



**LAKELAND BOARD OF EDUCATION  
WORK SESSION AGENDA  
Monday, March 3, 2025, 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 Liaison Update
  - 2. Superintendent's Report
    - a. Monthly Financial Summary
      - January 2025
- VI. **APPROVAL OF AGENDA**
- VII. **CONSENT AGENDA**
  - 1. Approval of Meeting Minutes: February 03, 2025 - Business Meeting
  - 2. Approval of FY 24-25 Budget Amendments (03/25)
  - 3. Approval of Update to Policy 6.4081 - Safe Relocation of Students
  - 4. Approval of Update to Policy 6.415 - Student Suicide Prevention
  - 5. Approval of LSS Job Description:
    - Special Education Behavior Assistant
- VIII. **DISCUSSION / ACTION**
  - 1. Approval of Resolution 2025/03-01: Resolution Affirming the Intention of the Lakeland Board of Education to Participate in Section Four of the Education Freedom Act of 2025 Relative to Teacher Bonuses
  - 2. Approval of Amended Proposal from Renaissance Group, Inc. for Architectural and Engineering Services for the Proposed Lakeland Elementary School Outdoor Teaching Area and Central Office Renovations
  - 3. Approval of Anti-Vaping & Anti-Drug Curriculum
  - 4. Approval of 26-27 Instructional Calendar
  - 5. Nomination of Volunteer of the Year
  - 6. Review Policy Manual: Section 5 (Second Half)
- IX. **ANNOUNCEMENTS**
- X. **ADJOURNMENT**

**LAKELAND SCHOOL SYSTEM**  
**Expense Summary Fiscal Year 2025**  
**Period Ending January 31, 2025**

<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	16,417,333	16,348,833	8,409,302	1,742,299	21,015	7,918,515	52%
Special Education Program	2,811,992	2,811,992	1,280,660	252,368	0	1,531,331	46%
Vocational Education	114,511	114,511	9,675	1,178	8	104,827	8%
Other (Bonus Pay)	989,528	989,528	503,358	-3,567	0	486,170	51%
School Security	65,193	65,193	31,695	6,866	0	33,497	49%
Health Services	393,978	393,978	211,469	43,408	998	181,512	54%
Other Student Support	1,065,045	1,065,045	551,923	115,285	0	513,121	52%
Regular Instruction Program Support	866,934	866,934	416,716	88,143	4,000	446,218	49%
Special Education Program Support	453,750	453,750	266,305	51,419	226	187,218	59%
Technology	850,113	850,113	463,805	58,080	3,475	382,833	55%
Board of Education	747,988	747,988	611,415	179,305	3,500	133,073	82%
Office of the Superintendent	405,935	405,935	239,033	40,868	293	166,609	59%
Office of the Principal	2,042,010	2,042,010	1,134,823	216,495	1,790	905,397	56%
Fiscal Services	436,589	505,089	275,092	66,624	68	229,929	54%
Human Services/Personnel	381,196	381,196	214,447	37,904	0	166,748	56%
Operation of Plant	1,828,031	1,828,031	815,992	142,026	5,173	1,006,865	45%
Maintenance of Plant	644,313	644,313	401,158	37,737	0	243,154	62%
Transportation	902,500	902,500	529,077	104,919	0	373,423	59%
Transfers Out	3,000,000	3,500,000	3,500,000	0	0	0	100%
Federal Projects Regular Instruction	240,559	218,651	131,527	22,438	83	87,041	60%
Federal Projects Special Education	253,220	271,238	139,476	28,348	2,914	128,848	52%
Federal Programs Innovative Schools	447,485	285,689	42,565	19,747	25,378	217,746	24%
Federal Projects Other Student Support	57,086	62,958	39,240	8,279	0	23,718	62%
Federal Projects Regular Instruction	60,084	52,726	23,962	1,330	0	28,764	45%
Federal Projects Special Education Support	151,422	183,557	79,554	17,552	252	103,752	43%
Federal Projects Vocational	5,000	7,500	1,809	0	0	5,691	24%
Federal Programs Technology	9,602	6,367	3,187	1,110	0	3,179	50%
Federal Programs Operation of Plant	7,500	5,800	0	0	0	5,800	0%
Food Service	1,031,988	1,323,167	561,024	92,868	58,429	703,714	47%
State Grants	85,734	120,443	59,860	17,593	1,080	59,503	51%
Before/After School Program	280,000	280,000	145,764	20,315	0	134,236	52%
Education Capital Projects	4,015,527	4,835,527	4,136,832	0	0	698,695	86%
<b>GRAND TOTAL:</b>	<b>\$ 41,062,143</b>	<b>\$ 42,570,558</b>	<b>\$ 25,230,749</b>	<b>\$ 3,410,935</b>	<b>\$ 128,682</b>	<b>\$ 17,211,128</b>	<b>60%</b>

**LSS Proposed Budget Amendment**

Fund 141 - General Fund							
Account Number Fnd T Acct Obj Prj Loc Prg	Account Level Description	FY 24-25 Revised Budget	FY 24-25 FY Activity	FY 24-25 Encumbered	FY 24-25 Available Funds	Proposed Budget Amendment	Difference
<b>Expenditures:</b>							
141 E 71200 312 320 00116 000	Contracts w Private Agencies	139,800.00	44,150.76	0.00	95,649.24	109,800.00	(30,000.00)
141 E 72220 399 350 01000 000	Other Contracted Services	30,497.98	30,497.98	0.00	0.00	60,497.98	30,000.00
141 E 71300 105 000 03000 000	Supervisor/Director	45,000.00	0.00	0.00	45,000.00	0.00	(45,000.00)
141 E 71300 201 000 03000 000	Social Security	2,790.00	0.00	0.00	2,790.00	0.00	(2,790.00)
141 E 71300 204 000 03000 000	State Retirement	4,050.00	0.00	0.00	4,050.00	0.00	(4,050.00)
141 E 71300 206 000 03000 000	Life Insurance	200.00	0.00	0.00	200.00	0.00	(200.00)
141 E 71300 207 000 03000 000	Medical Insurance	15,000.00	0.00	0.00	15,000.00	0.00	(15,000.00)
141 E 71300 212 000 03000 000	Employer Medicare	3,652.50	0.00	0.00	3,652.50	0.00	(3,652.50)
141 E 72210 207 335 01000 000	Medical Insurance	30,000.00	8,722.28	0.00	21,277.72	15,000.00	(15,000.00)
141 E 72210 599 335 01000 000	Other Charges	10,000.00	0.00	0.00	10,000.00	0.00	(10,000.00)
141 E 72130 322 330 00116 000	Evaluation & Testing	6,000.00	0.00	0.00	6,000.00	0.00	(6,000.00)
141 E 72130 322 330 02000 000	Evaluation & Testing	6,000.00	0.00	0.00	6,000.00	0.00	(6,000.00)
141 E 72130 322 330 03000 000	Evaluation & Testing	3,000.00	0.00	0.00	3,000.00	0.00	(3,000.00)
141 E 72130 207 330 01000 000	Medical Insurance	40,000.00	13,715.52	0.00	26,284.48	20,000.00	(20,000.00)
141 E 72100 524 625 00116 000	In-Service/Staff Development	1,000.00	0.00	0.00	1,000.00	0.00	(1,000.00)
141 E 72100 499 625 00116 000	Other Supplies & Materials	1,500.00	0.00	0.00	1,500.00	0.00	(1,500.00)
141 E 72710 729 635 01000 000	Transportation Equipment	2,500.00	0.00	0.00	2,500.00	0.00	(2,500.00)
141 E 72710 312 635 01000 000	Contracts w Private Agencies	900,000.00	623,466.74	0.00	276,533.26	1,035,692.50	135,692.50
141 E 71100 722 310 02000 000	Reg Inst Equipment	0.00	0.00	0.00	0.00	112,687.50	112,687.50
141 E 71100 722 310 03000 000	Reg Inst Equipment	0.00	0.00	0.00	0.00	127,687.50	127,687.50
141 E 71100 201 310 01000 000	Social Security	20,804.72	2,285.92	0.00	18,518.80	5,804.72	(15,000.00)
141 E 71100 201 310 02000 000	Social Security	241,817.68	128,124.72	0.00	113,692.96	226,817.68	(15,000.00)
141 E 71100 201 310 03000 000	Social Security	175,134.18	89,746.81	0.00	85,387.37	160,134.18	(15,000.00)
141 E 71100 204 310 00116 000	State Retirement	408,055.02	179,414.19	0.00	228,640.83	328,055.02	(80,000.00)
141 E 71100 204 310 01000 000	State Retirement	30,200.40	1,591.17	0.00	28,609.23	5,200.40	(25,000.00)
141 E 71100 204 310 02000 000	State Retirement	351,025.66	156,003.90	0.00	195,021.76	285,150.66	(65,875.00)
141 E 71100 206 310 00116 000	Life Insurance	25,000.00	9,007.21	0.00	15,992.79	16,000.00	(9,000.00)
141 E 71100 206 310 02000 000	Life Insurance	20,000.00	7,446.71	0.00	12,553.29	13,000.00	(7,000.00)
141 E 71100 206 310 03000 000	Life Insurance	18,000.00	5,192.93	0.00	12,807.07	9,500.00	(8,500.00)
<b>Total Expenditure Difference Fund 141:</b>		<b>\$ 2,531,028.14</b>	<b>\$ 1,299,366.84</b>	<b>\$ -</b>	<b>\$ 1,231,661.30</b>	<b>\$ 2,531,028.14</b>	<b>\$ -</b>

**LSS Proposed Budget Amendment**

**Fund 142 - Federal Programs Fund**

<b>Account Number</b> <b>Fnd T Acct Obj Prj Loc Prg</b>	<b>Account Level Description</b>	<b>FY 24-25</b> <b>Revised Budget</b>	<b>FY 24-25</b> <b>FY Activity</b>	<b>FY 24-25</b> <b>Encumbered</b>	<b>FY 24-25</b> <b>Available Funds</b>	<b>Proposed Budget</b> <b>Amendment</b>	<b>Difference</b>
<b>Revenue:</b>							
142 R 47189 000 000 00000 200	Title II	39,538.14	36,620.72	0.00	2,917.42	40,214.29	676.15
142 R 47592 000 000 00000 330	Title III	22,689.87	10,731.22	0.00	11,958.65	23,040.85	350.98
142 R 47147 000 000 00000 410	Safe and Drug-Free Schools - S	29,077.08	15,088.90	0.00	13,988.18	28,701.71	(375.37)
142 R 47143 000 000 00000 900	IDEA	442,564.54	267,481.85	0.00	175,082.69	470,529.54	27,965.00
142 R 47145 000 000 00000 910	IDEA Preschool	12,230.26	9,629.36	0.00	2,600.90	12,641.26	411.00
145 R 46515 000 000 00000 915	State Sped Preschool Grant	120,443.04	52,301.84	0.00	68,141.20	120,443.04	0.00
142 R 47131 000 000 00000 891	Vocational Education - Basic G	20,407.01	14,375.30	0.00	6,031.71	20,407.01	0.00
<b>Revenue Difference:</b>							<b>\$ 29,027.76</b>
<b>Expenditures:</b>							
142 E 72210 189 000 00116 200	Other Salaries & Wages	7,500.00	0.00	0.00	7,500.00	7,500.00	0.00
142 E 72210 189 000 02000 200	Other Salaries & Wages	6,000.00	0.00	0.00	6,000.00	4,500.00	(1,500.00)
142 E 72210 189 000 03000 200	Other Salaries & Wages	1,500.00	0.00	0.00	1,500.00	4,500.00	3,000.00
142 E 72210 201 000 00116 200	Social Security	465.00	0.00	0.00	465.00	465.00	0.00
142 E 72210 201 000 02000 200	Social Security	372.00	0.00	0.00	372.00	279.00	(93.00)
142 E 72210 201 000 03000 200	Social Security	93.00	0.00	0.00	93.00	279.00	186.00
142 E 72210 204 000 00116 200	State Retirement	675.00	0.00	0.00	675.00	675.00	0.00
142 E 72210 204 000 02000 200	State Retirement	540.00	0.00	0.00	540.00	405.00	(135.00)
142 E 72210 204 000 03000 200	State Retirement	135.00	0.00	0.00	135.00	405.00	270.00
142 E 72210 212 000 00116 200	Employer Medicare	108.75	0.00	0.00	108.75	108.75	0.00
142 E 72210 212 000 02000 200	Employer Medicare	87.00	0.00	0.00	87.00	65.25	(21.75)
142 E 72210 212 000 03000 200	Employer Medicare	21.75	0.00	0.00	21.75	65.25	43.50
142 E 72210 499 000 00116 200	Other Supplies & Materials	250.00	103.44	0.00	146.56	103.44	(146.56)
142 E 72210 499 000 02000 200	Other Supplies & Materials	250.00	103.44	0.00	146.56	103.44	(146.56)
142 E 72210 524 000 00116 200	In-Service/Staff Development	10,058.82	9,278.34	0.00	780.48	9,278.34	(780.48)
142 E 72210 524 000 02000 200	In-Service/Staff Development	11,481.82	11,481.82	0.00	0.00	11,481.82	0.00
142 E 71100 429 000 00116 330	Instructional Supplies & Mater	7,186.20	3,121.56	0.00	4,064.64	9,379.20	2,193.00
142 E 71100 429 000 02000 330	Instructional Supplies & Mater	5,879.62	1,463.36	82.60	4,333.66	6,537.60	657.98

142 E 71100 722 000 00116 330	Reg Inst Equipment	460.00	0.00	0.00	460.00	460.00	0.00
142 E 72130 189 000 00116 330	Other Salaries & Wages	500.00	0.00	0.00	500.00	500.00	0.00
142 E 72130 189 000 02000 330	Other Salaries & Wages	500.00	0.00	0.00	500.00	500.00	0.00
142 E 72130 201 000 00116 330	Social Security	31.00	0.00	0.00	31.00	31.00	0.00
142 E 72130 201 000 02000 330	Social Security	31.00	0.00	0.00	31.00	31.00	0.00
142 E 72130 204 000 00116 330	State Retirement	51.50	0.00	0.00	51.50	51.50	0.00
142 E 72130 204 000 02000 330	State Retirement	51.50	0.00	0.00	51.50	51.50	0.00
142 E 72130 212 000 00116 330	Employer Medicare	7.25	0.00	0.00	7.25	7.25	0.00
142 E 72130 212 000 02000 330	Employer Medicare	7.25	0.00	0.00	7.25	7.25	0.00
142 E 72130 499 000 00116 330	Other Supplies & Materials	250.00	0.00	0.00	250.00	250.00	0.00
142 E 72210 524 000 00116 330	In-Service/Staff Development	3,000.00	0.00	0.00	3,000.00	1,000.00	(2,000.00)
142 E 72210 524 000 02000 330	In-Service/Staff Development	4,734.55	1,554.09	0.00	3,180.46	4,234.55	(500.00)
142 E 71100 429 000 00116 410	Instructional Supplies & Mater	795.00	795.00	0.00	0.00	795.00	0.00
142 E 71100 429 000 02000 410	Instructional Supplies & Mater	795.00	795.00	0.00	0.00	795.00	0.00
142 E 72130 189 000 00116 410	Other Salaries & Wages	16,643.20	10,775.89	0.00	5,867.31	16,643.20	0.00
142 E 72130 201 000 00116 410	Social Security	1,032.00	689.22	0.00	342.78	1,032.00	0.00
142 E 72130 204 000 00116 410	State Retirement	832.40	557.31	0.00	275.09	832.40	0.00
142 E 72130 206 000 00116 410	Life Insurance	71.20	42.48	0.00	28.72	71.20	0.00
142 E 72130 212 000 00116 410	Employer Medicare	241.60	161.20	0.00	80.40	241.60	0.00
142 E 72130 399 000 00116 410	Other Contracted Services	1,150.00	757.19	0.00	392.81	757.19	(392.81)
142 E 72130 399 000 02000 410	Other Contracted Services	1,150.00	757.19	0.00	392.81	757.19	(392.81)
142 E 72250 524 000 00116 410	In-Service/Staff Development	4,801.23	2,113.67	0.00	2,687.56	4,801.23	0.00
142 E 72250 524 000 02000 410	In-Service/Staff Development	1,565.45	1,073.60	0.00	491.85	1,975.70	410.25
142 E 71200 116 000 00116 900	Teachers	55,386.00	31,953.45	0.00	23,432.55	55,386.00	0.00
142 E 71200 171 000 00116 900	Speech Pathologist	65,953.00	38,049.75	0.00	27,903.25	65,953.00	0.00
142 E 71200 171 000 02000 900	Speech Pathologist	61,484.00	35,471.55	0.00	26,012.45	61,484.00	0.00
142 E 71200 201 000 00116 900	Social Security	7,523.50	3,946.90	0.00	3,576.60	7,523.50	0.00
142 E 71200 201 000 02000 900	Social Security	3,812.50	2,102.84	0.00	1,709.66	3,812.50	0.00
142 E 71200 204 000 00116 900	State Retirement	9,707.12	5,604.59	0.00	4,102.53	9,707.12	0.00
142 E 71200 204 000 02000 900	State Retirement	4,918.88	2,839.92	0.00	2,078.96	4,918.88	0.00
142 E 71200 206 000 00116 900	Life Insurance	645.60	240.52	0.00	405.08	645.60	0.00
142 E 71200 206 000 02000 900	Life Insurance	229.40	122.92	0.00	106.48	229.40	0.00
142 E 71200 207 000 00116 900	Medical Insurance	19,593.80	13,715.52	0.00	5,878.28	19,593.80	0.00

142 E 71200 207 000 02000 900	Medical Insurance	7,133.20	4,993.24	0.00	2,139.96	7,133.20	0.00
142 E 71200 212 000 00116 900	Employer Medicare	1,759.42	923.07	0.00	836.35	1,759.42	0.00
142 E 71200 212 000 02000 900	Employer Medicare	891.58	491.80	0.00	399.78	891.58	0.00
142 E 71200 429 000 00116 900	Instructional Supplies & Mater	5,000.00	2,606.82	0.00	2,393.18	5,000.00	0.00
142 E 71200 429 000 02000 900	Instructional Supplies & Mater	5,000.00	1,361.80	0.00	3,638.20	5,000.00	0.00
142 E 71200 499 000 00116 900	Other Supplies & Materials	2,000.00	91.00	0.00	1,909.00	2,000.00	0.00
142 E 71200 499 000 02000 900	Other Supplies & Materials	1,000.00	0.00	0.00	1,000.00	1,000.00	0.00
142 E 71200 725 000 00116 900	Special Education Equipment	3,000.00	0.00	0.00	3,000.00	3,000.00	0.00
142 E 71200 725 000 02000 900	Special Education Equipment	5,000.00	0.00	0.00	5,000.00	5,000.00	0.00
142 E 72220 131 000 01000 900	Medical Personnel	84,446.00	48,718.80	0.00	35,727.20	84,446.00	0.00
142 E 72220 189 000 01000 900	Other Salaries & Wages	15,000.00	6,440.31	0.00	8,559.69	15,000.00	0.00
142 E 72220 201 000 01000 900	Social Security	6,166.00	2,967.44	0.00	3,198.56	6,166.00	0.00
142 E 72220 204 000 01000 900	State Retirement	6,456.00	4,395.15	0.00	2,060.85	6,456.00	0.00
142 E 72220 206 000 01000 900	Life Insurance	404.00	177.66	0.00	226.34	404.00	0.00
142 E 72220 207 000 01000 900	Medical Insurance	17,383.00	12,167.68	0.00	5,215.32	17,383.00	0.00
142 E 72220 212 000 01000 900	Employer Medicare	1,442.00	693.93	0.00	748.07	1,442.00	0.00
142 E 72220 312 000 01000 900	Contracts w Private Agencies	20,229.54	0.00	0.00	20,229.54	48,194.54	27,965.00
142 E 72220 322 000 01000 900	Evaluation & Testing	10,000.00	2,684.49	381.90	6,933.61	10,000.00	0.00
142 E 72220 499 000 00116 900	Other Supplies & Materials	3,000.00	335.50	0.00	2,664.50	3,000.00	0.00
142 E 72220 499 000 02000 900	Other Supplies & Materials	2,000.00	0.00	183.64	1,816.36	2,000.00	0.00
142 E 72220 524 000 00116 900	In-Service/Staff Development	6,500.00	2,996.88	0.00	3,503.12	6,500.00	0.00
142 E 72220 524 000 02000 900	In-Service/Staff Development	6,500.00	3,109.71	0.00	3,390.29	6,500.00	0.00
142 E 72220 790 000 00116 900	Other Equipment	1,125.00	0.00	0.00	1,125.00	1,125.00	0.00
142 E 72220 790 000 02000 900	Other Equipment	1,875.00	0.00	0.00	1,875.00	1,875.00	0.00
142 E 71200 322 000 00116 910	Evaluation & Testing	200.00	0.00	0.00	200.00	200.00	0.00
142 E 71200 429 000 00116 910	Instructional Supplies & Mater	5,000.00	1,556.67	2,914.22	529.11	8,411.00	3,411.00
142 E 71200 499 000 00116 910	Other Supplies & Materials	0.00	0.00	0.00	0.00	0.00	0.00
142 E 71200 725 000 00116 910	Special Education Equipment	6,000.00	2,866.66	0.00	3,133.34	3,000.00	(3,000.00)
142 E 72220 524 000 00116 910	In-Service/Staff Development	1,030.26	0.00	0.00	1,030.26	1,030.26	0.00
145 E 71200 116 000 00116 915	Teachers	55,832.70	27,916.35	0.00	27,916.35	55,832.60	(0.10)
145 E 71200 163 000 00116 915	Educational Assistants	42,688.80	25,969.59	0.00	16,719.21	43,160.25	471.45
145 E 71200 201 000 00116 915	Social Security	6,108.33	3,278.23	0.00	2,830.10	6,080.75	(27.58)
145 E 71200 204 000 00116 915	State Retirement	7,159.38	3,512.08	0.00	3,647.30	6,909.45	(249.93)

145 E 71200 206 000 00116 915	Life Insurance	130.05	183.15	0.00	(53.10)	367.04	236.99
145 E 71200 212 000 00116 915	Employer Medicare	1,428.56	766.65	0.00	661.91	1,422.07	(6.49)
145 E 71200 429 000 00116 915	Instructional Supplies & Mater	0.00	0.00	0.00	0.00	1,434.30	1,434.30
145 E 71200 725 000 00116 915	Special Education Equipment	7,095.22	5,236.58	0.00	1,858.64	5,236.58	(1,858.64)
142 E 71300 429 000 03000 891	Instructional Supplies & Mater	4,780.00	1,549.01	0.00	3,230.99	1,927.11	(2,852.89)
142 E 71300 730 000 03000 891	Vocational Equipment	6,000.00	5,871.28	0.00	128.72	8,280.89	2,280.89
142 E 72130 524 000 03000 891	In-Service/Staff Development	3,125.67	1,144.19	0.00	1,981.48	3,125.67	0.00
142 E 72130 599 000 03000 891	Other Charges	4,001.34	4,001.34	0.00	0.00	4,001.34	0.00
142 E 72230 524 000 03000 891	In-Service/Staff Development	2,500.00	2,165.39	0.00	334.61	3,072.00	572.00
<b>Total Expenditure Difference Fund 142:</b>						<b>\$ 29,027.76</b>	

# Lakeland Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term: <b>Safe Relocation of Students</b>	Descriptor Code: <b>6.4081</b>	Issued Date: <b>03/10/25</b>
		Rescinds: <b>6.4081</b>	Issued: <b>02/07/22</b>

1 Teachers who are directly responsible for a student's education or other employees who interact with  
2 students on a professional basis may relocate a student from the student's present location to another  
3 location when such relocation is necessary for the student's safety or the safety of others.<sup>1</sup> If relocation  
4 is necessary, the process will comply with all special education laws. Such employees may also  
5 intervene in a physical altercation between two (2) or more students or between a student and a district  
6 employee. Reasonable or justifiable force may be used to physically relocate or intervene in a conflict  
7 if a student is unwilling to cooperate.<sup>2</sup> If an employee is unable to resolve the matter with the use of  
8 reasonable or justifiable force, the student shall be allowed to remain in place until local law  
9 enforcement officers or school resource officers can be summoned to relocate the student or take the  
10 student into custody until a parent or guardian can retrieve the student.

11 This policy shall be in effect on school property, as well as at official school functions, including, but  
12 not limited to, sporting events and approved field trips, taking place away from the local school  
13 property. Those covered by this policy shall include LEA employees who are directly responsible for  
14 the student's education or who otherwise interact with the student on a professional basis while acting  
15 within the scope of their assigned duties, including, but not limited to, administrators, teachers, school  
16 support staff, bus drivers, cafeteria workers, and school resource officers.<sup>3</sup>

17 In the event that physical relocation becomes necessary, the employee shall immediately file a brief  
18 report of the incident with the principal. Either the report shall be kept in a student discipline file and  
19 shall not become a part of the student's permanent record or it shall be filed in the student's permanent  
20 record<sup>4</sup>, ~~If if the student's behavior constitutes a violation of the Board's zero tolerance policy, the report~~  
21 ~~shall be placed in the student's permanent record. Otherwise, the report shall be kept in the student's~~  
22 ~~discipline record and not become a part of that student's permanent record.~~ After the teacher files the  
23 report, the student is subject to additional disciplinary action that may include suspension or expulsion  
24 from the school. The principal/designee shall notify the employee involved of the actions taken to  
25 address the behavior of the relocated student.<sup>1</sup>

26 The superintendent shall develop administrative procedures regarding the safe relocation of students  
27 consistent with State law. Each building principal shall fully support the employees' authority to  
28 relocate a student and ensure appropriate implementation and reporting.

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Legal References

1. Public Acts of 2021, Chapter No. 77
2. TCA 39-11-603; TCA 39-11-609 to 614
3. TCA 49-6-2802 (b) (1)
4. TCA 49-6-2802 (c)

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Cross References

Code of Conduct 6.300  
Interference/Disruption of School Activities 6.306  
Zero Tolerance Offenses 6.309  
Special Education Students 6.500

# Lakeland Board of Education

Monitoring:  <b>Review: Annually, in September</b>	Descriptor Term:  <h2 style="text-align: center;">Student Suicide Prevention</h2>	Descriptor Code: <b>6.415</b>	Issued Date: <b>03/10/25</b>
		Rescinds: <b>6.415</b>	Issued: <b>02/05/18</b>

1 The Lakeland Board of Education is committed to protecting the health and well-being of all students  
 2 and understands that physical, behavioral, and emotional health are integral components of student  
 3 achievement. Students are strongly encouraged to report if they, or a friend, are feeling suicidal or in  
 4 need of help. Students will be provided information regarding The National Suicide Prevention  
 5 Lifeline – 1-800-273-8255 (TALK).

6 **PREVENTION<sup>1</sup>**

7 All district employees shall attend either the annual in-service training in suicide prevention or  
 8 participate in other equivalent training approved by the superintendent. The training shall include, but  
 9 not be limited to, identification of risk factors, warning signs, intervention and response procedures,  
 10 referrals, and postvention.

11 The superintendent shall identify a district suicide prevention coordinator responsible for planning and  
 12 coordinating the implementation of this policy. School Counselor(s) ~~or a District Social Worker~~ will  
 13 act as a point of contact in each school for issues relating to suicide prevention and policy  
 14 implementation.

15 **INTERVENTION<sup>1</sup>**

16 Any employee who has reason to believe that a student is at imminent risk of suicide shall report such  
 17 belief to the principal or designee. Belief that a student is at imminent risk of suicide shall include, but  
 18 not be limited to, the student verbalizing the desire to commit suicide, evidence of self-harm, or a  
 19 student self-refers.

20 Upon notification, the principal or designee shall ensure the student is placed under adult supervision.  
 21 A direct referral will be made to the School Counselor(s) ~~or District Social Worker~~. Emergency  
 22 medical services shall be contacted immediately if an in-school suicide attempt occurs. The principal  
 23 or designee shall contact the director of schools or designee as soon as practicable.

24 Prior to contacting the student’s parent/guardian, the superintendent or designee shall determine if  
 25 there could be further risk of harm resulting from parent/guardian notification. If parent/guardian  
 26 notification could result in further risk of harm or endanger the health or well-being of the student, then  
 27 local law enforcement and the Department of Children’s Services shall be contacted.<sup>2</sup>

1 If appropriate, the superintendent or designee shall contact the student's parent/guardian and provide  
2 the following information:

- 3 1. Inform the parent/guardian that there is reason to believe the student is at imminent risk of  
4 suicide;
- 5 2. Assure the parent/guardian that the student is currently safe or inform the parent/guardian that  
6 emergency medical services were contacted;
- 7 3. Ask the parent/guardian whether he/she is aware of the student's mental state;
- 8 4. Ask the parent/guardian whether he/she wishes to obtain or has obtained mental health  
9 counseling for the student;
- 10 5. Provide the names of community mental health counseling resources if appropriate.

11 The superintendent or designee will seek parental permission to communicate with outside mental  
12 health care providers regarding a student. If the student is under the age of 18 and the parent/guardian  
13 refuses to seek appropriate assistance, the director of schools or designee shall contact the Department  
14 of Children's Services.<sup>2</sup>

15 ~~The superintendent or designee shall document the contact with the parent/guardian by recording:~~

- 16 ~~1. The time and date of the contact;~~
- 17 ~~2. The individual contacted;~~
- 18 ~~3. The parent/guardian's response; and~~
- 19 ~~4. Anticipated follow-up.~~

20 The superintendent or designee shall document the incident, including contact with the  
21 parent/guardian, by recording:

- 22 1. The time, date and circumstances which resulted in the student coming to the attention  
23 of school officials;
- 24 2. A timeline of the specific actions taken by school officials;
- 25 3. The parent/guardian contacted, including attempts;
- 26 4. The parent/guardian's response; and
- 27 5. Time and date of release of student to authorized individual.
- 28 6. Anticipated follow-up and safety plan.

29 The superintendent or designee shall ensure the student is under adult supervision until a  
30 parent/guardian or other authorized individual accepts responsibility for the student's safety.

31 Prior to a student returning to school, the superintendent or School Counselor(s) ~~or District Social~~  
32 ~~Worker~~ shall meet with the student's parent/guardian, and student if appropriate. The parent/guardian  
33 shall provide documentation from a mental health care provider stating that the student was seen by a  
34 mental health professional. ~~If the student was assessed by the District Social Worker, additional~~  
35 ~~documentation is not required unless the student was deemed an imminent risk to him/herself.~~ The  
36 principal will identify an employee to periodically check in with the student to ensure the student's  
37 safety and address any problems with re-entry.

### 38 **POSTVENTION<sup>1</sup>**

39 Immediately following a student suicide death, the Crisis Team shall meet and implement the Crisis  
40 Management plan. At a minimum, the Crisis Management plan shall address the following:

- 1 1. Verification of death;
- 2 2. Preparation of postvention response to include support services;
- 3 3. Informing faculty and staff of a student death;
- 4 4. Informing students that a death has occurred; and
- 5 5. Providing information on the resources available to students.

6 The Crisis Team shall work with teachers to identify the students most likely to be impacted by the  
7 death in order to provide additional assistance and counseling if needed. Additionally, staff and faculty  
8 will immediately review suicide warning signs and reporting requirements. The director of schools or  
9 designee shall be responsible for all media inquiries.

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#### Legal References

1. TCA 49-6-1901, et seq.
2. TCA 37-1-403

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#### Cross References

News Releases, News Conferences and Interview 1.503  
Crisis Management 3.203  
Student Discrimination, Harassment, Bullying, Cyber-  
bullying and Intimidation 6.304  
Promoting Student Welfare 6.400  
Student Wellness 6.411

**Job Title:** Special Education Behavior Assistant

**Exemption Status:** FLSA/Non-Exempt

**Reports to:** Supervising Teacher and Principal

**Date Approved:**

**Dept./School:** Assigned Campus

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**Primary Purpose:** To assist students and teachers meet stated educational goals.

**Minimum Training and Qualifications:**

Highly Qualified Status. ESSA guidelines require that paraprofessionals (educational assistants) who provide instructional services must have fulfilled one of the following to meet the highly qualified requirements.

- a. Obtained an associate's or higher degree; or
- b. Completed two years of study at an institution of higher education; or
- c. Passed a test that demonstrates knowledge of and the ability to assist in the instruction of reading, writing, and mathematics

Two years experience working with children

Strong verbal, presentation and interpersonal skills

Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable

**Performance Responsibilities:**

1. Assist students, teachers, and others as directed with behavioral challenges
2. Assisting students with behavioral strategies to teach desired behaviors
3. Data collection, fidelity checks, support and training of behavioral strategies, help prepare materials and resources for student support and behavior strategies for Tier 1, 2, and 3 interventions, support students with behavioral challenges in the inclusive settings, handle crisis situations by using de-escalation techniques, pre-crisis, and physical intervention to ensure the safety of students and staff
4. Help students develop appropriate behaviors, improve social skills, independence, achieve academic goals, and provide teacher support in the general and special education classrooms.
5. Assist with the supervision of students during emergency drills, assemblies, play periods and field trips
6. Check notebooks, supervise testing, and makeup work as assigned
7. Work with small groups of students to reinforce behavior strategies and skills
8. Know and follow all safety rules and procedures associated with the responsibilities of the position
9. Establish and maintain satisfactory, respectful working relationships within the school environment

10. Ability to lift and carry loads up to 50 pounds.
11. Ability to move around well enough to perform the duties of the position safely.
12. Successfully participates in required training.
13. Performs other duties as assigned by the behavior interventionist, supervising teacher, and/or school principal

**Clearances and Testing:** *(at expense of applicant)*

Criminal Justice Fingerprint/Background Clearance  
Pre-employment physical exam & TB Test

The **Special Education Behavior Assistant** maintains a thirty five (35)-hour work week. This is a ten (10) month position with work hours and salary determined by the Board. Performance of this job will be evaluated according to procedures established by the Human Resources Department.

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This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

*Lakeland School System offers educational and employment opportunities without regard to race, color, religion, sex, creed, age, disability, national origin, or genetic information and adheres to the provisions of the Family Rights and Privacy Act (FERPA).*



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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RESOLUTION 2025/03-01

RESOLUTION AFFIRMING THE INTENTION OF THE LAKELAND BOARD OF  
EDUCATION TO PARTICIPATE IN SECTION FOUR OF THE EDUCATION FREEDOM  
ACT OF 2025 RELATIVE TO TEACHER BONUSES

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WHEREAS, the Lakeland Board of Education is charged with governing the school system so that all students receive the best educational opportunities in order to graduate prepared to enter a postsecondary institution or the workforce; and

WHEREAS, the Tennessee General Assembly passed the “Education Freedom Act of 2025” during the first Extraordinary Session of the 114<sup>th</sup> General Assembly; and

WHEREAS, this Act includes a provision providing one-time bonuses of no less than \$2,000 to public school teachers in the state; and

WHEREAS, section four (4) of the “Education Freedom Act of 2025” requires that a local board of education for an LEA seeking to participate in section four (4) of the proposed act must affirm its intention to participate via a resolution in order to receive state funds to issue these bonuses;

NOW, THEREFORE, BE IT RESOLVED, That the Lakeland Board of Education affirms its intention to participate in Section four (4) of the “Education Freedom Act of 2025,” relative to bonuses for teachers.

PASSED AND ADOPTED by the Lakeland Board of Education, Lakeland, Tennessee on this 3rd day of March, 2025, public welfare requiring it.

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Laura Harrison, *Board Chair*

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Ted Horrell, *Superintendent*

ATTEST:

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Jessica Millspaugh, *Board Secretary*

February 19, 2025

**To: Dr. Ted Horrell, Superintendent  
Lakeland School System  
5020 Lions Crest Drive  
Lakeland, Tennessee 38002**

**Re: Fee Quotation  
Architectural and Engineering Services for the Proposed Lakeland Elementary School Outdoor  
Classroom and Central Office Renovations  
Lakeland School System  
Lakeland, Tennessee**

Dr, Horrell:

Renaissance Group, Inc. is pleased to submit our proposal to provide Architectural and Engineering Services for the Proposed Lakeland Elementary School Outdoor Classroom and Central Office Renovations as follows:

**PROJECT SCOPE FOR LAKELAND ELEMENTARY SCHOOL OUTDOOR CLASSROOM:**

1. New 24' x 20' metal canopy structure.
2. New bench seating for a minimum of 100 students.
3. New concrete paving as required for Teaching Area including sidewalk connection.
4. Provide electrical power outlets to canopy structure.

**PROJECT SCOPE FOR LAKELAND CENTRAL OFFICE RENOVATIONS:**

1. Remove existing coy pond and adjust grading as required.
2. Establish a new secured main building entrance.
3. Add approximately four (4) new administrative offices.
4. Other interior building modifications as required.

**SCOPE OF SERVICES:**

1. Basic services as identified in the AIA Document B104-2017, Standard Abbreviated Form of Agreement Between Owner and Architect, including schematic design phase, construction documents phase, and construction administration phase.
2. Basic services include architectural, civil, structural, and electrical engineering services.



- 3. Development and coordination of a Construction Manager as Constructor (CMc) Request for Qualifications process.

**COST OF SERVICES:**

Architectural and Engineering Fee for Scope of Services as identified above will be a lump sum fixed fee amount of **Twenty-Two Thousand and No/100 Dollars (\$22,000.00)** as follows:

Construction Manager as Constructor RFQ Process	\$ 3,000.00
Schematic Design Phase	\$ 4,000.00
Construction Document Phase	\$ 12,000.00
Construction Administration Phase	<u>\$ 3,000.00</u>
<b>Total Architectural and Engineering Fee:</b>	<b>\$ 22,000.00</b>

**REIMBURSABLE EXPENSES:**

All cost for submission fees, printing cost and shipping cost will be billed to the Owner at our cost with no additional mark-up.

Thank you for this opportunity and we are available to start immediately if this fee quotation is acceptable. The contract form used would be the AIA Document B104-2017, Standard Abbreviated Form of Agreement Between Owner and Architect. If you have any questions or need additional information, please give me a call.

Sincerely,

**RENAISSANCE GROUP, INC.**

  
Michael E. Terry, AIA  
Senior Vice President | Partner

