowledge Bowl Club
Lakeland Preparatory	Not to exceed \$500	Marching Band and Color Guard Fee	High School Band and Color Guard
Lakeland Preparatory	\$5	National Elementary Honor Society Dues	NEHS
Lakeland Preparatory	\$15	National Junior Honor Society Dues	NEJS
Lakeland Preparatory	\$50	Parking Fee	Administrative
Lakeland Preparatory	Not to exceed \$25	PSAT Exam Fee	PSAT Test
Lakeland Preparatory	Not to exceed \$100	Robotics Competition Fees	Robotics Club
Lakeland Preparatory	Not to exceed \$20	Skills USA Membership	CTE Student Organization (Criminal Justice & A/V Production)
Lakeland Preparatory	\$300	Softball Fee	Softball
Lakeland Preparatory	\$100	Spring Production Cast Fee	Theatre
Lakeland Preparatory	\$250	Spring Tennis Fee	Tennis
Lakeland Preparatory	Not to exceed \$300	Swimming Club Fee	Swim Club
Lakeland Preparatory	Not to exceed \$250	Track & Field Fee	Track & Field
Lakeland Preparatory	Not to exceed \$20	TSA Membership	CTE Student Organization (STEM)
Lakeland Preparatory	\$250	Volleyball Fee	Volleyball
Lakeland Preparatory	Not to exceed \$300	Wrestling Fee	Wrestling

# Lakeland School System

Monitoring:  <b>Review: Annually, in August</b>	Descriptor Term:  <h2 style="text-align: center;">Foreign Exchange Students</h2>	Descriptor Code: <b>6.204</b>	Issued Date: <b>11/13/23</b>
		Rescinds:	Issued: <b>02/06/23</b>

- 1 This policy is designed to assist the foreign exchange organization, the foreign exchange student, and  
 2 the host family in understanding the expectations of this privilege:
- 3 • The local foreign exchange organization representative should contact The Office of Student  
 4 Services to set an appointment, to discuss the placement of the student in the high school of the  
 5 host family’s attendance zone. Applications and all required documentation concerning the  
 6 exchange student must be submitted no later than ~~June 30~~, August 1, **of the prior to the**  
 7 academic year of attendance. The completed application must include basic records, written in  
 8 English along with the following documents:
    - 9 ○ Birth Certificate (Translated)
    - 10 ○ Guardian’s ID (Host Family)
    - 11 ○ 2 Proofs of Residence (Host Family):
    - 12 ○ TN School Immunization Certificate
    - 13 ○ Proficient TOEFL or another English proficiency test scores
    - 14 ○ Visa
    - 15 ○ Passport
    - 16 ○ Transcripts (Translated)
  - 17 • Foreign exchange students are accepted for one calendar year, and will not be approved for a  
 18 single semester.
  - 19 • ~~Because of limited classroom availability,~~ Lakeland School System will accept up to two (2)  
 20 foreign exchange students per school year. The Superintendent is authorized to make an  
 21 exception to the number of foreign exchange students accepted and/or the deadline for  
 22 enrolling a foreign exchange student, due to unforeseen emergency circumstances.
  - 23 • The foreign exchange student is responsible for providing the month/date/ year of all  
 24 immunizations. Immunization records must be in English.

- 1       • The foreign exchange organization is responsible for providing a copy of the student's high  
2 school transcript. The transcript must be in English.
- 3       • The foreign exchange organization is responsible for providing the exchange student's proof of  
4 enrollment at the school he/she attends after completing the school year at Lakeland  
5 Preparatory School.
- 6       • Every foreign exchange student is encouraged to be fluent in writing and speaking English, but  
7 will not be denied enrollment if they have limited skills.
- 8       • The host family must be Lakeland residents and enroll the foreign exchange student with  
9 acceptable proofs of residency.
- 10       • The Foreign Exchange program is conducted at Lakeland Preparatory School for students in  
11 grades 9-11. Foreign exchange students will be classified at a level no higher than 11th grade.
- 12       • No student who has completed the equivalent of the 12th grade in their home country, has  
13 received a diploma or a certificate of graduation, or is considered eligible for college or  
14 university placement will be eligible to attend Lakeland Preparatory School.
- 15       • Foreign exchange students will not be placed in class rankings.
- 16       • Foreign exchange students are subject to Lakeland School System attendance and discipline  
17 policies and are expected to participate fully in their classes.



Laura Harrison  
*Board Chair*

Jeremy Burnett  
*Board Vice Chair*

Keith Acton  
*Board Member*

Michelle Childs  
*Board Member*

Deborah Thomas  
*Board Member*

Dr. Ted Horrell  
*Superintendent*

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Lakeland School System  
Teacher Tenure Recommendations  
2023-2024

Bethany Campbell	Lakeland Preparatory
Kimberly Clemens	Lakeland Preparatory
William Chance Coleman	Lakeland Preparatory
Rebecca Craig	Lakeland Preparatory
Megan Criner	Lakeland Preparatory
Rachel Dressman	Lakeland Elementary
Kimberly Green	Lakeland Preparatory
Amanda Griffy	Lakeland Elementary
Quanta Hess	Lakeland Preparatory
Cathey Leigh Isom	Lakeland Preparatory
Taylor Keith	Lakeland Elementary
Misty Manthe	Lakeland Preparatory
Cristin Muston	Lakeland Elementary
Rachel Nanney	Lakeland Preparatory
Crystal Nolen	Lakeland Preparatory
Ashleigh Norman	Lakeland Elementary
Jared Parham	Lakeland Preparatory
Christy Parsley	Lakeland Elementary
Kyle Richins	Lakeland Preparatory
Kristi Slappey	Lakeland Preparatory
Adrienne Smith	Lakeland Preparatory
Robin Smith	Lakeland Elementary
Julia Verret	Lakeland Elementary
Jessica Washington	Lakeland Preparatory

## November FY 23-24 Budget Amendments

### Fund 142 - Federal Programs

#### Revenue

Account Number Fnd T Acct Obj Prj Loc Prg	Account Level Description	Selected Year	Selected Year	Selected Year	Selected Year	Proposed	Difference
		Revised Budget	FY Activity	Encumbered	Available Funds	Amendment	
142 R 47310 000 000 00000 951	Innovative School Models	\$ 465,910.19	\$ -	\$ -	\$ 465,910.19	\$ 465,910.19	\$ -
		\$ 465,910.19	\$ -	\$ -	\$ 465,910.19	\$ 465,910.19	\$ -

#### Expenditures

Account Number Fnd T Acct Obj Prj Loc Prg	Account Level Description	Selected Year	Selected Year	Selected Year	Selected Year	Proposed	Difference
		Revised Budget	FY Activity	Encumbered	Available Funds	Amendment	
142 E 71100 429 000 02000 951	Instructional Supplies & Mater	\$ 5,925.00	\$ -	\$ -	\$ 5,925.00	\$ 5,925.00	\$ -
142 E 71300 399 000 03000 951	Other Contracted Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
142 E 71300 429 000 03000 951	Instructional Supplies & Mater	\$ 94,421.58	\$ 14.15	\$ 3,809.61	\$ 90,597.82	\$ 92,583.00	\$ (1,838.58)
142 E 71300 471 000 03000 951	Software	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00	\$ 4,000.00	\$ -
142 E 71300 499 000 03000 951	Evaluation and Testing	\$ 320.00	\$ -	\$ -	\$ 320.00	\$ 320.00	\$ -
142 E 71300 524 000 03000 951	In-Service/Staff Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
142 E 71300 599 000 03000 951	Other Charges	\$ 97,288.30	\$ -	\$ -	\$ 97,288.30	\$ 99,126.88	\$ 1,838.58
142 E 71300 730 000 03000 951	Vocational Equipment	\$ 251,455.31	\$ 27,086.14	\$ 45,747.84	\$ 178,621.33	\$ 251,455.31	\$ -
142 E 72230 524 000 03000 951	In-Service/Staff Development	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -
142 E 72620 335 000 03000 951	Maint & Repair-Building	\$ -	\$ -	\$ -	\$ -	\$ 3,500.00	\$ 3,500.00
142 E 72620 336 000 03000 951	Maint & Repair-Equipment	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00	\$ 4,000.00	\$ -
142 E 76100 790 000 03000 951	Equipment	\$ 3,500.00	\$ -	\$ -	\$ 3,500.00	\$ -	\$ (3,500.00)
		\$ 465,910.19	\$ 27,100.29	\$ 49,557.45	\$ 389,252.45	\$ 465,910.19	\$ -

### Fund 145 - State Discretionary Grants

#### Revenue

Account Number Fnd T Acct Obj Prj Loc Prg	Account Level Description	Selected Year	Selected Year	Selected Year	Selected Year	Proposed	Difference
		Revised Budget	FY Activity	Encumbered	Available Funds	Amendment	
145 R 46980 000 000 00000 425	Public School Security Grant	\$ -	\$ -	\$ -	\$ -	\$ 86,087.88	\$ 86,087.88
		\$ -	\$ -	\$ -	\$ -	\$ 86,087.88	\$ 86,087.88

#### Expenditures

Account Number Fnd T Acct Obj Prj Loc Prg	Account Level Description	Selected Year	Selected Year	Selected Year	Selected Year	Proposed	Difference
		Revised Budget	FY Activity	Encumbered	Available Funds	Amendment	
145 E 72620 701 000 01000 425	Administration Equipment	\$ -	\$ -	\$ -	\$ -	\$ 47,800.00	\$ 47,800.00
145 E 72620 790 000 01000 425	Other Equipment	\$ -	\$ -	\$ -	\$ -	\$ 38,287.88	\$ 38,287.88
		\$ -	\$ -	\$ -	\$ -	\$ 86,087.88	\$ 86,087.88



Laura Harrison  
Board Chair

Jeremy Burnett  
Board Vice-Chair

Keith Acton  
Board Member

Michelle Childs  
Board Member

Deborah Thomas  
Board Member

Ted Horrell  
Superintendent

## 2023-2024 Lakeland School Board Meeting Dates

August 2023	September 2023	October 2023	November 2023	December 2023	January 2024
<b>7</b> Work Session <i>5:45pm Lakeland City Hall</i>	<b>5*</b> Business Meeting <i>5:45pm Lakeland City Hall</i> <i>*Tuesday</i>	<b>2</b> Business Meeting <i>5:45pm Lakeland City Hall</i>	<b>6</b> Work Session <i>5:45pm Lakeland City Hall</i>	<b>4</b> Work Session <i>5:45pm Lakeland City Hall</i>	<b>8</b> Business Meeting <i>5:45pm Lakeland City Hall</i>
<b>14</b> Business Meeting <i>5:45pm Lakeland City Hall</i>			<b>13</b> Business Meeting <i>5:45pm Lakeland City Hall</i>	<b>11</b> Business Meeting <i>5:45pm Lakeland City Hall</i>	

February 2024	March 2024	April 2024	May 2024	June 2024	July 2024
<b>5</b> Business Meeting <i>5:45pm Lakeland City Hall</i>	<b>4</b> Business Meeting <i>5:45pm Lakeland City Hall</i>	<b>1</b> Work Session <i>5:45pm Lakeland City Hall</i>	<b>6</b> Work Session <i>5:45pm Lakeland City Hall</i>	<b>3</b> Work Session <i>5:45pm Lakeland City Hall</i>	<b>1</b> Work Session <i>5:45pm Lakeland City Hall</i>
<del><b>12</b> Business Meeting</del> <i>5:45pm Lakeland City Hall</i>		<b>8</b> Business Meeting <i>5:45 pm Lakeland City Hall</i>	<b>13</b> Business Meeting <i>5:45pm Lakeland City Hall</i>	<b>10</b> Business Meeting <i>5:45pm Lakeland City Hall</i>	<b>8</b> Business Meeting <i>5:45pm Lakeland City Hall</i>

\*\*Meeting dates, times and location are subject to change. Meeting dates, times and agendas will always be posted in advance at <http://www.lakelandk12.org/>



# **Lakeland Board Evaluation Results**

**Laura Harrison, Chairman  
Keith Acton  
Jeremy Burnett  
Michelle Childs  
Deborah Thomas**

**October 2023**

**Lakeland Board of Education Evaluation - 2023**

Lakeland Board of Education Evaluation - 2023			
	<b>BOARD MEETINGS</b>	<b>Now</b>	<b>How Important</b>
1	The board has sufficient time and opportunity to review the agenda and supporting materials before a board meeting.	4.80	5.80
2	The board encourages participation by each board member.	5.80	6.00
3	Board members come to meetings prepared to focus on discussion issues and keep comments relevant and brief.	5.60	5.80
4	All board members are routinely familiar with the agenda materials and are ready to discuss and decide important items.	5.80	5.80
5	Adequate background information on issues to come before the board is routinely provided in advance of the board meeting.	5.40	6.00
6	The board weighs all decisions in terms of what is best for the students of the school system.	5.60	5.80
<b>Average:</b>		<b>5.50</b>	<b>5.87</b>
	<b>TEAM BUILDING</b>	<b>Now</b>	<b>How Important</b>
7	The board is able to disagree on matters and still maintain an attitude of mutual respect and trust.	6.00	6.00
8	The board is open and honest with each other, as well as administrators and is able to maintain an attitude of mutual trust and respect.	5.80	6.00
9	The district has a planned program to orient newly-elected board members.	5.80	5.80
10	Once a decision has been made, all members respect the decision and the board speaks with one voice.	6.00	6.00
11	Board members do not attempt to individually speak on behalf of the board or commit the board.	6.00	6.00
<b>Average:</b>		<b>5.92</b>	<b>5.96</b>

Lakeland Board of Education Evaluation - 2023			
	BOARD/SUPERINTENDENT/STAFF RELATIONS	Now	How Important
12	The board and superintendent trust and respect one another.	6.00	6.00
13	Each member of the board understands and respects the distinction between the board's responsibilities and the superintendent's duties.	5.20	5.40
14	Our board and superintendent agree on how complaints or concerns to board members should be handled.	5.60	5.60
15	Board members work to avoid surprises by sharing concerns or questions with the superintendent in advance of the board meeting.	5.60	6.00
16	The superintendent is given direction by the board as a whole rather than by individual members.	5.00	5.60
17	The board recognizes staff accomplishments.	4.00	5.80
18	Individual board members avoid making excessive personal requests from staff.	6.00	5.60
19	Board members are respectful to other board members, administrators, staff and visitors.	6.00	6.00
20	Board members direct complaints and requests to the superintendent rather than attempting to solve them directly.	5.80	5.80
21	The board ensures that an effective evaluation system is in place for the superintendent and all employees.	5.00	6.00
<b>Average:</b>		<b>5.42</b>	<b>5.78</b>

Lakeland Board of Education Evaluation - 2023			
	VISION PLANNING	Now	How Important
22	A vision/mission statement for the district exists and is periodically reviewed by the board and widely disseminated in the district.	5.40	5.60
23	The vision reflects community priorities.	5.60	5.60
24	Discussion of major items before the board routinely includes consideration of their impact on meeting district goals.	5.40	5.80
25	The superintendent's evaluation considers how well the superintendent has addressed the district goals.	5.40	5.80
26	The board emphasizes setting and monitoring district goals, instead of how staff should achieve these goals.	5.60	5.80
27	The board does not get bogged down discussing operation details of the district or schools.	5.60	5.80
28	The board regularly solicits input from the community when establishing the future vision of the district.	4.80	5.80
<b>Average:</b>		<b>5.40</b>	<b>5.74</b>
	BOARD POLICY	Now	How Important
29	Our board sets policies needed for the operation of the school district.	6.00	6.00
30	Before adopting a policy which affects them, our board actively seeks the input of employees, students and community members.	4.60	5.00
31	Board policies are administered consistent with the intent of the policy.	5.80	5.80
32	The board has developed an ongoing system to review and update all policies annually.	6.00	6.00
<b>Average:</b>		<b>5.60</b>	<b>5.70</b>

Lakeland Board of Education Evaluation - 2023			
	STUDENT ACHIEVEMENT	Now	How Important
33	The board regularly examines data to determine where achievement gaps exist and how much progress is being made to reduce those gaps.	5.60	5.80
34	The board provides a quality educational program imposing high individual academic standards for each student.	5.80	5.80
35	Student academic performance is regularly presented at the board.	6.00	6.00
36	The board regularly recognizes student accomplishments at board meetings.	3.80	6.00
<b>Average:</b>		<b>5.30</b>	<b>5.90</b>
	BOARD COMMUNITY RELATIONS	Now	How Important
37	The board provides for involvement of the public in the operating of our schools.	4.00	4.80
38	Our board actively promotes the school district to the public.	5.80	5.80
39	Our school board is respected by the community	5.40	5.80
40	Our board is accountable to the community.	5.60	6.00
41	The board refrains from committing to a position on an issue before all relevant facts are present.	5.80	5.80
42	Members of the board refrain from speaking for the board on issues on which the board has no official position.	5.80	4.80
<b>Average:</b>		<b>5.40</b>	<b>5.50</b>

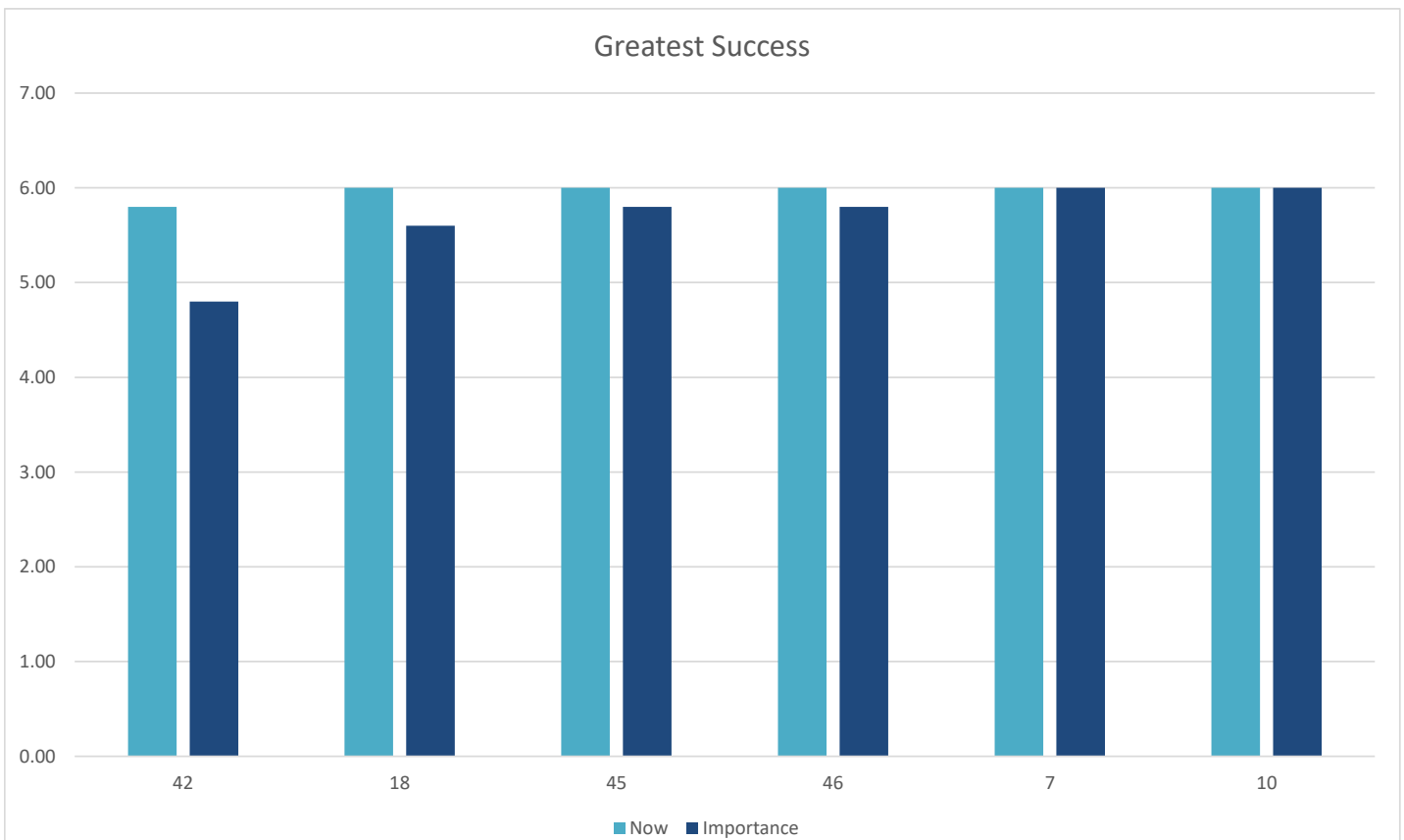
Lakeland Board of Education Evaluation - 2023			
	<b>ADVOCACY</b>	<b>Now</b>	<b>How Important</b>
43	Our board takes the initiative to establish and maintain positive personal relationships with other locally-elected officials/funding body.	5.40	5.40
44	Our board strives to keep local officials up-to-date on board activities and school district needs.	5.20	5.20
45	Our board understands the need to influence statewide legislation and works diligently to develop a positive relationship with local members of the General Assembly.	6.00	5.80
46	Our board, collectively and individually, regularly contacts legislators regarding their position on important legislation.	6.00	5.80
<b>Average:</b>		<b>5.65</b>	<b>5.55</b>
	<b>BUDGET/FINANCE</b>	<b>Now</b>	<b>How Important</b>
47	The board understands the basic principles of school finance, including state, federal and local sources of revenue.	5.60	5.80
48	The budget reflects the districts vision, mission, and strategic plan and supports the district's goals and objectives for student achievement.	5.40	5.80
49	The board requires proper accountability for the expenditure of school district funds.	5.60	6.00
<b>Average:</b>		<b>5.53</b>	<b>5.87</b>
<b>TOTAL AVERAGE</b>		<b>5.52</b>	<b>5.76</b>

## Top Six Items with Greatest Success

### Lakeland Board of Education Evaluation - 2023

Lowest Numbers

#	Statement	Now	Importance	Difference
42	Members of the board refrain from speaking for the board on issues on which the board has no official position.	5.80	4.80	-1.00
18	Individual board members avoid making excessive personal requests from staff.	6.00	5.60	-0.40
45	Our board understands the need to influence statewide legislation and works diligently to develop a positive relationship with local members of the General Assembly.	6.00	5.80	-0.20
46	Our board, collectively and individually, regularly contacts legislators regarding their position on important legislation.	6.00	5.80	-0.20
7	The board is able to disagree on matters and still maintain an attitude of mutual respect and trust.	6.00	6.00	0.00
10	Once a decision has been made, all members respect the decision and the board speaks with one voice.	6.00	6.00	0.00

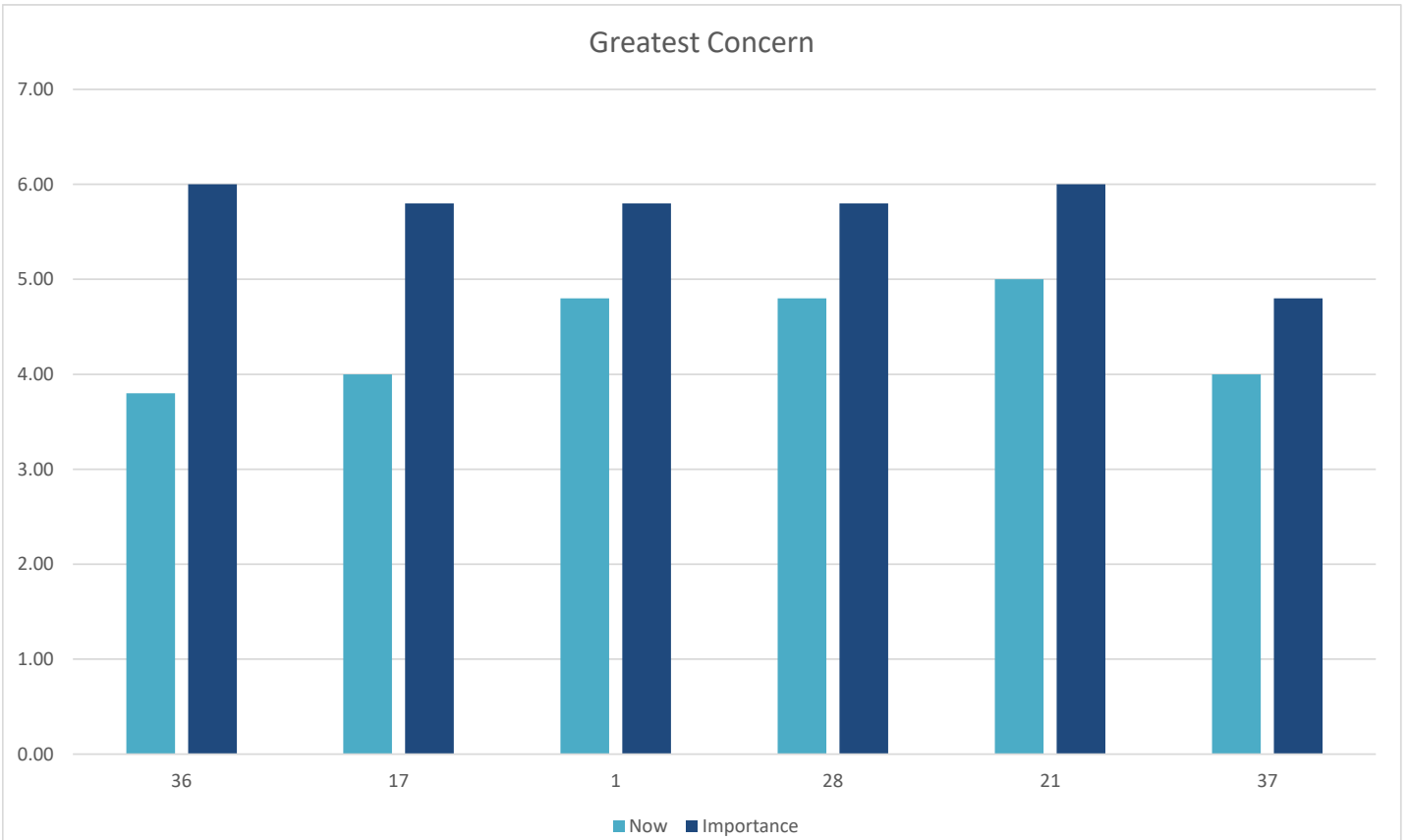


## Top Six Items with Greatest Concern

### Lakeland Board of Education Evaluation - 2023

Highest Numbers

#	Statement	Now	Importance	Difference
36	The board regularly recognizes student accomplishments at board meetings.	3.80	6.00	2.20
17	The board recognizes staff accomplishments.	4.00	5.80	1.80
1	The board has sufficient time and opportunity to review the agenda and supporting materials before a board meeting.	4.80	5.80	1.00
28	The board regularly solicits input from the community when establishing the future vision of the district.	4.80	5.80	1.00
21	The board ensures that an effective evaluation system is in place for the superintendent and all employees.	5.00	6.00	1.00
37	The board provides for involvement of the public in the operating of our schools.	4.00	4.80	0.80



### Additional Comments

- 47. Need to learn more about TISA
- It's an honor to serve on this board. There's mutual respect in serving all students and this community.