

**Gibson County Special School District
Board of Trustees**

**GCSSD Board of Trustees Regular Meeting
Yorkville School Library
November 9, 2021**

Members

PLEDGE OF ALLEGIANCE

CALL TO ORDER

ROLL CALL

CONSENT AGENDA

AMENDED Agenda Approval ***

ALC Report

Bullying/Harassment Report

Finance Reports

Juvenile Court Referrals

Maintenance/Technology Reports

Minutes Approval

Overnight Field Trips

Policy Revisions - Second Readings

RECOGNITION:

PUBLIC COMMENT

REGULAR AGENDA

Board Self-Assessment

2021 LEA Compliance Report

Teacher Tenure

- **GCHS - Cody Finley & Courtney Hudson**
- **Kenton - None**
- **Rutherford - Holland Brewer**
- **Spring Hill - None**
- **SGCHS - None**
- **SGCES - Callie Craig**
- **SGCMS - None**
- **Yorkville - Amy Powell**

Policy Revisions

Director's Report

*Equipment for Surplus****

ADJOURN

HARASSMENT/BULLYING REPORT

October 1, 2021 to October 29, 2021

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

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

VERBAL OR WRITTEN (classified as one of the following)

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

TECHNOLOGY (classified as)

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

PHYSICAL (classified as one of the following)

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

Gibson County Special Schools
Bank Account Check Listing By Date

Run At: 11/1/2021 9:02 AM
Run By: Amy Santaniello
Page 1 of 10

Bank Account: Farmers And Merchants Bank (Fund 141 Vendor) Account Number: 00000200379

GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
53663	10/11/2021	JOSEPH AGEE	Vendor	Void	\$343.35
53664	10/11/2021	Amy M. Richardson	Vendor	Outstanding	\$255.06
53665	10/11/2021	Area Wide Communications	Vendor	Outstanding	\$322.00
53666	10/11/2021	At & T	Vendor	Outstanding	\$600.00
53667	10/11/2021	Kelli Elliott Barnes	Vendor	Outstanding	\$313.92
53668	10/11/2021	Barron And Johnson	Vendor	Outstanding	\$300.00
53669	10/11/2021	RACHEL BEARDEN	Vendor	Outstanding	\$298.66
53670	10/11/2021	Amanda Bell	Vendor	Outstanding	\$215.55
53671	10/11/2021	Brennan Lownsdale	Vendor	Outstanding	\$875.00
53672	10/11/2021	Tessa Buckingham	Vendor	Outstanding	\$732.48
53673	10/11/2021	Amanda Callins	Vendor	Outstanding	\$70.85
53674	10/11/2021	Chad Jackson	Vendor	Outstanding	\$391.06
53675	10/11/2021	Rachel Cianciolo	Vendor	Outstanding	\$750.00
53676	10/11/2021	City Lumber Company	Vendor	Outstanding	\$1,022.87
53677	10/11/2021	Cooperative Financial Solutions	Vendor	Outstanding	\$9,708.46
53678	10/11/2021	Damian Cox	Vendor	Outstanding	\$333.33
53679	10/11/2021	Denise Coleman	Vendor	Outstanding	\$152.60
53680	10/11/2021	Dollar General Corporation	Vendor	Outstanding	\$32.50
53681	10/11/2021	Gibson Connect, LLC	Vendor	Outstanding	\$522.35
53682	10/11/2021	Heather Cook	Vendor	Outstanding	\$488.32
53683	10/11/2021	Johnna Hill	Vendor	Outstanding	\$37.08
53684	10/11/2021	Jacob Cronin	Vendor	Outstanding	\$250.00
53685	10/11/2021	Kimatrius LynTre Jimmerson	Vendor	Void	\$333.33
53686	10/11/2021	John Scott Kahler	Vendor	Outstanding	\$500.00
53687	10/11/2021	Kelly K. Samantha	Vendor	Outstanding	\$338.45
53688	10/11/2021	Krista Grace	Vendor	Outstanding	\$561.76
53689	10/11/2021	Lashlee-Rich, Inc	Vendor	Outstanding	\$825,725.00

Gibson County Special Schools
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Page 2 of 10

Bank Account: Farmers And Merchants Bank (Fund 141 Vendor) Account Number: 00000200379
GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
53690	10/11/2021	REBECCA LEE	Vendor	Outstanding	\$333.33
53691	10/11/2021	Ezra F Leslie	Vendor	Outstanding	\$213.64
53692	10/11/2021	Natalie McCallum	Vendor	Outstanding	\$1,333.33
53693	10/11/2021	Michael McEwen	Vendor	Outstanding	\$183.12
53694	10/11/2021	Robert McGregor	Vendor	Outstanding	\$166.67
53695	10/11/2021	Ryan McMackin	Vendor	Outstanding	\$207.10
53696	10/11/2021	Megan Barber	Vendor	Outstanding	\$47.96
53697	10/11/2021	Michael Moffatt	Vendor	Outstanding	\$1,666.67
53698	10/11/2021	Nathan Russell	Vendor	Outstanding	\$98.65
53699	10/11/2021	Nexair	Vendor	Outstanding	\$63.50
53700	10/11/2021	Bryan Poole	Vendor	Outstanding	\$3,250.00
53701	10/11/2021	Amy Powell	Vendor	Outstanding	\$174.40
53702	10/11/2021	Amy Powell	Vendor	Outstanding	\$166.67
53703	10/11/2021	Quill	Vendor	Outstanding	\$216.99
53704	10/11/2021	Rachel Barber	Vendor	Outstanding	\$340.08
53705	10/11/2021	Steven E Rich	Vendor	Outstanding	\$666.67
53706	10/11/2021	Samantha Litton	Vendor	Outstanding	\$118.81
53707	10/11/2021	South Gibson Escrow	Vendor	Outstanding	\$43,458.00
53708	10/11/2021	Stellar Therapy Services	Vendor	Outstanding	\$152.32
53709	10/11/2021	TATE'S KWIK STOP	Vendor	Outstanding	\$150.00
53710	10/11/2021	Teresa Newell	Vendor	Outstanding	\$251.79
53711	10/11/2021	Terri Mcdaniel	Vendor	Outstanding	\$273.59
53712	10/11/2021	Terry Cunningham	Vendor	Outstanding	\$43.60
53713	10/11/2021	The Tri City Reporter	Vendor	Outstanding	\$20.00
53714	10/11/2021	Katie Tidwell	Vendor	Outstanding	\$102.14
53715	10/11/2021	Timothy Trimble	Vendor	Outstanding	\$80.66
53716	10/11/2021	Willie Trevathan	Vendor	Outstanding	\$850.00
53717	10/11/2021	TSBA	Vendor	Outstanding	\$3,750.00

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Page 3 of 10

Bank Account: Farmers And Merchants Bank (Fund 141 Vendor) Account Number: 00000200379
GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
53718	10/11/2021	Wal Mart Community	Vendor	Outstanding	\$113.16
53719	10/11/2021	Washington Music Center	Vendor	Outstanding	\$2,842.80
53720	10/11/2021	Waste Management	Vendor	Outstanding	\$2,672.88
53721	10/11/2021	West Tenn Fence Company	Vendor	Outstanding	\$17,154.00
53722	10/11/2021	Jason White	Vendor	Outstanding	\$166.67
53723	10/11/2021	COLLETTE WILSON	Vendor	Outstanding	\$148.24
53724	10/11/2021	Workcare Resources Inc,	Vendor	Outstanding	\$75.00
53725	10/12/2021	Br Supply, Inc.	Vendor	Outstanding	\$1,053.37
53726	10/12/2021	Cengage Learning	Vendor	Outstanding	\$470.40
53727	10/12/2021	Kimberly Malone	Vendor	Outstanding	\$2,517.90
53728	10/12/2021	Alisha Bauman	Vendor	Outstanding	\$24.00
53729	10/12/2021	Alisha Owens	Vendor	Outstanding	\$109.00
53730	10/12/2021	Amanda Cross	Vendor	Outstanding	\$189.88
53731	10/12/2021	Amber Tritt	Vendor	Outstanding	\$187.59
53732	10/12/2021	Cdw Government	Vendor	Outstanding	\$27,592.38
53733	10/12/2021	Ena Services Llc	Vendor	Outstanding	\$4,210.00
53734	10/12/2021	Gibson County Bus Garage	Vendor	Outstanding	\$10,658.48
53735	10/12/2021	Gibson County High School	Vendor	Outstanding	\$125.00
53736	10/12/2021	Jeremy Tate	Vendor	Void	\$164.59
53737	10/12/2021	Kary Parchman	Vendor	Outstanding	\$176.58
53738	10/12/2021	Hannah Kent	Vendor	Outstanding	\$160.00
53739	10/12/2021	Modern Telephone Systems	Vendor	Outstanding	\$405.00
53740	10/12/2021	Trenton Special School District	Vendor	Outstanding	\$194.80
53741	10/12/2021	Victory 93.7 Wtkb Fm	Vendor	Outstanding	\$200.00
53742	10/12/2021	Yorkville Elementary School	Vendor	Outstanding	\$108.05
53743	10/14/2021	CHLIC	Vendor	Outstanding	\$388.06
53744	10/14/2021	Bell Company	Vendor	Outstanding	\$295.39
53745	10/14/2021	Brad Garner	Vendor	Outstanding	\$171.13

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Page 4 of 10

Bank Account: Farmers And Merchants Bank (Fund 141 Vendor) Account Number: 00000200379
GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
53746	10/14/2021	Cdw Government	Vendor	Outstanding	\$90.79
53747	10/14/2021	Dollar General Corporation	Vendor	Outstanding	\$34.31
53748	10/14/2021	Food Rite	Vendor	Outstanding	\$52.56
53749	10/14/2021	Jeremy Tate	Vendor	Outstanding	\$99.19
53750	10/14/2021	Kimatrius LynTre Jimmerson	Vendor	Outstanding	\$666.67
53751	10/14/2021	Lonnie Cobb's Humboldt	Vendor	Outstanding	\$591.21
53752	10/14/2021	Mary Gay London	Vendor	Outstanding	\$53.96
53753	10/14/2021	Whitney Simpson	Vendor	Outstanding	\$46.00
53754	10/14/2021	SOUTH GIBSON COUNTY ELEMENTARY SCHOOL	Vendor	Outstanding	\$470.94
53755	10/14/2021	Tasbo	Vendor	Outstanding	\$100.00
53756	10/14/2021	Traci Tate	Vendor	Outstanding	\$236.75
53757	10/14/2021	Tracy Adams	Vendor	Outstanding	\$46.00
53758	10/14/2021	Willie Trevathan	Vendor	Outstanding	\$2,275.00
53759	10/15/2021	Anthony Bogue	Vendor	Outstanding	\$24.00
53760	10/15/2021	Cdw Government	Vendor	Outstanding	\$22,774.95
53761	10/15/2021	Cowart Reese Sargent, Cpas	Vendor	Outstanding	\$9,000.00
53762	10/15/2021	Deloris Wilson	Vendor	Outstanding	\$367.01
53763	10/15/2021	Cherie Hickman	Vendor	Outstanding	\$148.24
53764	10/15/2021	Shearer Supply	Vendor	Outstanding	\$331.02
53765	10/15/2021	Tammie Floersh	Vendor	Outstanding	\$364.61
53766	10/15/2021	Wal Mart Community	Vendor	Outstanding	\$29.93
53767	10/19/2021	CHLIC	Vendor	Outstanding	\$12,634.20
53768	10/19/2021	Nglic	Vendor	Outstanding	\$2,103.28
53769	10/20/2021	Ace Building Center	Vendor	Outstanding	\$58.74
53770	10/20/2021	JOSEPH AGEE	Vendor	Outstanding	\$343.35
53771	10/20/2021	Alisha Owens	Vendor	Outstanding	\$24.00
53772	10/20/2021	Amy Burczak	Vendor	Outstanding	\$170.04
53773	10/20/2021	Logan Callins	Vendor	Outstanding	\$228.90

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Page 5 of 10

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Number	Date	Description	Check Type	Status	
53774	10/20/2021	Derek Norman	Vendor	Outstanding	\$199.99
53775	10/20/2021	Dollar General Corporation	Vendor	Outstanding	\$29.00
53776	10/20/2021	Dyer School	Vendor	Outstanding	\$135.00
53777	10/20/2021	Food Rite	Vendor	Outstanding	\$6.36
53778	10/20/2021	Lisa Gildea	Vendor	Outstanding	\$95.92
53779	10/20/2021	Kb's Auto Service Center	Vendor	Outstanding	\$981.44
53780	10/20/2021	Mcdowell Center For Children	Vendor	Outstanding	\$2,021.00
53781	10/20/2021	Psychological Services	Vendor	Outstanding	\$6,280.00
53782	10/20/2021	Shawn Hampton	Vendor	Outstanding	\$24.00
53783	10/20/2021	Cynthia Smith	Vendor	Outstanding	\$65.40
53784	10/20/2021	Tap Industries, Inc.	Vendor	Outstanding	\$2,070.00
53785	10/20/2021	Tennessee Tractor, Llc	Vendor	Outstanding	\$9,265.00
53786	10/20/2021	Toni M. Patton	Vendor	Outstanding	\$231.30
53787	10/20/2021	UNITED REFRIGERATION, INC	Vendor	Outstanding	\$86.08
53788	10/20/2021	Victoria Abbott	Vendor	Outstanding	\$87.20
53789	10/20/2021	Volunteer Technology Systems	Vendor	Outstanding	\$5,113.12
53790	10/20/2021	Wal Mart Community	Vendor	Outstanding	\$14.80
53791	10/20/2021	Wells Fargo Financial Leasing	Vendor	Outstanding	\$399.00
53792	10/20/2021	Workcare Resources Inc,	Vendor	Outstanding	\$35.00
53793	10/22/2021	Ace Building Center	Vendor	Outstanding	\$79.99
53794	10/22/2021	Cdw Government	Vendor	Outstanding	\$3,878.10
53795	10/22/2021	Five to Nine Woodworks	Vendor	Outstanding	\$255.00
53796	10/22/2021	Medina Auto Farm Supply	Vendor	Outstanding	\$169.93
53797	10/22/2021	PESG FACILITY SERVICES GROUP, LLC	Vendor	Outstanding	\$80,995.41
53798	10/22/2021	Quill	Vendor	Outstanding	\$301.99
53799	10/22/2021	Shearer Supply	Vendor	Outstanding	\$168.12
53800	10/22/2021	Tenn Child Support	Vendor	Outstanding	\$1,463.00
53801	10/22/2021	Tennessee Tractor	Vendor	Outstanding	\$69.60

Gibson County Special Schools
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Run At: 11/1/2021 9:02 AM
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Page 6 of 10

Bank Account: Farmers And Merchants Bank (Fund 141 Vendor) Account Number: 00000200379
GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
53802	10/22/2021	Trox CDI Dallas LLC	Vendor	Outstanding	\$2,398.00
53803	10/22/2021	UNITED REFRIGERATION, INC	Vendor	Outstanding	\$52.46
53804	10/22/2021	Verizon Wireless	Vendor	Outstanding	\$12.00
53805	10/22/2021	Wal Mart Community	Vendor	Outstanding	\$24.68
53806	10/25/2021	Apple, Inc	Vendor	Outstanding	\$299.00
53807	10/25/2021	Cdw Government	Vendor	Outstanding	\$10,990.02
53808	10/25/2021	Dyer School	Vendor	Outstanding	\$79.98
53809	10/25/2021	Ed's Supply Company, Inc	Vendor	Outstanding	\$267.14
53810	10/25/2021	Gibson County Food Service	Vendor	Outstanding	\$310,896.68
53811	10/25/2021	Mxn Corporation	Vendor	Outstanding	\$166.92
53812	10/25/2021	TAASE	Vendor	Outstanding	\$225.00
53813	10/25/2021	TN DEPT ENV & CONSERVATION	Vendor	Outstanding	\$1,350.00
53814	10/25/2021	Workcare Resources Inc,	Vendor	Outstanding	\$70.00
53815	10/26/2021	Boston Mutual Whole Life	Vendor	Outstanding	\$195.02
53816	10/26/2021	Lisa Coleman	Vendor	Outstanding	\$473.60
53817	10/26/2021	Gibson County Imagination Library	Vendor	Outstanding	\$134.00
53818	10/26/2021	Gibson Education Association	Vendor	Outstanding	\$991.99
53819	10/26/2021	Henry Co. General Sessions Court	Vendor	Outstanding	\$100.00
53820	10/26/2021	Legalshield	Vendor	Outstanding	\$189.35
53821	10/26/2021	Life Investors	Vendor	Outstanding	\$477.45
53822	10/26/2021	MANHATTANLIFE ASSURANCE COMPANY OF AMERIC	Vendor	Outstanding	\$414.36
53823	10/26/2021	Nglic	Vendor	Outstanding	\$2,103.90
53824	10/26/2021	Symetra National Life Insurance Company	Vendor	Outstanding	\$39.31
53825	10/26/2021	TRUSTMARK VOLUNTARY BENEFIT SOLUTIONS, INC	Vendor	Outstanding	\$2,198.89
53826	10/26/2021	TSACG	Vendor	Void	\$4,622.25
53827	10/26/2021	Usable Life Insurance	Vendor	Outstanding	\$7,456.82
53828	10/26/2021	Usable Life Insurance	Vendor	Outstanding	\$936.00
53829	10/26/2021	Usable Life Insurance	Vendor	Outstanding	\$8,735.50

Gibson County Special Schools
Bank Account Check Listing By Date

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Page 7 of 10

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Number	Date	Description	Check Type	Status	
53830	10/26/2021	Tasc Pvr	Vendor	Outstanding	\$4,622.25
53831	10/27/2021	Ace Building Center	Vendor	Outstanding	\$9.98
53832	10/27/2021	ATECH, INC	Vendor	Outstanding	\$75.95
53833	10/27/2021	Business Card	Vendor	Outstanding	\$1,688.81
53834	10/27/2021	Caymee Services	Vendor	Outstanding	\$39.00
53835	10/27/2021	Food Rite	Vendor	Outstanding	\$27.44
53836	10/27/2021	Frank Balton & Co	Vendor	Outstanding	\$11,425.00
53837	10/27/2021	Gibson County Federal Accounts	Vendor	Outstanding	\$222,162.67
53838	10/27/2021	Pearson Clinical Assessment	Vendor	Outstanding	\$390.08
53839	10/27/2021	Shearer Supply	Vendor	Outstanding	\$268.64
53840	10/27/2021	Tim's Electrical Service	Vendor	Outstanding	\$530.00
53841	10/27/2021	TSBA	Vendor	Outstanding	\$4,025.00
53842	10/27/2021	Wal Mart Community	Vendor	Outstanding	\$31.14
53843	10/28/2021	TSACG	Vendor	Outstanding	\$12,670.00
53844	10/29/2021	Ace Building Center	Vendor	Outstanding	\$29.95
53845	10/29/2021	Alisha Owens	Vendor	Outstanding	\$151.51
53846	10/29/2021	RACHEL BEARDEN	Vendor	Outstanding	\$232.72
53847	10/29/2021	Business Card	Vendor	Outstanding	\$12.00
53848	10/29/2021	Carol Cunningham	Vendor	Outstanding	\$87.20
53849	10/29/2021	Eddie Pruett	Vendor	Outstanding	\$59.00
53850	10/29/2021	Gchs Vocational Technical Center	Vendor	Outstanding	\$72.96
53851	10/29/2021	Gibson County High School/Foods Class	Vendor	Outstanding	\$150.00
53852	10/29/2021	Hci Supply	Vendor	Outstanding	\$13.70
53853	10/29/2021	J.D.Distributors, Inc.	Vendor	Outstanding	\$131.98
53854	10/29/2021	Jason Turner	Vendor	Outstanding	\$183.12
53855	10/29/2021	Kary Parchman	Vendor	Outstanding	\$112.27
53856	10/29/2021	Kelly K. Samantha	Vendor	Outstanding	\$249.07
53857	10/29/2021	Michelle Goad	Vendor	Outstanding	\$182.58

Gibson County Special Schools
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Page 8 of 10

Bank Account: Farmers And Merchants Bank (Fund 141 Vendor) Account Number: 00000200379
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Number	Date	Description	Check Type	Status	
53858	10/29/2021	Patsy Hicks	Vendor	Outstanding	\$30.52
53859	10/29/2021	Quill	Vendor	Outstanding	\$17.28
53860	10/29/2021	Rory Hinson	Vendor	Outstanding	\$226.72
53861	10/29/2021	Rutherford Elementary School	Vendor	Outstanding	\$125.00
53862	10/29/2021	Samantha Litton	Vendor	Outstanding	\$128.62
53863	10/29/2021	South Gibson County Middle School	Vendor	Outstanding	\$250.47
53864	10/29/2021	The Learning House	Vendor	Outstanding	\$177.09
53865	10/29/2021	Tnrmnt	Vendor	Outstanding	\$2,023.00
53866	10/29/2021	Verizon Wireless	Vendor	Outstanding	\$793.21
53867	10/29/2021	Volunteer Technology Systems	Vendor	Outstanding	\$388.10
53868	10/29/2021	Wade Electric Company	Vendor	Outstanding	\$17,858.11
53869	10/29/2021	COLLETTE WILSON	Vendor	Outstanding	\$197.84
53870	10/29/2021	909 Designs	Vendor	Outstanding	\$466.00
53871	10/29/2021	Business Card	Vendor	Outstanding	\$800.00

Totals for Vendor

Number of Checks:	209
Total Checks:	\$1,783,330.72
Reconciled Checks:	\$0.00
Outstanding Checks:	\$1,777,867.20
Void Checks:	\$5,463.52

Gibson County Special Schools
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Page 9 of 10

Bank Account: Farmers And Merchants Bank (Fund 141 Vendor) Account Number: 00000200379
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Totals for 141- -11130

Number of Checks:	209
Total Checks:	\$1,783,330.72
Reconciled Checks:	\$0.00
Outstanding Checks:	\$1,777,867.20
Void Checks:	\$5,463.52

Gibson County Special Schools
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Page 10 of 10

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

Grand Totals

Number of Checks:	209
Total Checks:	\$1,783,330.72
Reconciled Checks:	\$0.00
Outstanding Checks:	\$1,777,867.20
Void Checks:	\$5,463.52

Date/Time: 11/2/2021 8:56 AM

Payments

Page 1 of 1

Payment Date	Payment Number	Vendor	Status	Payment Amount
10/14/2021	7126	Food Rite	Paid	\$7.12
10/14/2021	7125	Anthony L. Blankenship	Paid	\$560.00
10/14/2021	7128	Jonathan D. Baine	Paid	\$53.41
10/14/2021	7130	Veronica Minton	Paid	\$200.56
10/14/2021	7129	Language Training Center Inc.	Paid	\$6.93
10/14/2021	7124	Alisha Bauman	Paid	\$342.26
10/14/2021	7127	Jessica R. Cox	Paid	\$4,825.86

Date/Time: 11/2/2021 8:56 AM

Payments

Page 1 of 1

Payment Date	Payment Number	Vendor	Status	Payment Amount
10/14/2021	7132	Harris Small Engines	Paid	\$3,244.14
10/14/2021	7131	Darty Trailer Sales	Voided	\$1,400.00 ✓

Date/Time: 11/2/2021 8:56 AM

Payments

Page 1 of 1

Payment Date	Payment Number	Vendor	Status	Payment Amount
10/22/2021	7133	Henry Schein	Paid	\$2,140.71
10/22/2021	7134	Milan Special School District	Paid	\$1,563.50
10/22/2021	7135	Tammie Floersh	Paid	\$75.21

Date/Time: 11/2/2021 8:57 AM

Payments

Page 1 of 1

Payment Date	Payment Number	Vendor	Status	Payment Amount
10/28/2021	7145	Southern Office Support, Inc.	Paid	\$46.66
10/28/2021	7138	Business Card	Paid	\$150.00
10/28/2021	7146	Wal Mart Community	Paid	\$367.88
10/28/2021	7141	Jackson Restaurant Supply, Inc.	Paid	\$2,416.00
10/28/2021	7139	Business Card	Paid	\$749.41
10/28/2021	7142	Lexia Learning Systems LLC	Paid	\$800.00
10/28/2021	7143	Rosetta Stone Ltd	Paid	\$825.00
10/28/2021	7140	Business Card	Paid	\$380.84
10/28/2021	7144	JADA SIMS	Paid	\$114.45
10/28/2021	7136	Apple, Inc	Paid	\$299.00
10/28/2021	7137	Business Card	Paid	\$429.06
10/28/2021	7147	Ginger Whitworth	Paid	\$93.74

**Gibson County Special Schools
 Summary Financial Statement
 October 2021**

141 General Purpose School		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenues							
40130	Cir Clk/Clk & Master Collections-Pr Yr	50,000.00	(24,318.60)	48.64%	4,166.67	(6,868.12)	164.83%
40162	Payments In Lieu Of Taxes-Local	83,000.00	(4,417.56)	5.32%	6,916.67	(1,104.39)	15.97%
40210	Local Option Sales Tax	3,300,000.00	(1,011,164.69)	30.64%	275,000.00	(343,857.94)	125.04%
40350	Interstate Telecommunications Tax	20,000.00	(7,640.93)	38.20%	1,666.67	(2,477.39)	148.64%
40610	Current Property Tax	6,892,000.00	(19,470.34)	0.28%	574,333.33	(10,106.80)	1.76%
40620	Prior Year's Property Tax	165,000.00	(17,646.56)	10.69%	13,750.00	(55.45)	0.40%
40630	Interest And Penalty	20,000.00	(3,467.98)	17.34%	1,666.67	(1,049.10)	62.95%
41110	Marriage Licenses	900.00	(301.64)	33.52%	75.00	(106.21)	141.61%
43570	Receipts From Individual Schools	65,000.00	(11,402.36)	17.54%	5,416.67	(7,828.07)	144.52%
43990	Other Charges For Services	0.00	(1,141.69)	0.00%	0.00	(425.58)	0.00%
44110	Investment Income	20,000.00	(7,406.06)	37.03%	1,666.67	(1,045.49)	62.73%
44540	Sale Of Property	0.00	(137,475.00)	0.00%	0.00	0.00	0.00%
46511	Basic Education Program	23,661,000.00	(7,098,300.00)	30.00%	1,971,750.00	(2,366,100.00)	120.00%
46515	Early Childhood Education	412,187.00	(2,431.94)	0.59%	34,348.92	0.00	0.00%
46590	Other State Education Funds	641,757.55	(118,528.61)	18.47%	53,479.80	(52,519.57)	98.20%
46610	Career Ladder Program	45,500.00	0.00	0.00%	3,791.67	0.00	0.00%
	Total Revenues	35,376,344.55	(8,465,113.96)	23.93%	2,948,028.71	(2,793,544.11)	94.76%
Expenditures							
71100	Regular Instruction Program	(15,500,130.31)	2,755,532.56	17.78%	(1,291,677.53)	1,121,063.63	86.79%
71200	Special Education Program	(2,064,051.80)	345,325.52	16.73%	(172,004.32)	163,453.24	95.03%
71300	Career and Technical Education	(1,172,473.02)	246,968.08	21.06%	(97,706.09)	93,228.97	95.42%
72110	Attendance	(76,503.22)	24,172.80	31.60%	(6,375.27)	6,179.10	96.92%
72120	Health Services	(532,723.40)	32,288.47	6.06%	(44,393.62)	7,755.21	17.47%
72130	Other Student Support	(1,140,230.51)	176,355.59	15.47%	(95,019.21)	53,347.76	56.14%
72210	Regular Instruction Program	(1,256,962.37)	339,905.72	27.04%	(104,746.86)	101,170.58	96.59%
72220	Special Education Program	(285,589.50)	171,533.55	60.06%	(23,799.13)	13,882.94	58.33%
72230	Career and Technical Education	(5,000.00)	3,500.00	70.00%	(416.67)	0.00	0.00%
72250	EDUCATION TECHNOLOGY	(707,506.32)	278,024.37	39.30%	(58,958.86)	37,249.02	63.18%
72310	Board Of Education	(486,842.00)	199,427.87	40.96%	(40,570.17)	8,180.35	20.16%
72320	Office Of The Superintendent	(279,177.80)	88,351.52	31.65%	(23,264.82)	19,772.58	84.99%
72410	Office Of The Principal	(1,897,586.00)	536,939.79	28.30%	(158,132.17)	156,081.76	98.70%
72510	Fiscal Services	(242,994.44)	87,292.35	35.92%	(20,249.54)	14,996.90	74.06%
72610	Operation Of Plant	(2,212,694.00)	1,038,168.82	46.92%	(184,391.17)	160,854.09	87.24%
72620	Maintenance Of Plant	(798,853.59)	266,328.76	33.34%	(66,571.13)	87,229.60	131.03%
72710	Transportation	(1,191,263.80)	287,416.17	24.13%	(99,271.98)	56,401.89	56.82%
73400	Early Childhood Education	(412,187.00)	68,930.71	16.72%	(34,348.92)	32,313.24	94.07%
76100	Regular Capital Outlay	(1,239,881.47)	806,230.82	65.02%	(103,323.46)	26,617.80	25.76%

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Gibson County Special Schools
 Summary Financial Statement
 October 2021

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 Page 2 of 2

141 General Purpose School		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
82130	Education	(3,077,502.00)	45,878.38	1.49%	(256,458.50)	0.00	0.00%
82230	Education	(1,518,192.00)	759,468.92	50.02%	(126,516.00)	0.00	0.00%
Total Expenditures		(36,098,344.55)	8,558,040.77	23.71%	(3,008,195.38)	2,159,778.66	71.80%
Total	141 General Purpose School	(722,000.00)	92,926.81	12.87%	(60,166.67)	(633,765.45)	-

	A	B	C	D	E	F
1	Monthly Work Order Recap					
2	Period: Oct 1 through Oct 31					
3						
4			Beginning of Month	New	Closed	End of Month
5	Technology	Assigned To:	Open Work Orders	Work Orders	Work Orders	Open Work Orders
6		Jamie Barr	16	8	15	9
7		Kary Parchman	15	6	1	20
8		Shawn Hampton	3	36	33	6
9		Alisha Owens	16	24	30	10
10		Anthony Bogue	8	36	33	11
11						
12	Grand Totals		58	110	112	56
13						
14						
15			Beginning of Month	New	Closed	End of Month
16	Maintenance	Assigned To:	Open Work Orders	Work Orders	Work Orders	Open Work Orders
17		Charles Salles	2	11	1	12
18		Travis Hendrix	4	21	21	4
19		Mark Robinson	1	5	5	1
20		Caleb Black	2	14	14	2
21		Ted Bauman	1	32	32	1
22						
23	Grand Totals		10	83	73	20
24						
25						
26	Notes :					
27	1. Assigned To : The person who was assigned the work order.					
28	2. Beginning of the Month Work Orders : The number of work orders open for the Assigned To for time frame selected.					
29	3. New Work Orders : New work orders received by the Assigned To during the time frame selected.					
30	4. Closed Work Orders : Closed work orders closed by the Assigned To during the time frame selected.					
31	5. End of Month Open Work Orders : Work orders still open for the Assigned To for the time frame selected.					

**Gibson County Special School District
Board of Trustees
Regular Called Meeting
Rutherford School Cafeteria
November 9, 2021**

Mr. Tom Lannom, Board Chairman, called the meeting to order. Members present were Benny Boals, Tom Lannom, Treva Maitland, and Eddie Watkins. Members absent were Scott Ball, John Campbell, and Charles Scott. Mr. Lannom led in the Pledge of Allegiance. A motion was made by Mr. Watkins to approve the consent agenda, with a second by Mr. Boals. *Motion passed.* A motion was made by Mr. Watkins to approve the regular agenda, with a second by Mr. Boals. *Motion passed.* No legal counsel was present.

PUBLIC COMMENT: None

RECOGNITION: None

REGULAR AGENDA

Board Self-Assessment

Mr. Lannom asked the board to complete the on-line assessment by the deadline of October 31st. This is the same survey the Board has completed the last few years. The recap results will be presented at the November meeting. *Procedure.*

Extended Learning Positions

Mr. Pruett requested the two new extended learning positions due to increased student numbers. These positions are at Dyer and South Gibson County Elementary School. We have been awarded a grant for the costs of these new positions for the first year and a half year of the second year for these salaries. The Board must approve these positions since they are new. A motion was made by Mr. Boals and seconded by Mr. Watkins to approve the two new extended learning positions for Dyer and SGCES. *Motion passed*

Policy Revisions

Mr. Pruett introduced 24 updated board policies for approval. TSBA has sent updates due to new laws restructuring the current policies. Some policies were completely re-written and some only changed by one word. They are as listed: # 1.8011 **Emergency Closings**, # 2.806 **Bids and Quotations**, # 3.205 **Security**, # 3.211 **New Project Planning**, # 3.220 **Access to Private Facilities** (New Policy), # 4.204 **Summer Instructional Programs**, # 4.206 **Homebound Instruction**, # 4.212 **Virtual Education Program** (New Policy), # 4.213 **Family Life Education** (New Policy), # 4.301 **Interscholastic Athletics**, # 4.605 **Graduation Requirements**, # 5.106 **Application and**

Employment, # 5.802 Qualifications and Duties of the Director of Schools, # 4.203 Advance College Placement (Delete Policy), # 5.117 Teacher Tenure, # 5.200 Separation Practices for Tenured Teachers, # 5.201 Separation Practices for Non-Tenured Teachers, # 6.200 Attendance, #6.202 Home Schools, # 6.319 Alternative Education, # 6.306 Interference Disruption of School Activities, # 6.4081 Safe Relocation of Students, and # 5.303 Personal and Professional Leave. Policy. Board policy # 6.402 Physical Examination and Immunizations was pulled due to some clarification on the wording of this policy. A motion was made by Mr. Boals to approve all these policies on the first reading, with a second by Mr. Watkins. *Motion passed.*

Director's Report

Mr. Pruett reminded board members about the TSBA Leadership Conference & Annual Convention on November 18th-21st in Nashville. The delegates selected were Mr. Lannom, Mr. Watkins, and Mr. Boals.

Mr. Lannom reported TSBA will have a “silent auction” as a fundraiser for Humphrey County due to the devastating flood waters several months ago. He suggested buying an item and donating it for the auction. Mr. Pruett found a wooden plaque with the state of Tennessee and the state flag carved into the wood. The Board agreed to purchase and donate this item for the silent auction to assist Humphrey County. *Information.*

Mr. Lannom made the motion to adjourn.

Date Received in the District Office 10-25-2021
Board Approval Date _____
Over Night Trip Yes No

FIELD TRIP REQUEST
GIBSON COUNTY SPECIAL SCHOOL DISTRICT

School Dyer School Date of Request 10/22/2021
Teacher Kim Thompson Class Beta Club
Number of Students Involved 21 Cost Per Student \$20
Date of Trip 11/22/21 Alternate Date N/A
Number of Buses Needed 1 Is Handicap bus required? YES NO
Has the Transportation Supervisor been contacted? YES NO
Personal Vehicles being used? YES NO
Proof of vehicle liability insurance on file at School? YES NO
Has the Cafeteria been contracted? YES NO
Has School Nurse been notified of Field Trip? YES NO
Total Number of Chaperones: Administrators _____ Teachers 2 Teacher Assistant _____
Parents _____ Others 1

Destination: Beta Convention Opryland Hotel

Time of Departure: 6:00 am 11/22/2021 Time of Return: 5:00 pm 11/23/2021

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

Field Trip Activities: Attend Beta Club meetings and participate in academic activities: quiz bowl, academic tests, apparel design, and two dimensional design.

ATTACH LESSON PLAN FOR FOLLOW-UP.

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

Approved Disapproved _____ Principal [Signature] Date 10/22/21

Approved Disapproved _____ Supervisor [Signature] Date 10/25/21

Approved Disapproved _____ Director of Schools [Signature] Date 10/25/21

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

Eddie Pruett

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

School Rutherford School Date of Request 10/22/2021

Teacher Jayna Watkins Class Beta Club

Number of Students Involved 34 Cost Per Student \$110.⁰⁰

Date of Trip 11-22/11-23 Alternate Date _____

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

Has the Transportation Supervisor been contacted? YES NO

Personal Vehicles being used? YES NO

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

Has the Cafeteria been contracted? YES NO

Has School Nurse been notified of Field Trip? YES NO

Total Number of Chaperones: Administrators 0 Teachers 1 Teacher Assistant 1
Parents 11 Others _____

Destination: Nashville, TN - Opryland Hotel

Time of Departure: 6:00 am Time of Return: 4:00 pm

Purpose of the Trip: To attend State Beta Convention

Field Trip Activities: Attend General Sessions and enter competitions

ATTACH LESSON PLAN FOR FOLLOW-UP.

(This must be included for field trip to be approved.)
Approved Disapproved _____ Principal [Signature] Date 10/25/21

Approved Disapproved _____ Supervisor Michelle Ford Date 10/25/21

Approved Disapproved _____ Director of Schools Eddie Pruett Date 10/27/21

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

Gibson County Board of Education			
Monitoring: Review: Annually, in August	Descriptor Term: <h2 style="text-align: center;">Emergency Closings</h2>	Descriptor Code: 1.8011	Issued Date: 06/25/20
		Rescinds: 1.8011	Issued: 06/13/96

1 *General*

2 The Board authorizes the Director of Schools to close schools in the event of hazardous weather, a public
 3 health emergency, or any other emergency which presents a threat to the safety of students, staff
 4 members, or school property.¹

5 As soon as the decision to close schools is made, the Director of Schools will notify the public media
 6 and request that an announcement be made.

7 If school is not in session or is dismissed early due to snow or inclement weather, the Director of Schools
 8 in consultation with the principal(s) of the impacted school(s) shall determine if all scheduled activities
 9 in which students are involved shall be postponed or cancelled.

10 **EMPLOYEE RESPONSIBILITIES**

11 In the event of an emergency that requires closure of a school building, group of schools, or the entire
 12 district, the Director of Schools is authorized to continue to pay employees who are not able to physically
 13 report for duty as a result. These employees shall receive their regular wages. Such payments shall not
 14 exceed the number of days budgeted for each employee.

15 During such emergencies, the Director of Schools may designate certain employees as essential. Such
 16 employees shall work as directed by the Director of Schools, whether that is by physical appearance at
 17 work or teleworking under Policy 5.1151. Essential employees must use leave to be excused from work
 18 absent special permission as determined by the Director of Schools/designee.

Legal References

1. TCA 49-6-3004(e)(1); TRR/MS 0520-01-03-.02(1)(b)

Cross References

- Emergency Preparedness Plan 3.202
 Telework During Emergencies 5.1151

Gibson County Board of Education			
Monitoring: Review: Annually, in August	Descriptor Term: Emergency Closings	Descriptor Code: 1.8011	Issued Date:
		Rescinds:	Issued:

1 *General*

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3 health emergency, or any other emergency which presents a threat to the safety of students, staff
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12 district, the Director of Schools is authorized to continue to pay employees who are not able to physically
13 report for duty as a result. These employees shall receive their regular wages. Such payments shall not
14 exceed the number of days budgeted for each employee.

Legal References

1. TCA 49-6-3004(e)(1); TRR/MS 0520-01-02-.31(1)(a)(1)(i); TCA 58-2-101; Public Acts of 2021, Chapter No. 96

Cross References

- Emergency Preparedness Plan 3.202
Telework During Emergencies 5.1151

Gibson County Board of Education			
Monitoring: Review: Annually, in September	Descriptor Term: Bids and Quotations	Descriptor Code: 2.806	Issued Date: 10/12/17
		Rescinds: 2.806	Issued: 08/07/08

1 All purchases of supplies, materials, equipment, and contractual services in excess of twenty-five
 2 thousand dollars (\$25,000), including those of individual schools, shall be based on competitive bids.¹
 3 These bids shall be solicited by advertisement in a newspaper of general circulation within the school
 4 system. However, said newspaper advertisement may be waived by the purchasing agent in an
 5 emergency. The purchasing agent shall advertise for bids and receive quotations.²

6 All purchases of twenty-five thousand dollars (\$25,000) or less, including those of individual schools,
 7 may be made in the open market without newspaper notice, but shall, whenever possible, be based on at
 8 least three (3) competitive bids.²

9 The lowest and/or best bid shall be accepted, provided the purchaser reserves the right to reject any or
 10 all bids or any part of any bid and, if applicable, to accept the bid which is best as evidenced by reasons
 11 relative to the purpose of the purchase. Any bid may be withdrawn prior to the scheduled time for the
 12 opening of bids. Any bid received after the time and date specified shall not be considered.

13 The bidder to whom the award is made may be required to enter into a written contract.

14 The practice of splitting an order or dividing items to be purchased in order to avoid the use of bidding
 15 or other purchasing procedures is strictly prohibited.

16 **EXEMPTIONS FROM COMPETITIVE BIDDING³**

17 Contracts for legal services, educational consultants, and similar services by professional persons or
 18 groups of high ethical standards shall not be based upon competitive bids but shall be awarded on the
 19 basis of recognized competence and integrity.

20 Insurance purchased through a plan authorized and approved by an organization of governmental
 21 entities representing cities and counties shall also be exempted.⁴

Legal References

1. TCA 49-2-203(a)(3)
2. TCA 49-2-203(a)(3)(A)-(B); TCA 49-2-206(b)(2)
3. TCA 64-4-115
4. TCA 29-20-407

Cross References

Conflict of Interest 5.601

Gibson County Board of Education			
Monitoring: Review: Annually, in September	Descriptor Term: Bids and Quotations	Descriptor Code: 2.806	Issued Date:
		Rescinds:	Issued:

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 2 thousand dollars (\$25,000), including those of individual schools, shall be based on competitive bids.¹
 3 These bids shall be solicited by advertisement in a newspaper of general circulation within the school
 4 district. The purchasing agent shall advertise for bids and receive quotations. The advertisement may be
 5 waived by the purchasing agent in an emergency.²

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 8 least three (3) competitive bids.²

9 The lowest and/or best bid shall be accepted, provided the purchaser reserves the right to reject any or
 10 all bids or any part of any bid, and if applicable, to accept the bid which is best as evidenced by reasons
 11 relative to the purpose of the purchase.³ Any bid may be withdrawn prior to the scheduled time for the
 12 opening of bids. Any bid received after the time and date specified shall not be considered.

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17 Contracts for legal services, educational consultants, and similar services by professional persons or
 18 groups of high ethical standards shall not be based upon competitive bids but shall be awarded on the
 19 basis of recognized competence and integrity.⁴

20 Insurance purchased through a plan authorized and approved by an organization of governmental
 21 entities representing cities and counties shall also be exempted.⁵

Legal References

1. TCA 49-2-203(a)(3); Public Acts of 2021, Chapter No. 310
2. TCA 49-2-203(a)(3)(A)-(B); TCA 49-2-206(b)(2)
3. TCA 49-2-203(a)(3)(C)
4. TCA 12-3-1209; TCA 12-4-107
5. TCA 29-20-407

Cross References

- Executive Committee 1.301
- Consultants 1.303
- Conflict of Interest 5.601

Gibson County Board of Education			
Monitoring: Review: Annually, in October	Descriptor Term: Security	Descriptor Code: 3.205	Issued Date: 06/13/96
		Rescinds:	Issued:

1 The director of schools shall establish procedures as required to adequately protect school property which
2 shall include, but not be limited to:

- 3 1. Closing and securing teacher work areas when being 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 faculty supervision;
- 6 3. Controlling the issuance of building keys and master keys; and
- 7 4. Developing programs which contribute to the proper care and use of school facilities and
8 equipment.

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

10 The principal shall notify the director of schools within 48 hours after each case of vandalism, theft,
11 building damage and illegal entry.

12 The director of schools, or his/her representative, is authorized to sign a criminal complaint and to press
13 charges against perpetrators of vandalism against school property.

Cross References

Visitors to the Schools 1.501
Care of School Property 6.311

Gibson County Board of Education			
Monitoring: Review: Annually, in October	Descriptor Term: Security	Descriptor Code: 3.205	Issued Date: Click here to enter a date.
		Rescinds:	Issued:

1 *General*¹

2 The Director of Schools shall establish procedures to protect school property which shall include, but
3 not be 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.²

11 The principal shall call law enforcement officials in cases involving illegal entry, building damage, theft,
12 or vandalism. The principal shall notify the Director of Schools as soon as practical, but no longer than
13 twenty-four (24) hours, after a case of vandalism, theft, building damage, and/or illegal entry. The
14 Director of Schools/designee is authorized to sign a criminal complaint and press charges. The Director
15 of Schools shall report all signing of such complaints to the Board.

16 **LAW ENFORCEMENT SERVICES**¹

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

20 The Board may enter into a memorandum of understanding (MOU) with the chief of a law enforcement
21 agency to provide school policing. The MOU shall address, at a minimum, the following issues:

- 22 1. Any school resource officer (SRO) assigned under the MOU shall be in compliance with all laws,
23 regulations, and rules of the Peace Officer Standards and Training Commission at the time of
24 assignment and remain compliant throughout his/her assignment.
- 25 2. As a condition of assignment, any SRO shall participate in forty (40) hours of basic training in
26 school policing within twelve (12) months of assignment. Every year thereafter, the SRO shall

1 participate in a minimum of sixteen (16) hours of training specific to school policing. All training
 2 programs shall be approved by the Peace Officers Standards and Training Commission.³

3 3. Any SRO assigned under the MOU remains an employee of the law enforcement agency and is
 4 subject to that agency's direction, control, supervision, and discipline.

5 4. No SRO shall be assigned to a school, or continue in such an assignment, without the consent of
 6 the Director of Schools.

7 5. In the event that more than one (1) SRO is assigned to a school district, the law enforcement
 8 agency shall designate one (1) of the SROs as the senior SRO. The duties of the senior SRO shall
 9 include, but not be limited to, the following:

- 10 a. Representing and carrying out the policies of the law enforcement agency assigning the
 11 SROs;
 12 b. Supervising the SROs in the performance of their duties;
 13 c. Consulting with the Director of Schools regarding the best use of the available resources
 14 for school policing; and
 15 d. Resolving disputes between the SROs and students or staff members.

16 6. The MOU may be effective for any length of time, including continuing until terminated by the
 17 parties, and may contain any reasonable notice requirement for the termination of the MOU.
 18 However, the MOU shall contain a provision allowing the Director of Schools to suspend the
 19 active participation of any SROs in the event that the Director of Schools believes that such
 20 suspension is best for the health, safety, or wellbeing of the students or staff members.

21 **CYBERSECURITY⁴**

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

Legal References

1. TCA 49-6-805(3)
2. 2 CFR § 200.313
3. TCA 49-6-4217
4. Public Acts of 2021, Chapter No. 335

Cross References

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

Gibson County Board of Education			
Monitoring: Review: Annually, in October	Descriptor Term: Energy Use and Conservation	Descriptor Code: 3.211	Issued Date: 01/09/14
		Rescinds:	Issued:

1 **PURPOSE**

2 The Gibson County Special School District Board of Education is responsible for the efficient use of
3 all natural resources required by the District. In keeping with this responsibility, the District shall
4 provide leadership in developing a realistic energy use ethic, by increasing awareness of energy needs
5 and their associated costs in the operation of District facilities, in order to conserve on energy while
6 maintaining a comfortable environment.

7 **STATEMENT OF POLICY**

8 The District's success in achieving an effective energy use, conservation and efficiency program
9 requires and depends upon cooperation at all levels. Therefore, every employee, student, school
10 volunteer and contractor is expected to contribute to and actively participate in the District's energy
11 conservation and efficiency program, and to be an "energy saver" as well as an "energy consumer."

12 Implementation of the District's energy use and conservation policy shall be the joint and collective
13 responsibility of the District's Board of Education, administration, teachers, staff, students and
14 volunteers. While primary accountability and responsibility for management and administration of the
15 District's energy conservation and efficiency program shall lie with the District's Director of Schools or
16 his/her designee, the District's administrative staff shall assist the Director of Schools or Designee as
17 needed in implementing, managing, directing, monitoring, evaluating and reporting District
18 conservation and efficiency in the use of energy.

19 The District shall, under the supervision and direction of its Director of Schools or designee, maintain
20 accurate records of energy consumption and associated costs at each school site and shall periodically
21 provide information on the goals and progress of the District's energy conservation program. The
22 judicious use and management of various energy systems at each school facility shall be the joint
23 responsibility of the administrative, instructional and custodial staff of each such facility.

24 The District's Director of Schools or designee shall develop, in cooperation with and with assistance
25 from such others as may be necessary, and shall thereafter disseminate, the appropriate short and long
26 range administrative guidelines or regulations necessary to implement and administer the District's
27 energy awareness, management and conservation programs.

1 The Director of Schools shall monitor compliance with the following:

2 (1) Maintenance of the learning environment shall always take precedence over energy
3 conservation measures;

4 (2) District shall strive for continuing compliance with the most recent adoption of the American
5 Society of Heating, Refrigeration and Air Conditioning Engineers (ASHRAE) Standards 90.1
6 (minimum standard for energy efficiency), 62.1 (minimum standard for indoor air quality) and
7 55 (minimum standard for human comfort).

Gibson County Board of Education			
Monitoring: Review: Annually, in October	Descriptor Term: New Project Planning	Descriptor Code: 3.211	Issued Date:
		Rescinds:	Issued:

1 **SELECTION OF ARCHITECT¹**

2 The Board shall approve a registered architect for new projects of construction, expansion, and/or
3 maintenance as required by law. The Board shall execute a contract with such architect for each project.

4 **SELECTION OF ENGINEER¹**

5 Following the execution of a contract for architectural services, the architect or architectural firm shall
6 select a registered engineer for each project.

7 **SITE SELECTION**

8 The Board shall have sole discretion with choosing sites for construction.² When determining where to
9 begin new projects, the Board shall consider the current and future populations of the area, transportation
10 routes, and accessibility to utilities.

11 **BUILDING ACCESSIBILITY³**

12 The construction, remodeling, renovation, expansion, or modification of a school building shall comply
13 with state and federal requirements regarding building accessibility.

Legal References

1. TCA 62-2-107; TRR/MS 0520-01-04-.01(2)
2. TCA 49-2-203(a)(3); *Rutherford County Board of Education v. Rutherford County Commission*, 2000 Tenn. App. LEXIS 703
3. 28 CFR § 36.201; TRR/MS 0520-01-04-.01(1)

Gibson County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Access to Private Facilities	Descriptor Code: 3.220	Issued Date:
		Rescinds:	Issued:

- 1 Students, employees, or teachers may request reasonable accommodations if they desire greater
- 2 privacy when using multi-occupancy restrooms or changing facilities located in the school building or
- 3 when using multi-occupancy sleeping quarters while attending a school-sponsored activity.¹

- 4 Such requests shall be submitted in writing to the principal, and any appeals regarding the principal's
- 5 decision shall be in accordance with state law.¹

- 6 The Director of Schools shall develop an administrative procedure on access to private facilities.

Legal References

1. Public Acts of 2021, Chapter No. 452

Gibson County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Summer School	Descriptor Code: 4.204	Issued Date: 06/13/96
		Rescinds:	Issued:

1 Summer schools shall be organized and operated as a part of the public school program, shall be under
2 the control and management of the Board, and shall comply with rules and regulations of the State
3 Board of Education.¹

4 The summer school program, subject to annual approval by the Board of Trustees, shall provide
5 opportunities for remedial instruction at the elementary level, review and limited regular courses at the
6 secondary level, and special programs funded by the state and/or federal grants.

7 No class shall be taken for the first time during a summer school session unless the student has
8 maintained a cumulative grade point average of at least 3.0 or its equivalent. Students who have a
9 cumulative grade point average of at least 2.0 or its equivalent may take courses required for
10 graduation for the first time during a summer school session upon the recommendation of the principal
11 of the school which the student regularly attends.

12 No more than two (2) units shall be earned during any summer school session.

13 All summer school classes shall meet on school property, and any exceptions must be approved by the
14 Board. The library, laboratories, and other facilities shall be made available to all students enrolled in
15 the summer school program.

16 The Board shall annually determine the tuition rates.²

17 Three (3) unexcused absences in any course offered during summer school renders a student ineligible
18 to receive credit in that course.

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

- 21 1. Personal illness;
- 22 2. Illness of an immediate family member;
- 23 3. Death in the family;
- 24 4. Extreme weather conditions;
- 25 5. Religious observances; and
- 26 6. Circumstances which in the judgment of the principal or his/her designee create emergencies
27 over which the student has no control.

Legal References

1. TRR/MS 0520-01-03-.03(7)(a)
2. TCA 49-6-3003

<h2 style="margin: 0;">Gibson County Board of Education</h2>			
Monitoring: Review: Annually, in November	Descriptor Term: Summer Instructional Programs	Descriptor Code: 4.204	Issued Date:
		Rescinds:	Issued:

1 *General*

2 The following programs will be made available to students:^{1,2}

- 3 1. Traditional summer school;
- 4
- 5 2. Learning loss bridge camps;
- 6
- 7 3. After-school learning mini camps (2021-2023); and
- 8
- 9 4. Summer learning camps (2021-2023).

10 These programs shall be organized and operated in accordance with state law as well as guidelines
11 provided by the Tennessee Department of Education. Funding for all programming shall be provided
12 for in the annual budget and take into account any available grants. The Board may adopt tuition rates
13 for those students attending a traditional summer school program.³

14 **SUMMER PROGRAMMING²**

15 The Director of Schools shall present a recommended summer programming plan to the Board each
16 year, no later than May each year, outlining the following:

- 17 1. Courses offered;
- 18
- 19 2. Transportation;
- 20
- 21 3. Class size ratios;
- 22
- 23 4. Budget, including staff compensation;
- 24
- 25 5. School nutrition needs;
- 26
- 27 6. Staffing;
- 28
- 29 7. Enrollment criteria; and
- 30
- 31 8. Any additional necessary information.

1 **ATTENDANCE REQUIREMENTS²**

- 2 Priority students, as defined by state law, shall not be required to attend summer programs.
- 3 The Director of Schools shall be responsible for developing administrative procedures regarding the
- 4 attendance requirements of priority students in each program.

Legal References

1. TRR/MS 0520-01-03-.03(9)
2. Public Acts of 2021, Special Legislative Session, Chapter No. 1
3. TCA 49-6-3003

Cross References

Extended Contracts 5.112

Gibson County Board of Education			
Monitoring: Review: Annually, in November	Descriptor Term: Homebound Instruction	Descriptor Code: 4.206	Issued Date: 12/13/18
		Rescinds: 4.206	Issued: 04/12/18

- 1 The homebound instruction program is for students who because of a medical condition are unable to
 2 attend the regular instructional program.¹ The homebound instruction program shall consist of three (3)
 3 hours of instruction per week for a period of time determined, on a case-by-case basis, by the district.
- 4 To qualify for this program, a student shall have a medical condition that will require the student to be
 5 absent for a minimum of ten (10) consecutive instructional days, or for an aggregate of at least ten (10)
 6 instructional days for a student who has a chronic medical condition. The student shall be certified by a
 7 physician as having a medical condition that prevents him/her from attending the regular instructional
 8 program. The services provided to the homebound student shall reflect the student’s capabilities and be
 9 determined by the homebound instructor, after consultation with appropriate professional staff of the
 10 student’s assigned school.
- 11 Recertification shall be obtained after the expiration of each period of homebound instruction if the
 12 student’s physician certifies, in writing, that the student has a medical condition that prevents him/her
 13 from returning to the regular instructional program.

Legal References

1. TCA 49-10-1101; Public Acts of 2018, Chapter No. 625, TRR/MS 0520-01-02-.10

Cross References

- Student Communicable Diseases 6.403
 Acquired Immune Deficiency Syndrome 6.404

Gibson County Board of Education			
Monitoring: Review: Annually, in November	Descriptor Term: Homebound Instruction	Descriptor Code: 4.206	Issued Date:
		Rescinds:	Issued:

1 The homebound instruction program is for students who because of a medical condition are unable to
2 attend the regular instructional program.¹ The homebound instruction program shall consist of three (3)
3 hours of instruction per week while school is in session for a period of time determined, on a case-by-
4 case basis, by the district.

5 To qualify for this program, a student shall have a medical condition that will require the student to be
6 absent for a minimum of ten (10) consecutive instructional days, or for an aggregate of at least ten (10)
7 instructional days for a student who has a chronic medical condition. The student shall be certified by
8 his/her treating physician as having a medical condition that prevents him/her from attending regular
9 classes. The services provided to the homebound student shall reflect the student’s capabilities and be
10 determined by the homebound instructor, after consultation with appropriate professional staff of the
11 student’s assigned school.

12 Recertification shall be obtained after the expiration of each period of homebound instruction if the
13 student’s treating physician certifies, in writing, that the student has a medical condition that prevents
14 him/her from returning to regular classes.

15 **COVID-19 QUARANTINE²**

16 Students on homebound instruction who are temporarily quarantined due to a positive COVID-19 test
17 result or possible exposure to COVID-19 may participate in remote instruction during the period of
18 quarantine only.

Legal References

1. TCA 49-10-1101; TRR/MS 0520-01-02-.10
2. TRR/MS 0520-01-13-.01(d)(1)

Cross References

- Alternative Credit Options 4.209
- Virtual Education Program 4.212
- Student Communicable Diseases 6.403
- Acquired Immune Deficiency Syndrome 6.404

Gibson County Board of Education			
Monitoring: Review: Annually, in November	Descriptor Term: <h2 style="text-align: center;">Virtual Education Program</h2>	Descriptor Code: 4.212	Issued Date:
		Rescinds:	Issued:

1 *General*

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

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

8 Virtual education programs³ shall be made available to students for the following purposes:

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

16 **ELIGIBILITY AND PARTICIPATION REQUIREMENTS**

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

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

26 **ATTENDANCE**

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

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

- 2 1. Students participating in a phone call with a teacher, with parent/guardian support as
3 appropriate for the age of the student;
- 4 2. Students participating in synchronous virtual instruction;
- 5 3. Students completing work in a learning management system;
- 6 4. Students submitting work via hard-copy or virtual formats; or
7
8
9
10

11 REMOVAL FROM VIRTUAL EDUCATION PROGRAM

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

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

- 16 1. Notification of parent/guardian;
- 17 2. One-on-one assessment conducted by the principal/designee regarding any learning needs and
18 academic performance; and
19
20

21 ENROLLMENT AGREEMENT

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

Legal References

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

Cross References

Homebound Instruction 4.206
Credit Recovery 4.210
Alternative Education 6.319

Gibson County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Family Life Education	Descriptor Code: 4.213	Issued Date:
		Rescinds:	Issued:

1 *General*

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

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

7 **FAMILY LIFE INSTRUCTION**

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

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

- 1 9. Address the legal aspects of sexual activity with emphasis on the rights of the student.
- 2 The family life education program shall be reviewed annually to ensure that the prohibited items of
- 3 instruction, as provided for in state law,³ are not included in the curriculum.

4 **TRAINING ON INSTRUCTION**

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

Legal References

1. TCA 49-6-1302; Public Acts of 2021, Chapter No. 290
2. TCA 49-6-1304
3. TCA 49-6-1304(b)

Gibson County Board of Education			
Monitoring: Review: Annually, in November	Descriptor Term: Interscholastic Athletics	Descriptor Code: 4.301	Issued Date: 12/14/17
		Rescinds: 4.301	Issued: 10/10/13

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

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

9 Bylaws of the Tennessee Secondary School Athletic Association shall regulate the operation and control
 10 of athletics.²

11 In the event that the school's insurance provider does not extend coverage to an athlete, that athlete must
 12 provide proof of independently secured catastrophic coverage and liability coverage, with the school
 13 system as a named insured, of not less than the limits set forth in TCA § 29-20-403.

14 Prior to participation in interscholastic athletics, every student must complete an annual physical
 15 examination.³ The parents/guardians of each student shall be responsible for covering the cost of the
 16 examination, and these records shall be on file in the principal's office. It shall be the responsibility of
 17 the parent(s) or guardian(s) to provide health and hospitalization insurance for all students participating
 18 in interscholastic athletics.

19 No principal or teacher of any school under the control of the board shall dismiss his/her school or any
 20 group of students for the purpose of attending the practice of any interscholastic sport during the school
 21 day without written permission from the board. This does not prevent the inclusion of regular physical
 22 training lessons in the daily school program.⁴

23 Students shall not be required to attend a school athletic event, or event related to participation on a
 24 school athletic team, if the event is on an official school holiday, observed day of worship, or religious
 25 holiday. The student's parent or legal guardian shall notify the coach in writing three (3) full school days
 26 prior to the event.⁵

27 Coaches, employees, and volunteers of the school district shall not encourage, permit, condone, or
 28 tolerate hazing activities.⁶

Legal References

1. 34 CFR § 106.41
2. TRR/MS 0520-01-02-.08(1)
3. TRR/MS 0520-01-03-.08(2)(b)
4. TCA 49-6-1002
5. Public Acts of 2017, Chapter No. 260
6. TCA 49-2-120

Cross References

Student Insurance Program 3.601
Extracurricular Activities 4.300
Attendance 6.200

PROPOSED POLICY

Gibson County Board of Education			
Monitoring: Review: Annually, in November	Descriptor Term: Interscholastic Athletics	Descriptor Code: 4.301	Issued Date:
		Rescinds:	Issued:

1 *General*

2 No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, be
3 treated differently from another person, or otherwise be discriminated against in any athletic program of
4 the school. Equal athletic opportunities shall be provided for members of both sexes.¹ Student athletes
5 shall only be allowed to participate in athletic activities or events that align with the student's sex
6 indicated on his/her original birth certificate.² The Director of Schools/designee shall require the
7 parent/guardian to provide the student's original birth certificate prior to participation in any
8 interscholastic athletics. If the original birth certificate is not available or does not indicate the student's
9 sex at the time of birth, the parent/guardian shall provide medical documentation showing evidence of
10 the student's sex at birth.

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

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

19 **INSURANCE & PHYSICAL EXAMINATIONS**

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

25 Prior to participation in interscholastic athletics, every student shall complete an annual physical
26 examination.⁶ The parent(s)/guardian(s) of each student shall be responsible for covering the cost of the
27 examination, and these records shall be on file in the principal's office.

28 **SCHEDULING CONFLICTS**

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

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

5 **SEVERE WEATHER⁴**

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

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

13 **PROHIBITION AGAINST HAZING**

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

Legal References

1. 34 CFR § 106.41; 20 USCA § 1681 et seq.
2. Public Acts of 2021, Chapter No. 40
3. TRR/MS 0520-01-02-.08(1)
4. Public Acts of 2021, Chapter No. 272
5. TCA 29-20-403
6. 20 USCA § 1232h(c); TRR/MS 0520-01-13-.01(1)(a)
7. TCA 49-6-1002(a)
8. TCA 49-6-1002(c)
9. TCA 49-2-120

Cross References

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

Gibson County Board of Education			
Monitoring: Review: Annually, in December	Descriptor Term: Graduation Requirements	Descriptor Code: 4.605	Issued Date: 09/12/19
		Rescinds: 4.605	Issued: 04/12/18

1 *General*

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

3 Before high school graduation, every student shall:¹

- 4 1. Achieve the specified twenty-two (22) units of credit;
- 5
- 6 2. Take the required end-of-course exams;
- 7
- 8 3. Have satisfactory records of attendance and conduct;
- 9
- 10 4. Take the ACT or SAT prior to graduation;² and
- 11
- 12 5. Pass a United States civics test.³

13 **SPECIAL EDUCATION STUDENTS⁴**

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

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

18 *Special Education Diploma*

19 A special education diploma shall be awarded to students who have not met the requirements for a regular
20 high school diploma⁵ but have:

- 21 1. Completed four (4) years of high school;
- 22
- 23 2. Made satisfactory progress on their IEP; and
- 24
- 25 3. Maintained satisfactory records of attendance and conduct.

26 *Occupational Diploma*

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

- 1 1. Completed at least four (4) years of high school;
- 2
- 3 2. Made satisfactory progress on their IEP;
- 4
- 5 3. Maintained satisfactory records of attendance and conduct;
- 6
- 7 4. Completed the occupational diploma Skills, Knowledge, and Experience Mastery Assessment
- 8 (SKEMA); and
- 9
- 10 5. Has two (2) years of paid or non-paid work experience.

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

13 *Alternate Academic Diploma*

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

- 16 1. Completed at least four (4) years of high school;
- 17
- 18 2. Participated in the high school alternate assessment;
- 19
- 20 3. Earned the prescribed twenty-two (22) credit minimum;
- 21
- 22 4. Made satisfactory progress on their IEP;
- 23
- 24 5. Maintained satisfactory records of attendance and conduct; and
- 25
- 26 6. Completed a transition assessment that measures postsecondary education and training,
- 27 employment, independent living, and community involvement.

28 **STUDENT LOAD**

29 All full time students in grades 9-12 shall be enrolled each semester in subjects that produce a minimum
30 of five (5) units of credit for graduation per year. Students with hardships and gifted students may appeal
31 this requirement to the Director of Schools and then to the Board.⁶

32 **EARLY GRADUATION⁷**

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

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

- 37 1. Earn the required eighteen (18) credits;
- 38

- 1 2. Achieve a benchmark score for each required end-of-course exam;
- 2
- 3 3. Attain a cumulative GPA of at least 3.2 on a 4.0 scale;
- 4
- 5 4. Meet the minimum ACT or SAT benchmark score;
- 6
- 7 5. Obtain a qualifying benchmark score on a world language proficiency assessment; and
- 8
- 9 6. Complete at least two (2) types of the following courses:
- 10
- 11 a. AP;
- 12 b. IB;
- 13 c. Dual enrollment; or
- 14 d. Dual credit.

15 The Director of Schools shall develop administrative procedures to ensure that the early graduation
16 program is conducted in accordance with state law.

Legal References

1. TCA 49-6-6001; State Board of Education Policy 2.103
2. TCA 49-6-6001(b); State Board of Education Policy 2.103
3. TCA 49-6-408; Public Acts of 2019, Chapter No. 442;
State Board of Education Policy 2.103
4. TRR/MS 0520-01-03-.06(1)(a); State Board of Education
Policy 2.103
5. TCA 49-6-6005; State Board of Education Policy 2.103
6. TRR/MS 0520-01-03-.06(1)(a)(7)
7. TCA 49-6-8303; State Board of Education Policy 2.103

Cross References

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

Gibson County Board of Education			
Monitoring: Review: Annually, in December	Descriptor Term: Graduation Requirements	Descriptor Code: 4.605	Issued Date: 09/12/19
		Rescinds: 4.605	Issued: 04/12/18

1 *General*

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

3 Before high school graduation, every student shall:¹

- 4 1. Achieve the specified twenty-two (22) units of credit;
- 5
- 6 2. Take the required end-of-course exams;
- 7
- 8 3. Have satisfactory records of attendance and conduct;
- 9
- 10 4. Take the ACT or SAT prior to graduation;² and
- 11
- 12 5. Pass a United States civics test.³

13 **SPECIAL EDUCATION STUDENTS⁴**

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

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

18 *Special Education Diploma*

19 A special education diploma shall be awarded to students who have not met the requirements for a regular
20 high school diploma⁵ but have:

- 21 1. Completed four (4) years of high school;
- 22
- 23 2. Made satisfactory progress on their IEP; and
- 24
- 25 3. Maintained satisfactory records of attendance and conduct.

26 *Occupational Diploma*

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

- 1 1. Completed at least four (4) years of high school;
- 2
- 3 2. Made satisfactory progress on their IEP;
- 4
- 5 3. Maintained satisfactory records of attendance and conduct;
- 6
- 7 4. Completed the occupational diploma Skills, Knowledge, and Experience Mastery Assessment
- 8 (SKEMA); and
- 9
- 10 5. Has two (2) years of paid or non-paid work experience.

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

13 *Alternate Academic Diploma*

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

- 16 1. Completed at least four (4) years of high school;
- 17
- 18 2. Participated in the high school alternate assessment;
- 19
- 20 3. Earned the prescribed twenty-two (22) credit minimum;
- 21
- 22 4. Made satisfactory progress on their IEP;
- 23
- 24 5. Maintained satisfactory records of attendance and conduct; and
- 25
- 26 6. Completed a transition assessment that measures postsecondary education and training,
- 27 employment, independent living, and community involvement.

28 **STUDENT LOAD**

29 All full time students in grades 9-12 shall be enrolled each semester in subjects that produce a minimum
30 of five (5) units of credit for graduation per year. Students with hardships and gifted students may appeal
31 this requirement to the Director of Schools and then to the Board.⁶

32 **EARLY GRADUATION⁷**

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

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

- 37 1. Earn the required eighteen (17) credits;
- 38

- 1 2. Achieve a benchmark score for each required end-of-course exam;
- 2
- 3 3. Attain a cumulative GPA of at least 3.2 on a 4.0 scale;
- 4
- 5 4. Meet the minimum ACT or SAT benchmark score;
- 6
- 7 5. Obtain a qualifying benchmark score on a world language proficiency assessment; and
- 8
- 9 6. Complete at least two (2) types of the following courses:
- 10
- 11 a. AP;
- 12 b. IB;
- 13 c. Dual enrollment; or
- 14 d. Dual credit.

15 The Director of Schools shall develop administrative procedures to ensure that the early graduation
16 program is conducted in accordance with state law.

Legal References

1. TCA 49-6-6001; State Board of Education Policy 2.103
2. TCA 49-6-6001(b); State Board of Education Policy 2.103
3. TCA 49-6-408; Public Acts of 2019, Chapter No. 442;
State Board of Education Policy 2.103
4. TRR/MS 0520-01-03-.06(1)(a); State Board of Education
Policy 2.103
5. TCA 49-6-6005; State Board of Education Policy 2.103
6. TRR/MS 0520-01-03-.06(1)(a)(7)
7. TCA 49-6-8303; State Board of Education Policy 2.103

Cross References

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

Gibson County Board of Education			
Monitoring: Review: Annually, in January	Descriptor Term: Application and Employment	Descriptor Code: 5.106	Issued Date: 10/11/18
		Rescinds: 5.106	Issued: 03/13/14

1 APPLICATION

2 An individual desiring a position shall make application to the Director of Schools on forms developed
3 by his/her office. To ensure the safety and welfare of students and staff, the district shall require criminal
4 history background checks and fingerprinting of applicants for teaching positions and any other positions
5 that require proximity to children.¹ If applying for a teaching position, the Director of Schools shall also
6 check the applicant's license status in the State Board of Education's database to determine if there is a
7 hold on that applicant's license, and if so, the reasoning behind the hold.²

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

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

13 *Professional Employees*

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

19 No person shall be employed:

- 20 1. Who does not hold a valid license to teach from the State Board of Education;⁶
- 21 2. Who has been identified by the Department of Children's Services as a perpetrator of child abuse,
22 severe child abuse, child sexual abuse, or child neglect, or who poses an immediate threat to the
23 health, safety, or welfare of children;⁷
- 24 3. Who is listed on the state's abuse of vulnerable persons registry maintained by the Department
25 of Health;⁷
- 26 4. Who does not present a physician's certificate showing a satisfactory health record or has any
27 contagious or communicable disease in such form that might endanger the health of school
28 children;⁸

- 1 5. Who refuses to take and subscribe to an oath to support the Constitution of the State of Tennessee
- 2 and of the United States of America;⁹
- 3 6. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from
- 4 employment for cause; or
- 5 7. Who does not receive a satisfactory background check.¹⁰

6 *Support Employees*

7 No person shall be employed:

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

19 **EMPLOYMENT**

20 *Professional Employees*

21 After checking references and receiving written recommendations, the Director of Schools shall hire and

22 assign qualified applicants.

23 *Initial Employment*

24 Upon initial employment, the Director of Schools shall notify such person, in writing, of the offer and

25 conditions of employment. Upon receipt of employment notification, such person shall have fourteen

26 (14) days to accept or reject, in writing, the offered employment.¹ From the date of the written

27 acceptance, such person is considered to be under employment with the system and is subject to all

28 rights, privileges, and duties.

29 *Support Employees*

30 After checking references and receiving written recommendations from principals and/or supervisors,

31 the Director of Schools shall hire and assign qualified applicants.

Legal References

1. TCA 49-5-406
2. State Board of Education Policy 5.501
3. TCA 49-5-406 (a)(2)(A)
4. TCA 49-5-413(c)
5. Public Acts of 2018, Chapter No. 938
6. TCA 49-5-403; TCA 49-5-101
7. TCA 49-5-413(e)
8. TCA 49-5-404; TRR/MS 0520-01-03-.08(2)(f)
9. TCA 49-5-405
10. Public Acts of 2018, Chapter No. 1006
11. Immigration Reform and Control Act of 1986; Pub. L. No. 99-603, 100 Stat. 3359

Cross References

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

Gibson County Board of Education			
Monitoring: Review: Annually, in January	Descriptor Term: Application and Employment	Descriptor Code: 5.106	Issued Date:
		Rescinds:	Issued:

1 **APPLICATION**

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

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

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

13 *Professional Employees*

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

19 No person shall be employed:

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

- 1 6. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from
2 employment for cause; or
3 7. Who does not receive a satisfactory background check.¹⁰

4 *Support Employees*

5 No person shall be employed:

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

17 **EMPLOYMENT**

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

20 *Initial Employment for Professional Employees*

21 The Director of Schools shall notify such person, in writing, of the offer and conditions of
22 employment. Upon receipt of employment notification, such person shall respond within the timeline
23 established by state law.¹² From the date of the written acceptance, such person is considered to be
24 under employment with the district and is subject to all rights, privileges, and duties.

Legal References

1. TCA 49-5-406
2. State Board of Education Policy 5.501
3. TCA 49-5-406(a)(2)(A)
4. TCA 49-5-413(c)
5. TCA 49-2-131
6. TCA 49-5-403; TCA 49-5-101; Public Acts of 2021, Chapter No. 211
7. TCA 49-5-413(e)
8. TCA 49-5-404
9. TCA 49-5-405
10. TCA 49-5-413(a), (f)
11. Immigration Reform and Control Act of 1986; Pub. L. No. 99-603, 100 Stat. 3359, 8 USCA § 1101 *et seq.*
12. TCA 49-5-406(b)

Cross References

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

Gibson County Board of Education			
Monitoring: Review: Annually, in February	Descriptor Term: Qualifications and Duties of the Director of Schools	Descriptor Code: 5.802	Issued Date: 04/12/18
		Rescinds: 5.802	Issued: 05/13/02

1 QUALIFICATIONS

- 2 1. A professional educator's license
- 3 2. A master's degree in education with a preference for a doctorate degree
- 4 3. Three (3) years of successful experience in school administration
- 5 4. Such other qualifications as the board deems desirable

6 **REPORTS TO:** The Board of Education

7 **SUPERVISES:** All administrative and supervisory personnel in the district

8 **JOB GOAL:** To provide leadership in developing and maintaining the best possible educational
9 programs and services

10 **SCOPE OF RESPONSIBILITY:** The management responsibilities of the director of schools shall
11 extend to all activities of the district, to all phases of the educational program, to all aspects of the
12 financial operation, to all facility management, and to the conduct of such other duties as may be assigned
13 by the board. The director of schools may delegate these duties together with appropriate authority but
14 may not delegate nor relinquish ultimate responsibility for results or any portion of accountability.

15 ESSENTIAL FUNCTIONS**16 General Administrative**

- 17 1. Provides leadership in identification of priorities and assures that all activities reflect those
18 board-established priorities.
- 19 2. Prepares and recommends short and long-range plans for board approval and implements those
20 plans when approved.
- 21 3. Prepares, in conjunction with the board chair, agenda recommendations relative to all matters
22 requiring board action, including all facts, information, options, and reports needed to assure
23 informed decisions. Provides advice and counsel to the board on matters before it.
- 24 4. Attends all regular and special meetings of the board and keeps a complete and accurate record
25 of the proceedings of all meetings of the board and of its official acts.
- 26 5. Recommends drafts of new policies or changes to the board. Anticipates potential problems.
27 Recommends policies or courses of staff action.

- 1 6. Develops administrative procedures to implement board policy or for the items deemed
2 necessary for the efficient operation of the schools and disseminates these procedures to
3 appropriate staff.
- 4 7. Keeps the board informed regarding development in other districts or at state and national levels
5 that would be helpful to the district.
- 6 8. Ensures that all local, state, and federal standards for the health and safety of the students and
7 staff are maintained and that required reports are maintained.
- 8 9. Fulfills all statutory obligations and implements the education law of the State of Tennessee and
9 the rules and regulations of the State Board of Education.¹

10 **Financial Management**

- 11 1. Provides direction to and supervision of school business functions. Encourages development and
12 implementation of sound business practices. Continually assesses business practices to achieve
13 efficiency.
- 14 2. Prepares, annually, a budget and submits it to the board for approval. Presents approved budget
15 to the appropriate local funding body for adoption.
- 16 3. Makes appropriate written reports for the board detailing all receipts and expenditures of the
17 public school funds and submits them to the local funding body.
- 18 4. Ensures that funds are spent prudently by providing adequate control and accounting of the
19 district's financial and physical resources.

20 **Personnel Administration**

- 21 1. Establishes lines of authority which shall be approved by the board and shown on the system
22 organization chart. Lines of authority shall not restrict the practical working relationships of all
23 staff members at all levels.
- 24 2. Employs such personnel as may be necessary within the limits of budgetary provisions and
25 recommends to the board teachers who are eligible for tenure.
- 26 3. Develops recruitment procedures to assure well-qualified applicants for professional and non-
27 professional positions.
- 28 4. Assigns and transfers employees as the interest of the district may dictate and reports such action
29 to the board for information and record.
- 30 5. Holds meetings of teachers and other employees as necessary for the discussion of matters
31 concerning the welfare and improvement of the schools.
- 32 6. Communicates directly or through delegation all actions of the board relating to personnel
33 matters to all and receives employees' communications to be made to the board.

- 1 7. Evaluates principals annually.
- 2 8. Informs the Office of Educator Licensing of licensed educators who have been suspended or
- 3 dismissed, or who have resigned, following allegations of conduct which, if substantiated, would
- 4 warrant consideration for license suspension or revocation. The report shall be submitted within
- 5 thirty (30) days of the suspension, dismissal, or resignation.²

6 **Instructional Leadership**

- 7 1. Serves as the chief school executive. Ensures the development and maintenance of a positive
- 8 educational program designed to meet the needs of the community and to carry out the policies
- 9 of the board. Ensures that a system of thorough and efficient education, as defined by state law,
- 10 is available to all students.
- 11 2. Recommends to the board for its adoption all courses of study, curriculum guides, and major
- 12 changes in tests and time schedules to be used in the schools.
- 13 3. Oversees the timely revisions of all curriculum guides and courses of study.
- 14 4. Develops guidelines and direction for monitoring the effectiveness of existing and new
- 15 programs.
- 16 5. Conducts a periodic audit of the total school program and advises the board of recommendations
- 17 for the educational advancement of the schools.
- 18 6. Seeks out available sources for grant funding to support programs and projects.
- 19 7. Ensures that the goals of the school system are adequately reflected in its educational program
- 20 and operations.

21 **Community/Public Relations**

- 22 1. Promotes community support of the schools. Interprets district programs and services, reports,
- 23 plans, events, and activities of interest and solicits community opinions regarding school and
- 24 educational issues.
- 25 2. Identifies available community resources and links to social service agencies that support
- 26 education and healthy child development.
- 27 3. Develops strategies to promote parental involvement in their student's education and provides
- 28 opportunities for parent-teacher interaction.
- 29 4. Maintains contact and good relations with local media. Acts as the board's spokesperson.
- 30 5. Ensures that the district interests will be represented in meetings and activities of municipal and
- 31 other governmental agencies.
- 32 6. Represents the school system and its interests in community organizations, activities, and
- 33 projects.

- 1 **TERMS OF EMPLOYMENT:** Serves in accordance with the terms of the contract between the board
2 and the director of schools. Salary to be determined by the board.
- 3 **EVALUATION:** Performance of this job will be evaluated in accordance with provisions of state law
4 and the board's policy on evaluation of the director of schools.
- 5 **GENERAL REQUIREMENTS:** The above statements are intended to describe the general nature and
6 level of work being performed by the person assigned to this position. They are not intended to be a
7 complete list of responsibilities, duties, and skills required of personnel so assigned.

Legal References

1. TCA 49-2-301
2. TRR/MS 0520-02-03-.09(2)

Cross References

Evaluation of the Director of Schools 5.803

Gibson County Board of Education			
Monitoring: Review: Annually, in February	Descriptor Term: Qualifications and Duties of the Director of Schools	Descriptor Code: 5.802	Issued Date: Click here to enter a date.
		Rescinds:	Issued:

1 **QUALIFICATIONS**

- 2 1. A professional educator's license
- 3
- 4 2. A master's degree in education with a preference for a doctorate degree
- 5
- 6 3. Three (3) years of successful experience in school administration
- 7
- 8 4. Such other qualifications as the Board deems desirable

9 **REPORTS TO:** The Board of Education

10 **SUPERVISES:** All administrative and supervisory personnel in the district

11 **JOB GOAL:** To provide leadership in developing and maintaining the best possible educational
12 programs and services

13 **SCOPE OF RESPONSIBILITY:** The management responsibilities of the Director of Schools shall
14 extend to all activities of the district, to all phases of the educational program, to all aspects of the
15 financial operation, to all facility management, and to the conduct of such other duties as may be assigned
16 by the Board. The Director of Schools may delegate these duties together with appropriate authority but
17 may neither delegate nor relinquish ultimate responsibility for results or any portion of accountability.

18 **ESSENTIAL FUNCTIONS**

19 *General Administrative*

- 20 1. Provides leadership in identification of priorities and assures that all activities reflect those
21 board-established priorities.
- 22 2. Prepares and recommends short and long-range plans for board approval and implements those
23 plans when approved.
- 24 3. Prepares, in conjunction with the Chair, agenda recommendations relative to all matters
25 requiring board action, including all facts, information, options, and reports needed to assure
26 informed decisions. Provides advice and counsel to the Board on matters before it.
- 27 4. Attends all regular and special meetings of the Board and keeps a complete and accurate record
28 of the proceedings of all meetings of the Board and of its official acts.

- 1 5. Recommends drafts of new policies or changes to the Board. Anticipates potential problems.
2 Recommends policies or courses of staff action.
- 3 6. Develops administrative procedures to implement board policy or for the items deemed
4 necessary for the efficient operation of the schools and disseminates these procedures to
5 appropriate staff.
- 6 7. Keeps the Board informed regarding development in other districts or at state and national levels
7 that would be helpful to the district.
- 8 8. Ensures that all local, state, and federal standards for the health and safety of the students and
9 staff are maintained and that required reports are maintained.
- 10 9. Fulfills all statutory obligations and implements the education laws of the State of Tennessee
11 and the rules and regulations of the State Board of Education.¹

12 *Financial Management*

- 13 1. Provides direction to and supervision of school business functions. Encourages development and
14 implementation of sound business practices. Continually assesses business practices to achieve
15 efficiency.
- 16 2. Prepares, annually, a budget and submits it to the Board for approval. Presents approved budget
17 to the appropriate local funding body for adoption.
- 18 3. Makes appropriate written reports for the Board, detailing all receipts and expenditures of the
19 school funds, and submits them to the local funding body.
- 20 4. Ensures that funds are spent prudently by providing adequate control and accounting of the
21 district's financial and physical resources.

22 *Personnel Administration*

- 23 1. Establishes lines of authority which shall be approved by the Board and shown on the district
24 organization chart. Lines of authority shall not restrict the practical working relationships of all
25 staff members at all levels.
- 26 2. Employs such personnel as may be necessary within the limits of budgetary provisions and
27 recommends to the Board teachers who are eligible for tenure.
- 28 3. Develops recruitment procedures to assure well-qualified applicants for professional and non-
29 professional positions.
- 30 4. Assigns and transfers employees as the interest of the district may dictate and reports such action
31 to the Board for information and record.
- 32 5. Holds meetings of teachers and other employees as necessary for the discussion of matters
33 concerning the welfare and improvement of the schools.

- 1 6. Communicates directly, or through delegation, all actions of the Board relating to personnel
2 matters to all and receives employees' communications to be made to the Board.
- 3 7. Evaluates principals annually.
- 4 8. Informs the Office of Educator Licensing of licensed educators or educators who have a
5 temporary teaching permit who have been suspended or dismissed, who have resigned,
6 following allegations of conduct, including sexual misconduct, which, if substantiated, would
7 warrant consideration for license suspension, revocation, or formal reprimand or who have been
8 convicted of a felony. The report shall be submitted within thirty (30) days of the suspension,
9 dismissal, or resignation or of receiving knowledge of the felony conviction.²

10 *Instructional Leadership*

- 11 1. Serves as the chief school executive. Ensures the development and maintenance of a positive
12 educational program designed to meet the needs of the community and to carry out the policies
13 of the Board. Ensures that a system of thorough and efficient education, as defined by state law,
14 is available to all students.
- 15 2. Recommends to the Board for its adoption all courses of study, curriculum guides, and major
16 changes in tests and time schedules to be used in the schools.
- 17 3. Oversees the timely revisions of all curriculum guides and courses of study.
- 18 4. Develops guidelines and direction for monitoring the effectiveness of existing and new
19 programs.
- 20 5. Conducts a periodic audit of the total school program and advises the Board of recommendations
21 for the educational advancement of the schools.
- 22 6. Seeks out available sources for grant funding to support programs and projects.
- 23 7. Ensures that the goals of the school district are adequately reflected in its educational program
24 and operations.

25 *Community/Public Relations*

- 26 1. Promotes community support of the schools. Interprets district programs and services, reports,
27 plans, events, and activities of interest and solicits community opinions regarding school and
28 educational issues.
- 29 2. Identifies available community resources and links to social service agencies that support
30 education and healthy child development.
- 31 3. Develops strategies to promote parental involvement in their student's education and provides
32 opportunities for parent-teacher interaction.
- 33 4. Maintains contact and good relations with local media.

1 5. Ensures that the district interests will be represented in meetings and activities of municipal and
2 other governmental agencies.

3 6. Represents the school district and its interests in community organizations, activities, and
4 projects.

5 **TERMS OF EMPLOYMENT:** Serves in accordance with the terms of the contract between the Board
6 and the Director of Schools. Salary to be determined by the Board.

7 **EVALUATION:** Performance of this job will be evaluated in accordance with provisions of state law
8 and the Board's policy on evaluation of the Director of Schools.

9 **GENERAL REQUIREMENTS:** The above statements are intended to describe the general nature and
10 level of work being performed by the person assigned to this position. They are not intended to be a
11 complete list of responsibilities, duties, and skills required of personnel so assigned.

Legal References

1. TCA 49-2-301
2. TRR/MS 0520-02-03-.09(2); TCA 49-5-417(c);
Public Acts of 2021, Chapter No. 211

Cross References

Executive Committee 1.301
Board-Media Relations 1.502
Administrative Procedures 1.601
Administrative Committees 1.602
Administrative Reports 1.603
School District Planning 1.701
Job Descriptions 5.103
Application and Employment 5.106
Evaluation of the Director of Schools 5.803

<h2 style="margin: 0;">Gibson County School District</h2>			
Monitoring: Review: Annually, in November	Descriptor Term: Advanced College Placement	Descriptor Code: 4.203	Issued Date: 06/13/96
		Rescinds:	Issued:

1 In keeping with the State Board of Education’s endorsement of the Early Admission Program,¹ an
 2 academically gifted high school student may complete the twelfth grade at a participating institution of
 3 higher learning. The student will earn a year’s credit in college at the same time that he earns credit for
 4 his/her senior year in high school.

5 To be considered for this program, the student shall:

- 6 1. Earn a cumulative grade point average of at least 95.00 through three (3) years of high school;
- 7 2. Earn an ACT composite of at least 25;
- 8 3. Submit a written request to the high school principal at the end of the eleventh year of school,
 9 signed by student and parents;
- 10 4. With parents, meet with principal and counselor for consultation;
- 11 5. Submit a letter stating educational and vocational goals, his/her plans for attaining them, and
 12 ways in which early admission will assist in reaching these goals;
- 13 6. Secure the recommendation to the program by the principal, counselor and two classroom
 14 teachers;
- 15 7. Be accepted into an early admission program by an accredited institution of higher learning;
 16 and
- 17 8. Not be required to participate in the graduation program.

Legal References

1. 1. TRR/MS 0520-1-3-.06(4)

Gibson County Board of Education			
Monitoring: Review: Annually in January	Descriptor Term: Teacher Tenure	Descriptor Code: 5.117	Issued Date: 10/12/17
		Rescinds: 5.117	Issued: 08/13/15

1 *General*

2 To attain tenure status,¹ a teacher must: (1) meet tenure eligibility requirements; (2) be recommended by
3 the director of schools; and (3) receive a majority vote of the board.

4 **TENURE ELIGIBILITY²**

5 Teachers that meet the following requirements are eligible for tenure:

- 6 1. Has a degree from an approved four-year college or any career and technical teacher who has
7 the equivalent amount of training established and is licensed by the state board of education;
- 8 2. Holds a valid teacher license issued by the state board of education, based on training
9 covering the subjects or grades taught;
- 10 3. Has completed a probationary period of five (5) school years or not less than forty-five (45)
11 months within the last seven-year period, the last two (2) years being employed in a regular
12 teaching position rather than an interim teaching position; and
- 13 4. Has received evaluations demonstrating an overall performance effectiveness level of “above
14 expectations” or “significantly above expectations” as provided in the evaluation guidelines
15 adopted by the state board of education, during the last two (2) years of the probationary
16 period.

17 **ACQUISITION OF TENURE STATUS**

18 Once a teacher is eligible for tenure, he/she shall be either recommended by the director of schools for
19 tenure or nonrenewed. If tenure is denied by the board, the teacher shall be dismissed.³

20 The following additional guidelines shall apply:

- 21 1. The director of schools will recommend persons eligible for tenure at a board meeting in ample time
22 to provide notice of non-renewal to each teacher not recommended for tenure within five (5)
23 business days following the last instructional day for the school year.⁴

1 2. The decision to grant tenure is solely within the discretion of the board.⁵ Only those teachers who
2 receive a majority vote of the membership of the board will be granted tenure.⁶

3 3. A teacher who is eligible for tenure, but tenure is denied by the board, shall not be rehired beyond
4 the current contract year.⁷

5 **TEACHER RETURNING TO EMPLOYMENT**

6 A teacher who has acquired tenure status in the school system and later resigns shall serve a two-year
7 probationary period upon reemployment, unless the probationary period is waived by the board upon
8 request of the director of schools. Upon completion of the two-year period, the teacher shall either be
9 recommended by the director of schools for tenure or non-renewed. If tenure is denied by the board, the
10 teacher shall be dismissed.⁷

11 **TEACHER TRANSFERRING FROM ANOTHER SCHOOL SYSTEM⁸**

12 A tenured or nontenured teacher with five (5) or more years of prior service that transfers from another
13 school system to begin employment in the Gibson County Special School System shall serve the regular
14 probationary period. The board, upon the recommendation of the director of schools, may waive the
15 probationary period and grant tenure status or shorten the probationary period.

16 If a nontenured teacher with fewer than five (5) years of service transfers from another school system,
17 such teacher shall not be eligible for tenure status until the teacher has served at least five (5) years when
18 service in both school systems is counted.

19 All tenure decisions made under this section are subject to the requirements concerning overall teacher
20 performance effectiveness levels.

21 **TEACHER RETURNING TO PROBATIONARY STATUS⁹**

22 Any tenured teacher who receives two (2) consecutive years of evaluations demonstrating an overall
23 performance effectiveness level of “below expectations” or “significantly below expectations” shall be
24 returned to probationary status by the director of schools until the teacher has received two (2)
25 consecutive years of evaluations demonstrating an overall performance effectiveness level of “above
26 expectations” or “significantly above expectations.”

27 When a teacher who has returned to probationary status has received two (2) consecutive years of
28 evaluations demonstrating an overall performance effectiveness level of “above expectations” or
29 “significantly above expectations,” the teacher is again eligible for tenure and shall be either
30 recommended by the director of schools for tenure or nonrenewed; provided, however, that the teacher
31 shall be dismissed if tenure is denied by the board.

32 This section does not apply to teachers who acquired tenure prior to July 1, 2011.

Legal References

1. TCA 49-5-501(11)(A)
2. TCA 49-5-503
3. TCA 49-5-504(b)
4. TCA 49-5-409
5. TCA 49-2-203(a)(1)
6. TCA 49-2-202(g)
7. TCA 49-5-504(d)
8. TCA 49-5-509
9. TCA 49-5-504(e), (f)

Gibson County Board of Education

Monitoring: Review: Annually in January	Descriptor Term: <h3 style="text-align: center;">Teacher Tenure</h3>	Descriptor Code: 5.117	Issued Date: Click here to enter a date.
		Rescinds:	Issued:

1 *General*

2 To attain tenure status,¹ a teacher shall: (1) meet tenure eligibility requirements; (2) be renewed and
 3 recommended by the Director of Schools; and (3) receive a majority vote of the Board.

4 **TENURE ELIGIBILITY²**

5 A teacher that meets the following requirements is eligible for tenure:

- 6 1. Has a degree from an approved four-year college or any career and technical teacher who has
 7 the equivalent amount of training established and is licensed by the State Board of Education;
 8
- 9 2. Holds a valid teacher license issued by the State Board of Education, based on training
 10 covering the subjects or grades taught;
 11
- 12 3. Has completed a probationary period of five (5) school years or not less than forty-five (45)
 13 months within the last seven-year period with the last two (2) years being employed in a regular
 14 teaching position rather than an interim teaching position; and
 15
- 16 4. Has received evaluations demonstrating an overall performance effectiveness level of “above
 17 expectations” or “significantly above expectations” as provided in the evaluation guidelines
 18 adopted by the State Board of Education, during the last two (2) years of the probationary
 19 period.

20 If a teacher has met all other requirements for tenure eligibility but has not acquired an official
 21 evaluation score during the last one (1) or two (2) years of the probationary period due to allowable
 22 circumstances outlined in state law, he/she may utilize the most recent two (2) years of available
 23 evaluation scores achieved during the probationary period to become eligible for tenure.³

24 **ACQUISITION OF TENURE STATUS**

25 Once a teacher is eligible for tenure, he/she shall be either recommended by the Director of Schools for
 26 tenure or nonrenewed. If tenure is denied by the Board, the teacher shall be dismissed.⁴

27 The following additional guidelines shall apply:

- 28 1. The Director of Schools will recommend teachers eligible for tenure at a board meeting in ample
 29 time to send notice of non-renewal to each teacher not recommended for tenure within five (5)

1 business days following the last instructional day for the school year.⁵

2

3 2. The decision to grant tenure is solely within the discretion of the Board.⁶ Only those teachers who
4 receive a majority vote of the membership of the Board will be granted tenure.⁷

5

6 3. A teacher who is eligible for tenure, but tenure is denied by the Board, shall not be rehired beyond
7 the current contract year.⁴

8 **TEACHER RETURNING TO EMPLOYMENT**

9 A teacher who has acquired tenure status in the school district and later resigns shall serve a two-year
10 probationary period upon reemployment, unless the probationary period is waived by the Board upon
11 request of the Director of Schools. Upon completion of the two-year period, the teacher shall either be
12 recommended by the Director of Schools for tenure or non-renewed. If tenure is denied by the Board,
13 the teacher shall be dismissed.⁸

14 **TEACHER TRANSFERRING FROM ANOTHER SCHOOL DISTRICT⁹**

15 A tenured or nontenured teacher with five (5) or more years of prior service that transfers from another
16 school district to begin employment in the Gibson County Special School District shall serve the regular
17 probationary period. The Board, upon the recommendation of the Director of Schools, may waive the
18 probationary period and grant tenure status or shorten the probationary period.

19 If a nontenured teacher with fewer than five (5) years of service transfers from another school district,
20 such teacher shall not be eligible for tenure status until the teacher has served at least five (5) years when
21 service in both school districts is counted.

22 All tenure decisions made under this section are subject to the requirements concerning overall teacher
23 performance effectiveness levels.

24 **TEACHER RETURNING TO PROBATIONARY STATUS¹⁰**

25 Any tenured teacher who receives two (2) consecutive years of evaluations demonstrating an overall
26 performance effectiveness level of “below expectations” or “significantly below expectations” shall be
27 returned to probationary status by the Director of Schools until the teacher has received two (2)
28 consecutive years of evaluations demonstrating an overall performance effectiveness level of “above
29 expectations” or “significantly above expectations.”

30 When a teacher who has returned to probationary status has received two (2) consecutive years of
31 evaluations demonstrating an overall performance effectiveness level of “above expectations” or
32 “significantly above expectations,” the teacher is again eligible for tenure and shall be either
33 recommended by the Director of Schools for tenure or nonrenewed; provided, however, that the teacher
34 shall be dismissed if tenure is denied by the Board.⁴

35 This section does not apply to teachers who acquired tenure prior to July 1, 2011.

Legal References

1. TCA 49-5-501(11)(A)
2. TCA 49-5-503
3. Public Acts of 2021, Special Legislative Session
Chapter No. 2
4. TCA 49-5-504(b)
5. TCA 49-5-409(b); Public Acts of 2021, Chapter No.
378
6. TCA 49-2-203(a)(1)
7. TCA 49-2-202(g)
8. TCA 49-5-504(d)
9. TCA 49-5-509
10. TCA 49-5-504(e), (f)

Cross References

- Separation Practices for Tenured Teachers 5.200
Separation Practices for Non-Tenured Teachers 5.201

Gibson County Board of Education			
Monitoring: Review: Annually, in January	Descriptor Term: Separation Practices for Tenured Teachers	Descriptor Code: 5.200	Issued Date: 09/12/19
		Rescinds: 5.200	Issued: 12/14/17

1 SUSPENSION PENDING AN INVESTIGATION¹

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

9 SUSPENSION OF THREE DAYS OR LESS^{2,3}

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

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

19 DISMISSAL OR SUSPENSION GREATER THAN THREE DAYS⁴

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

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

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

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

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

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

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

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

24 RESIGNATION

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

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

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

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

1 Upon a breach of contract, the Board, upon a motion recorded in its minutes, may file a complaint with
2 the State Board of Education and request the suspension of a teacher's license. After the State Board of
3 Education has provided the teacher an opportunity for defense during a hearing, the Commissioner of
4 Education may suspend the license for no less than thirty (30) days and no more than three hundred
5 sixty-five (365) days.⁸

6 **RETIREMENT**

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

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

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

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

- 21 1. The Director of Schools of the employing district shall certify in writing that no other qualified
22 individuals are available to fill the position;
- 23 2. The Commissioner of Education shall certify that the employing school district serves an area
24 that lacks qualified teachers to serve in the position to be filled;
- 25 3. The retired teacher shall hold a valid license and shall not be entitled to tenure status;
- 26 4. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or
27 receive medical insurance coverage; and
- 28 5. The salary paid to the retired teacher shall not be less than the rate of compensation set by the
29 Board for teachers with no experience filling similar positions or more than eighty-five percent
30 (85%) of the rate of compensation set by the Board for teachers with comparable training and
31 years of experience filling similar positions.

Legal References

1. TCA 49-5-511(a)(3)
2. TCA 49-2-301(b)(1)(EE), TCA 49-5-512(d)
3. TCA 49-5-511(a)(2)
4. TCA 49-5-511—513
5. TCA 49-5-508(a)
6. TCA 49-5-508(c)
7. TCA 49-5-706
8. TCA 49-5-411(b); Public Acts of 2019, Chapter No. 248
9. TCA 8-36-805
10. TCA 8-36-821

Cross References

Public Hearings 1.401
Recommendations and File Transfers 5.203

Gibson County Board of Education			
Monitoring: Review: Annually, in January	Descriptor Term: Separation Practices for Tenured Teachers	Descriptor Code: 5.200	Issued Date:
		Rescinds:	Issued:

1 SUSPENSION PENDING AN INVESTIGATION¹

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

9 SUSPENSION OF THREE DAYS OR LESS^{2,3}

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

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

19 DISMISSAL OR SUSPENSION GREATER THAN THREE DAYS⁴

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

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

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

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

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

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

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

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

24 RESIGNATION

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

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

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

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

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

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

4 **RETIREMENT**

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

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

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

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

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

Legal References

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

Cross References

Public Hearings 1.401
Teacher Tenure 5.117
Recommendations and File Transfers 5.203

Gibson County Board of Education			
Monitoring: Review: Annually, in January	Descriptor Term: Separation Practices for Non- Tenured Teachers	Descriptor Code: 5.201	Issued Date: 01/09/20
		Rescinds: 5.201	Issued: 09/12/19

1 **SUSPENSION PENDING AN INVESTIGATION¹**

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

9 **SUSPENSION OF THREE DAYS OR LESS²**

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

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

19 **DISMISSAL OR SUSPENSION GREATER THAN THREE DAYS²**

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

23 A Non-Tenured Teacher who has been given notice of the charges against him/her may within thirty
24 (30) days after receipt of notice give written notice to the Director of Schools of his/her request for a
25 hearing before an impartial hearing officer.

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

- 28 1. Be represented by counsel;
- 29
- 30 2. Call and subpoena witnesses;
- 31

1 3. Examine all witnesses; and

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

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

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

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

16 1. Sustain the decision;

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

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

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

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

27 **NONRENEWAL**

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

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

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

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

- 1 2. Written notice of non-renewal shall be hand delivered or sent to the teacher by registered mail so
2 that it will be received by the teacher within five (5) business days following the last instructional
3 day for the school year.³

4 **RESIGNATION**

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

8 The conditions under which it is permissible to break a contract with the Board are as follows:⁵

- 9 1. The incapacity on the part of the teacher to perform the contract as evidenced by the certified
10 statement of a physician approved by the Board;
11
12 2. The drafting of a teacher into military service by a selective service board; and
13
14 3. The release by the Board of the teacher from the contract which the teacher has entered into with
15 the Board.

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

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

24 **RETIREMENT**

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

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

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

- 1 The Director of Schools may employ teachers retired for at least one (1) year for full-time employment
 2 as a Kindergarten through twelfth (K-12) grade teacher on a year-to-year basis. Retirement benefits will
 3 not be lost or suspended under certain conditions which include, but are not limited to, the following:⁹
- 4 1. The Director of Schools of the employing district shall certify in writing that no other qualified
 5 individuals are available to fill the position;
 - 6
 7 2. The Commissioner of Education shall certify that the employing school district serves an area
 8 that lacks qualified teachers to serve in the position to be filled;
 - 9
 10 3. The retired teacher shall hold a valid license and shall not be entitled to tenure status;
 - 11
 12 4. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or
 13 receive medical insurance coverage; and
 - 14
 15 5. The salary paid to the retired teacher shall not be less than the rate of compensation set by the
 16 Board for teachers with no experience filling similar positions or more than eighty-five percent
 17 (85%) of the rate of compensation set by the Board for teachers with comparable training and
 18 years of experience filling similar positions.

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

 Legal References

1. TCA 49-5-511(a)(3)
2. TCA 49-2-301(b)(1)(GG); TCA 49-5-512
3. TCA 49-5-409
4. TCA 49-5-508
5. TCA 49-5-411(a)
6. TCA 49-5-706
7. TCA 49-5-411(b)(4); Public Acts of 2019, Chapter No. 248
8. TCA 8-36-805
9. TCA 8-36-821

 Cross References

- Public Hearings 1.401
 Recommendations and File Transfers 5.203

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

1 **SUSPENSION PENDING AN INVESTIGATION¹**

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

9 **SUSPENSION OF THREE DAYS OR LESS²**

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

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

19 **DISMISSAL OR SUSPENSION GREATER THAN THREE DAYS²**

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

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

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

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

1 3. Examine all witnesses; and

2

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

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

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

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

16 1. Sustain the decision;

17

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

19

20 3. Revise the penalty or reverse the decision.

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

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

27 **NONRENEWAL**

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

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

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

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

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

3 **RESIGNATION**

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

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

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

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

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

21 **RETIREMENT**

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

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

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

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

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

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

Legal References

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

Cross References

Public Hearings 1.401
Teacher Tenure 5.117
Recommendations and File Transfers 5.203

Gibson County Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: <h2 style="text-align: center;">Attendance</h2>	Descriptor Code: 6.200	Issued Date: 11/12/19
		Rescinds: 6.200	Issued: 09/12/19

1 Attendance is a key factor in student achievement, and therefore, students are expected to be present
2 each day school is in session.

3 The attendance supervisor shall oversee the entire attendance program which shall include:¹

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

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

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

- 17 1. Personal illness/injury;
- 18 2. Illness of immediate family member;
- 19 3. Death in the family;
- 20 4. Extreme weather conditions;
- 21 5. Religious observances;⁵
- 22 6. Pregnancy;
- 23 7. School endorsed activities;

- 1 8. Summons, subpoena, or court order; or
- 2 9. Circumstances which in the judgment of the principal create emergencies over which the
- 3 student has no control.

4 The principal shall be responsible for ensuring that:⁶

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

11 **TRUANCY**

12 *General*

13 Annually, the Director of Schools/designee will provide written notice to parent(s)/guardian(s) that
14 attendance at school is required. Students shall be present at least fifty percent (50%) of the scheduled
15 school day in order to be counted present. Students may attend part-time days, alternating days, or for a
16 specific amount of time as indicated in their Individualized Education Plan or 504 Plan and shall be
17 considered present for school attendance purposes. If a student is required to participate in a remedial
18 instruction program outside of the regular school day where there is no cost to the parent(s)/guardian(s)
19 and the school system provides transportation, unexcused absences from these programs shall be
20 reported in the same manner.⁷

21 Truancy is defined as an absence for an entire school day, a major portion of the school day or the major
22 portion of any class study hall or activity during the school day for which the student is scheduled.

23 Tardiness is also considered a form of truancy. Every 3rd tardy will equal one (1) unexcused absence
24 from school and count towards the five (5) unexcused absences allowed per year. A student is considered
25 tardy when he/she is not present at the beginning of the school day, or misses any part of the school day.

26 Students who are absent five (5) days without adequate excuse shall be reported to the director of
27 schools/designee who will, in turn, provide written notice to the parent(s)/guardian(s) of the student's
28 absence. If a parent does not provide documentation within five school days to excuse those absences,
29 or request an attendance hearing, then the Director of Schools shall implement the progressive truancy
30 intervention plan described below prior to referral to juvenile court. The director of schools/designee
31 shall also comply with state law regarding the reporting of truant students to the proper authorities.

32 The director of schools/designee shall develop appropriate administrative procedures to implement this
33 policy.

1 Students participating in school - sponsored activities whether on - or off-campus shall not be counted
2 absent. In order to qualify as "school-sponsored", the activity must be school-planned, school-directed,
3 and teacher-supervised.

4 All missed class work or tests may be made up if the student makes the request immediately upon
5 returning to school and if class time is not taken from other students.

6 The following notes will be used to excuse student absences: (1) maximum of five (5) parent notes per
7 year; 2) doctor; and 3) funeral Home. A parent note is considered used when a student misses a partial
8 or full day and returns with a written note from parent/guardian excusing them from the absence.

9 *Progressive Truancy Intervention Plan*⁸

10 Students with three (3) unexcused absences shall be subject to the progressive truancy intervention
11 framework outlined below.

12 **Tier I**

- 13 1. After 3 unexcused or 5 total absences (at the Principal's discretion**) a meeting will be set up
14 with parent/guardian and student.
- 15 2. A contract with student expectations will be discussed and signed by parent/guardian and student
16 to ensure that all parties understand what is expected moving forward and what the next steps
17 will be for continued absences. The contract shall include:
 - 18 a. A specific description of the school's attendance expectations for the student;
 - 19 b. The period for which the contract is effective. The term of the contract must not exceed
20 ninety (90) school days or continue beyond the last day of the semester, whichever comes
21 first; and
 - 22 c. Penalties for additional absences and alleged school offenses, including additional
23 disciplinary action and potential referral to juvenile court; and
 - 24 d. Regularly scheduled follow-up meetings and/or phone calls to discuss the student's
25 progress.
- 26 3. If parent/guardian fail to attend this meeting, the principal will sign the contract and the office
27 staff will make another attempt to get parent/guardian's signature. If no signature is acquired,
28 the contract will be sent via certified mail becoming effective immediately.
- 29 4. If the student accumulates additional unexcused absences in violation of the attendance
30 contract, he/she shall be subject to the additional tiers.

31 **Tier II**

- 32 1. An Individualized Intervention and Assessment Program will be initiated with parents and
33 student to try and help improve attendance.
- 34 2. This assessment may result in a referral to counseling, community-based services, or other
35 services to address the student's attendance problems.
36

- 1 3. After 5 unexcused or 8 total absences a letter from the Central Office will be sent notifying
2 parent/guardian of their child's continued attendance problem.

3 **Tier III**

4 After 5 unexcused absences the Attendance Supervisory Team will make a home visit to discuss
5 continued absences from school and let the parent/guardian know that a Truancy Petition to Juvenile
6 Court will be the next step if any more unexcused absences are accrued. Other potential penalties may
7 include, but are not limited to the following:

8 1. Social Probation:

- 9 a. After School Hours - the student will not be allowed to perform in or attend any after
10 school extra-curricular activities. This includes athletic events, band or music
11 performance of any kind, dances, Prom, club meetings or events. Student is not to be on
12 school property during after school hours unless enrolled in the after school tutoring
13 program, etc.
14 b. During School Hours - The student will not be allowed to attend any type of reward
15 program, reward field trip, or pep rallies.

16 2. School Based Community Service - this will be required by both parent/guardian and student
17 outside of regular school hours.

18 3. Participation in a restorative justice program

19 4. Saturday courses

20 5. Counseling

21 **** Principal' s discretion:** if the principal is aware of a situation that is causing absences that cannot
22 be avoided then they can excuse the student and there will be no cause for a contract at that time.

23 **NON-SCHOOL SPONSORED EXTRACURRICULAR ACTIVITY⁹**

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

30 1. Student's name and personal identification number;

31 2. Student's grade;

32 3. The dates of the student's absence;

33
34
35

1 4. The reason for the student's absence; and

2

3 5. The signatures of the student and parent/guardian.

4 **RELEASED TIME COURSE**¹⁰

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

8 The student shall submit a written consent form signed by the student's parent/guardian prior to
9 participation in the released time course. The principal/designee shall document the approval in
10 writing. The student shall provide documentation to the principal/designee as proof of the student's
11 participation in the released time course.

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

13 Upon submission of the student's transcript from the entity that provided the released time course, the
14 student may be awarded one-half (1/2) unit of elective credit.

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

17 **STATE-MANDATED ASSESSMENT**

18 Students who are absent the day of the scheduled End of Course exam will receive an incomplete in
19 the course until they have taken the appropriate make-up exam.

20 **CREDIT/PROMOTION DENIAL**

21 Credit/promotion denial determinations may include student attendance, however, student attendance
22 may not be the sole criterion.¹¹ If attendance is a factor, prior to credit/promotion denial, the following
23 shall occur:

24 1. The student and the parent/guardian shall be advised if student is in danger of credit/promotion
25 denial due to excessive absenteeism.

26 2. Procedures in due process are available to the student when credit or promotion is denied.

27 **DRIVER'S LICENSE REVOCATION**²

28 More than ten (10) consecutive or fifteen (15) reported unexcused absences by a student during any
29 semester renders a student ineligible to retain a driver's permit or license, or to obtain such if of age.

30 In order to qualify for reclaiming a driver's permit or license, the student must make a passing grade in
31 at least three (3) full unit subjects or their equivalency at the conclusion of a subsequent grading period.

1 **ATTENDANCE HEARING**¹²

- 2 Students with excessive (more than 5) unexcused absences or those in danger of credit/promotion denial
 3 shall have the opportunity to appeal to an attendance hearing committee appointed by the principal. If
 4 the student chooses to appeal, the student or his/her parent(s)/guardian(s) shall be provided written or
 5 actual notice of the appeal hearing and shall be given the opportunity to address the committee. The
 6 committee will conduct a hearing to determine if any extenuating circumstances exist or to determine if
 7 the student has met attendance requirements that will allow him/her to pass the course or be promoted.
 8 Upon notification of the attendance committee decision, the principal shall send written notification to
 9 the director of schools/ designee and the parent(s)/guardian(s) of the student of any action taken
 10 regarding the excessive unexcused absences. The notification shall advise parents/guardian(s) of their
 11 right to appeal such action within two (2) school days to the director of schools/designee.
- 12 The appeal shall be heard no later than ten (10) school days after the request for appeal is received.
- 13 Within five (5) school days of the director of schools/designee rendering a decision, the student's
 14 parent(s)/guardian(s) may request a hearing by the board, and the board shall review the record.
 15 Following the review, the board may affirm or overturn the decision of the director of schools/designee.
 16 The action of the board shall be final.
- 17 The director of schools/designee shall ensure that this policy is posted in each school building and
 18 disseminated to all students, parents, teachers, and administrative staff.
- 19 Student attendance records shall be given the same level of confidentiality as other student records. Only
 20 authorized school officials with legitimate educational purposes may have access to student information
 21 without the consent of the student of parent/guardian.³
- 22 Requests for students to attend school in counties in adjoining states shall be considered on a case-by-
 23 case basis.

Legal References

1. TRR/MS 0520-01-03-.08(1)(a); TCA 49-6-3006
2. TCA 49-6-3017(c)
3. TCA 10-7-504; 20 USCA § 1232g
4. TRR/MS 0520-01-02-.17(1)(c)
5. TCA 49-6-2904(b)(5)
6. TCA 49-6-3007
7. TCA 49-6-3021
8. TCA 49-6-3007; TCA 49-6-3009
9. TCA 49-6-3022
10. TCA 49-2-130; Public Acts of 2019, Chapter
No. 272
11. TCA 49-2-203(b)(7); TCA 49-6-3002(d)
12. TRR/MS 0520-01-02-.17

Cross References

- School Calendar 1.800
- Extracurricular Activities 4.300
- Interscholastic Athletics 4.301
- Field Trips/Excursions/Competitions 4.302
- Reporting Student Progress 4.601
- Promotion and Retention 4.603
- Recognition of Religious Beliefs, Customs, & Holidays 4.803
- Voluntary Pre-K Attendance 6.2011
- Students in Foster Care 6.505
- Student Records 6.600

Gibson County Board of Education			
Monitoring: Review: Annually, in March	Descriptor Term: Attendance	Descriptor Code: 6.200	Issued Date: 11/12/19
		Rescinds: 6.200	Issued: 09/12/19

1 Attendance is a key factor in student achievement, and therefore, students are expected to be present
2 each day school is in session.

3 The attendance supervisor shall oversee the entire attendance program which shall include:¹

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

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

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

- 17 1. Personal illness/injury;
- 18 2. Illness of immediate family member;
- 19 3. Death in the family;
- 20 4. Extreme weather conditions;
- 21 5. Religious observances;⁵
- 22 6. Pregnancy;
- 23 7. School endorsed activities;

- 1 8. Summons, subpoena, or court order; or
- 2 9. Circumstances which in the judgment of the principal create emergencies over which the
- 3 student has no control.

4 The principal shall be responsible for ensuring that:⁶

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

11 **TRUANCY**

12 *General*

13 Annually, the Director of Schools/designee will provide written notice to parent(s)/guardian(s) that
14 attendance at school is required. Students shall be present at least fifty percent (50%) of the scheduled
15 school day in order to be counted present. Students may attend part-time days, alternating days, or for a
16 specific amount of time as indicated in their Individualized Education Plan or 504 Plan and shall be
17 considered present for school attendance purposes. If a student is required to participate in a remedial
18 instruction program outside of the regular school day where there is no cost to the parent(s)/guardian(s)
19 and the school system provides transportation, unexcused absences from these programs shall be
20 reported in the same manner.⁷

21 Truancy is defined as an absence for an entire school day, a major portion of the school day or the major
22 portion of any class study hall or activity during the school day for which the student is scheduled.

23 Tardiness is also considered a form of truancy. Every 3rd tardy will equal one (1) unexcused absence
24 from school and count towards the five (5) unexcused absences allowed per year. A student is considered
25 tardy when he/she is not present at the beginning of the school day, or misses any part of the school day.

26 Students who are absent five (5) days without adequate excuse shall be reported to the director of
27 schools/designee who will, in turn, provide written notice to the parent(s)/guardian(s) of the student's
28 absence. If a parent does not provide documentation within five school days to excuse those absences,
29 or request an attendance hearing, then the Director of Schools shall implement the progressive truancy
30 intervention plan described below prior to referral to juvenile court. The director of schools/designee
31 shall also comply with state law regarding the reporting of truant students to the proper authorities.

32 The director of schools/designee shall develop appropriate administrative procedures to implement this
33 policy.

1 Students participating in school - sponsored activities whether on - or off-campus shall not be counted
2 absent. In order to qualify as "school-sponsored", the activity must be school-planned, school-directed,
3 and teacher-supervised.

4 All missed class work or tests may be made up if the student makes the request immediately upon
5 returning to school and if class time is not taken from other students.

6 The following notes will be used to excuse student absences: (1) maximum of five (5) parent notes per
7 year; 2) doctor; and 3) funeral Home. A parent note is considered used when a student misses a partial
8 or full day and returns with a written note from parent/guardian excusing them from the absence.

9 *Progressive Truancy Intervention Plan*⁸

10 **Tier I** of the progressive truancy plan shall apply to all students within the district and include
11 schoolwide prevention-oriented supports to assist with satisfactory attendance.

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

14
15 1. A conference with the student and the student's parent(s)/guardian(s).

16
17 2. An attendance contract, basked on the conference, signed by the student, the
18 parent(s)/guardian(s), and the Attendance Supervisor/designee. The contract shall include:

19
20
21 a. A specific description of the school's attendance expectations for the student;

22 b. The period for which the contract is effective; and

23 c. Penalties for additional absences and alleged school offenses, including additional
24 disciplinary action and potential referral to juvenile court.

25
26 3. Regularly scheduled follow-up meetings to discuss the student's progress; and

27
28 4. A school employs shall conduct and individualized assessment detailing the reasons a student
29 has been absent from school. Then employee may refer the student to counseling, community-
30 based services, or other services to address the student's attendance problems.

31 **Tier III** shall be implemented if the truancy interventions under Tier II are unsuccessful. Tier III shall
32 consist of the following interventions:

33 1. Home visit

34
35 2. Social Probation:

36 a. After School Hours - the student will not be allowed to perform in or attend any after
37 school extra-curricular activities. This includes athletic events, band or music
38 performance of any kind, dances, Prom, club meetings or events. Student is not to be on

- 1 school property during after school hours unless enrolled in the after school tutoring
2 program, etc.
- 3 b. During School Hours - The student will not be allowed to attend any type of reward
4 program, reward field trip, or pep rallies.

5 3. School Based Community Service - this will be required by both parent/guardian and student
6 outside of regular school hours.

7 4. Participation in a restorative justice program

8 5. Saturday courses

9 6. Counseling

10 **NON-SCHOOL SPONSORED EXTRACURRICULAR ACTIVITY⁹**

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

- 17 1. Student's name and personal identification number;
- 18
- 19 2. Student's grade;
- 20
- 21 3. The dates of the student's absence;
- 22
- 23 4. The reason for the student's absence; and
- 24
- 25 5. The signatures of the student and parent/guardian.

26 **RELEASED TIME COURSE¹⁰**

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

30 The student shall submit a written consent form signed by the student's parent/guardian prior to
31 participation in the released time course. The principal/designee shall document the approval in
32 writing. The student shall provide documentation to the principal/designee as proof of the student's
33 participation in the released time course.

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

35 Upon submission of the student's transcript from the entity that provided the released time course, the
36 student may be awarded one-half (1/2) unit of elective credit.

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

3 **STATE-MANDATED ASSESSMENT**

4 Students who are absent the day of the scheduled End of Course exam will receive an incomplete in
5 the course until they have taken the appropriate make-up exam.

6 **CREDIT/PROMOTION DENIAL**

7 Credit/promotion denial determinations may include student attendance, however, student attendance
8 may not be the sole criterion.¹¹ If attendance is a factor, prior to credit/promotion denial, the following
9 shall occur:

10 1. The student and the parent/guardian shall be advised if student is in danger of credit/promotion
11 denial due to excessive absenteeism.

12 2. Procedures in due process are available to the student when credit or promotion is denied.

13 **DRIVER'S LICENSE REVOCATION²**

14 More than ten (10) consecutive or fifteen (15) reported unexcused absences by a student during any
15 semester renders a student ineligible to retain a driver's permit or license, or to obtain such if of age.

16 In order to qualify for reclaiming a driver's permit or license, the student must make a passing grade in
17 at least three (3) full unit subjects or their equivalency at the conclusion of a subsequent grading period.

18 **ATTENDANCE HEARING¹²**

19 Students with excessive (more than 5) unexcused absences or those in danger of credit/promotion denial
20 shall have the opportunity to appeal to an attendance hearing committee appointed by the principal. If
21 the student chooses to appeal, the student or his/her parent(s)/guardian(s) shall be provided written or
22 actual notice of the appeal hearing and shall be given the opportunity to address the committee. The
23 committee will conduct a hearing to determine if any extenuating circumstances exist or to determine if
24 the student has met attendance requirements that will allow him/her to pass the course or be promoted.
25 Upon notification of the attendance committee decision, the principal shall send written notification to
26 the director of schools/ designee and the parent(s)/guardian(s) of the student of any action taken
27 regarding the excessive unexcused absences. The notification shall advise parents/guardian(s) of their
28 right to appeal such action within two (2) school days to the director of schools/designee.

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

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

Legal References

1. TRR/MS 0520-01-03-.08(1)(a); TCA 49-6-3006
2. TCA 49-6-3017(c)
3. TCA 10-7-504; 20 USCA § 1232g
4. TRR/MS 0520-01-02-.17(1)(c)
5. TCA 49-6-2904(b)(5)
6. TCA 49-6-3007
7. TCA 49-6-3021
8. TCA 49-6-3007; TCA 49-6-3009
9. TCA 49-6-3022
10. TCA 49-2-130; Public Acts of 2019, Chapter No. 272
11. TCA 49-2-203(b)(7); TCA 49-6-3002(d)
12. TRR/MS 0520-01-02-.17

Cross References

School Calendar 1.800
Extracurricular Activities 4.300
Interscholastic Athletics 4.301
Field Trips/Excursions/Competitions 4.302
Reporting Student Progress 4.601
Promotion and Retention 4.603
Recognition of Religious Beliefs, Customs, & Holidays 4.803
Voluntary Pre-K Attendance 6.2011
Students in Foster Care 6.505
Student Records 6.600

Gibson County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Home Schools	Descriptor Code: 6.202	Issued Date: 05/13/02
		Rescinds: 6.202	Issued: 06/13/96

1 A "home school" is a school conducted by parent(s) or legal guardians for their own children. Home
2 schools which teach K-12 where the parents are associated with an organization that conducts church-
3 related schools (*as defined by §49-50-801*) which are supervised by such organization and which
4 administer standardized achievement tests at the same time tests are given in their regular day schools
5 are exempt from the following provisions, but must follow procedures issued by the State Department
6 of Education.¹

7 A parent wishing to conduct a home school shall meet the following requirements:

- 8 1. Provide notice to the director of schools by August 1 before the commencement of each
9 school year of the intent to conduct a home school;
- 10 2. Submit to the director of schools the name, number, age, grade level of children involved,
11 location of the school, curriculum to be offered, proposed hours of instruction, qualifications of
12 the parent/ teacher, whether a college preparatory or general course of education will be taught
13 in grades 9-12, and a description of the courses to be taught each year;
- 14 3. Maintain attendance records, subject to inspection of the local director of schools;
- 15 4. Submit attendance records to the director of schools at the end of each school year;
- 16 5. Provide instruction for at least four (4) hours per day for the same number of instructional
17 days as are required by state law for public schools;
- 18 6. Possess a high school diploma or GED in order to conduct classes in grades K-8 and possess
19 at least a baccalaureate degree in order to conduct classes in grades 9-12, or proper State
20 Department of Education exemption;
- 21 7. Cooperate in the administration to home school students of appropriate tests by the
22 Commissioner of Education, his/her designee or by a professional testing service;
- 23 8. Take action according to state law if home school student falls behind appropriate grade
24 level;
- 25 9. Submit proof to the director of schools that the home school student has been vaccinated as
26 required by law;

1 10. Submit proof to the director of schools that other health services and examinations as
2 required by law have been received by the home school student; and

3 11. In the event of illness or inadequacy of the home school parent-teacher to teach a specific
4 subject, employ a tutor having the same qualifications as required of parent/teacher.

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

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

10 1. Special needs courses are being taught which require services unavailable to the home school
11 student;

12 2. These services cannot be provided through any means other than the public schools;

13 3. Requests for services are made known by the home school parent when notice is given to the
14 director of schools of the intent to conduct a home school;

15 4. The director of schools investigates request and make recommendations to the Board;

16 5. No overcrowding, additional expenses, including providing transportation, or other special
17 situations which interfere with the normal operation of the school system shall be incurred; and

18 6. Approval by the Board on a case-by-case basis.

19 The director of schools, through the attendance supervisor, shall have the attendance records of the
20 home school inspected at least two (2) times each school year in order to provide assistance in
21 implementing the Compulsory Attendance Law.

22 If a home school student falls more than one (1) year behind his appropriate grade level in his/her
23 comprehensive test score for two (2) consecutive tests, and if a certified teacher who would have
24 taught the child at his/her grade level determines through appropriate means that the student is not
25 learning disabled, the director of schools shall require the parents to enroll the child in a public, private
26 or church-related school.

Legal References

1. TCA 49-6-3050

<h2 style="margin: 0;">Gibson County Board of Education</h2>			
Monitoring: Review: Annually, in March	Descriptor Term: <h3 style="text-align: center; margin: 0;">Home Schools</h3>	Descriptor Code: 6.202	Issued Date:
		Rescinds:	Issued:

1 *General*

2 A home school is a school conducted or directed by parent(s)/guardian(s) for their own children. Home
 3 schools which teach grades K-12 where the parent(s)/guardian(s) are associated with an organization
 4 that conducts church-related schools¹ are exempt from the following provisions but shall follow
 5 procedures issued by the State Department of Education.

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

- 7 1. Provide annual notice to the Director of Schools before the commencement of each school year of
 8 the intent to conduct a home school;
- 9 2. Submit to the Director of Schools the name, number, age, grade level of children involved, location
 10 of the school, curriculum to be offered, proposed hours of instruction, and qualifications of the
 11 parent-teacher;
- 12 3. Maintain attendance records, subject to inspection by the Director of Schools;
- 13 4. Submit attendance records to the Director of Schools at the end of each school year;
- 14 5. Provide instruction for at least four (4) hours per day for the same number of instructional days as
 15 are required by state law;³
- 16 6. Possess a high school diploma, GED, or HiSET;⁴
- 17 7. Cooperate in the administration to home school students of appropriate tests by the Commissioner
 18 of Education/designee or by a professional testing service in grades five (5), seven (7), and nine (9);
- 19 8. Take actions according to state law if home school student falls behind appropriate grade level;
- 20 9. Submit proof to the Director of Schools that the home school student has been vaccinated as required
 21 by state law;⁵
- 22 10. Submit proof to the Director of Schools that other health services and examinations as required by
 23 state law have been received by the home school student; and
- 24 11. In the event of illness or inadequacy of the home school parent-teacher to teach a specific subject,
 25 employ a tutor having the same qualifications as required of parent-teacher.

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

4 **FACILITIES USE**

5 School facilities shall be available for home school instruction only when all of the following conditions
 6 exist:

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

16 **RECORD ACCEESS**

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

20 **STUDENT PERFORMANCE⁶**

If a home school student falls more than one (1) year behind his appropriate grade level in his/her comprehensive test score for two (2) consecutive tests, and if a certified teacher who would have taught the child at his/her grade level determines through appropriate means that the student is not learning disabled, the director of schools shall require the parents to enroll the child in a public, private or church-related school.

Legal References

1. TCA 49-50-801(a)
2. TCA 49-6-3050(b)
3. TCA 49-6-3004(a)
4. Public Acts of 2021, Chapter No. 493
5. TCA 49-6-5001
6. TCA 49-6-3050(b)(6)

Cross References

Compulsory Attendance Ages 6.201

Gibson County Board of Education			
Monitoring: Review: Annually, in March	Descriptor Term: Alternative Education	Descriptor Code: 6.319	Issued Date: 09/10/20
		Rescinds: 6.319	Issued: 04/12/18

1 *General*¹

2 The Board shall operate an alternative school and/or program for students in grades seven through
3 twelve (7-12) who have been suspended or expelled from the regular school program.

4 An alternative school is a short-term intervention program designed to provide educational services
5 outside the regular school program for students who have been suspended or expelled. The alternative
6 school is located in a separate facility from the regular school program.

7 An alternative program is a short-term intervention program designed to provide educational services
8 outside the regular school program for students who have been suspended or expelled. Alternative
9 programs may be located within the regular school or be a self-contained program within a school.

10 The alternative school and/or program shall be operated in accordance with state laws and the rules of
11 the State Board of Education, and instruction shall proceed as nearly as practicable in accordance with
12 the instructional program at the student’s regular school. The Director of Schools shall develop
13 procedures that provide appropriate educational opportunities for all students assigned to the
14 alternative school or program. These educational opportunities shall adhere to Tennessee’s academic
15 standards.²

16 **ASSIGNMENT**

17 Students who have been suspended for more than ten (10) days or expelled shall be assigned to the
18 alternative school or program if there is staff and space available.³ Availability of staff and space shall
19 be determined at the time the disciplinary decision is rendered. The Director of Schools/designee shall
20 make this determination by evaluating factors including, but not limited to, the following:

- 21 1. Level of supervision available;
- 22
- 23 2. Safety considerations; and
- 24
- 25 3. Type of infraction.

26 Students who have committed zero tolerance offenses are not required to be assigned to alternative
27 schools or programs.⁴

28 Prior to the assignment of the student to the alternative school or program, the Director of
29 Schools/designee shall provide written notice to the student’s parent/guardian stating the reason for the
30 student’s placement.⁵

1 Placement in an alternative education setting shall be reserved for students who significantly disrupt
 2 the educational process. If a student has an active Individualized Education Plan, a 504 plan, or is
 3 suspected of having a disability, all state and federal laws and rules and regulations related to special
 4 education shall be followed. The Director of Schools/designee shall develop procedures regarding
 5 placement of students in the program, taking into consideration the impact of exclusionary discipline
 6 practices.⁶

7 The Director of Schools/designee shall monitor and regularly evaluate the academic progress of each
 8 student enrolled in the alternative school.

9 **REMOVAL⁷**

10 A student may be removed from the alternative school or program if:

- 11 1. He/she violates the rules of the alternative school or program; or
- 12
- 13 2. He/she is not benefitting from the assignment and all interventions have been exhausted
- 14 unsuccessfully.

15 **ADDITIONAL OFFENSES⁸**

16 Any new disciplinary offense committed during a student's original suspension or expulsion period
 17 shall be treated as a new and separate offense. These offenses shall not constitute an extension of the
 18 original suspension or expulsion.

19 **TRANSITION PLAN⁹**

20 The Director of Schools/designee shall develop procedures regarding the implementation of transition
 21 plans for the integration of students assigned to the alternative school.

Legal References

1. TCA 49-6-3402(a); Public Acts of 2020, Chapter No. 603; TRR/MS 0520-01-02-.09
2. TRR/MS 0520-01-02-.09(9)(a)
3. Public Acts of 2020, Chapter No. 603
4. Public Acts of 2020, Chapter No. 603; TRR/MS 0520-01-02-.09(6)(a)
5. TRR/MS 0520-01-02-.09(9)(i)
6. TRR/MS 0520-01-02-.09(9)(h)
7. Public Acts of 2020, Chapter No. 603
8. TRR/MS 0520-01-02-.09(9)(g)(2)
9. TRR/MS 0520-01-02-.09(m)

Cross References

Special Education 4.202
 Suspension 6.316
 Student Disciplinary Hearing Authority 6.317
 Special Education Students 6.500

<h1>Gibson County Board of Education</h1>			
Monitoring: Review: Annually, in March	Descriptor Term: <h2 style="text-align: center;">Alternative Education</h2>	Descriptor Code: 6.319	Issued Date:
		Rescinds:	Issued:

1 *General*¹

2 The Board shall operate an alternative school and/or program for students in grades seven through
3 twelve (7-12) who have been suspended or expelled from the regular school program.

4 An alternative school is a short-term intervention program designed to provide educational services
5 outside the regular school program for students who have been suspended or expelled. The alternative
6 school is located in a separate facility from the regular school program.

7 An alternative program is a short-term intervention program designed to provide educational services
8 outside the regular school program for students who have been suspended or expelled. Alternative
9 programs may be located within the regular school or be a self-contained program within a school.

10 The alternative school and/or program shall be operated in accordance with state laws and the rules of
11 the State Board of Education, and instruction shall proceed as nearly as practicable in accordance with
12 the instructional program at the student’s regular school. The Director of Schools shall develop
13 procedures that provide appropriate educational opportunities for all students assigned to the
14 alternative school or program. These educational opportunities shall adhere to Tennessee’s academic
15 standards.²

16 **ASSIGNMENT**

17 Students who have been suspended for more than ten (10) days or expelled shall be assigned to the
18 alternative school or program if there is staff and space available.³ Availability of staff and space shall
19 be determined at the time the disciplinary decision is rendered. The Director of Schools/designee shall
20 make this determination by evaluating factors including, but not limited to, the following:

- 21 1. Level of supervision available;
- 22
- 23 2. Safety considerations; and
- 24
- 25 3. Type of infraction.

26 The Director of Schools/designee is not required to assign a student to the alternative school or program
27 if the student committed one of the following:

- 28 1. A zero tolerance offense;⁴ or
- 29

- 1 2. An offense of violence or threatened violence, or an offense that threatened the safety of other
2 students at the school, if the location of the alternative school or program is on the same grounds
3 as the school from which the student was disciplined.⁵

4 Consideration to assign these students to the alternative school or program will be determined by the
5 Director of Schools/designee on a case-by-case basis.

6 Prior to the assignment of the student to the alternative school or program, the Director of
7 Schools/designee shall provide written notice to the student's parent/guardian stating the reason for the
8 student's placement.⁶

9 Placement in an alternative education setting shall be reserved for students who significantly disrupt
10 the educational process. If a student has an active Individualized Education Plan, a 504 plan, or is
11 suspected of having a disability, all state and federal laws and rules and regulations related to special
12 education shall be followed. The Director of Schools/designee shall develop procedures regarding
13 placement of students in the program, taking into consideration the impact of exclusionary discipline
14 practices.⁷

15 The Director of Schools/designee shall monitor and regularly evaluate the academic progress of each
16 student enrolled in the alternative school.

17 **REMOVAL⁸**

18 A student may be removed from the alternative school or program if:

- 19 1. He/she violates the rules of the alternative school or program; or
20 2. He/she is not benefitting from the assignment and all interventions have been exhausted
21 unsuccessfully.
22

23 **ADDITIONAL OFFENSES⁹**

24 Any new disciplinary offense committed during a student's original suspension or expulsion period
25 shall be treated as a new and separate offense. These offenses shall not constitute an extension of the
26 original suspension or expulsion.

27 **TRANSITION PLAN¹⁰**

28 The Director of Schools/designee shall develop procedures regarding the implementation of transition
29 plans for the integration of students assigned to the alternative school.

Legal References

1. TCA 49-6-3402;TRR/MS 0520-01-02-.09
2. TRR/MS 0520-01-02-.09(9)(a)
3. TCA 49-6-3402(c)(1)(A)
4. TRR/MS 0520-01-02-.09(6)(a); TCA 49-6-3402(c)(1)(B)
5. Public Acts of 2021, Chapter No. 229
6. TRR/MS 0520-01-02-.09(9)(i)
7. TRR/MS 0520-01-02-.09(9)(h)
8. TCA 49-6-3402(c)(2)(A)
9. TRR/MS 0520-01-02-.09(9)(g)(2)
10. TRR/MS 0520-01-02-.09(9)(m)

Cross References

Special Education 4.202
Suspension 6.316
Student Disciplinary Hearing Authority 6.317
Special Education Students 6.500

Gibson County Board of Education			
Monitoring: Review: Annually, in April	Descriptor Term: Physical Examinations and Immunizations	Descriptor Code: 6.402	Issued Date: 01/14/21
		Rescinds: 6.402	Issued: 07/10/08

1 PHYSICAL EXAMINATIONS¹

2 The principal shall ensure that there is a complete physical examination of each student prior to:

- 3 1. Entering school for the first time² and
- 4
- 5 2. Participating as a member of any athletic team or in any other strenuous physical activity
- 6 program.³

7 Cost of the examination shall be covered by the parent/guardian of the student. These records shall be

8 on file in the principal's office.

9 Screening tests as required by the Tennessee Department of Education and the Department of Health

10 will be conducted. Parent(s)/guardian(s) will receive written notice of any screening result that indicates

11 a condition that might interfere with the student's progress. The school district will not conduct physical

12 examinations of a student without parental consent or by court order, unless the health or safety of the

13 student or others is in question.⁴

14 IMMUNIZATIONS

15 Students will not be permitted to attend school without proof of immunization as determined by the

16 Commissioner of Health unless circumstances outlined in state or federal law prevent a student from

17 producing such records.^{2,5} It is the responsibility of the parent(s)/guardian(s) to have their children

18 immunized and to provide such proof to the principal of the school which the student is to attend.⁵

19 Exceptions will be granted to any student whose parent/guardian files with school authorities a signed,

20 written statement that such measures conflict with the one of the following:

- 21 1. His/her religious tenets and practices if in the absence of an epidemic or immediate threat of an
- 22 epidemic;⁶ or
- 23
- 24 2. Due to medical reasons if the student has a written statement from his/her doctor excusing
- 25 him/her from the immunization.⁷

26 The Director of Schools shall ensure that appropriate immunization records are maintained for each

27 student.

Legal References

1. 20 USCA § 1232h(c)
2. TRR/MS 0520-01-03-.08(2)(a)
3. TRR/MS 0520-01-03-.08(2)(b)
4. Tennessee School Health Screening Guidelines,
https://www.tn.gov/content/dam/tn/education/csh/csh_school_health_screening_guidelines.pdf
5. TCA 49-6-5001(a),(c)
6. TCA 49-6-5001(b)(2)
7. TCA 49-6-5001(c)(2)

Cross References

Promoting Student Welfare 6.400

Gibson County Board of Education			
Monitoring: Review: Annually, in April	Descriptor Term: Interference/Disruption of School Activities	Descriptor Code: 6.306	Issued Date: 11/14/03
		Rescinds: 6.306	Issued: 06/13/96

- 1 The staff is authorized to take reasonable measures to establish appropriate school behavior. Any
- 2 professional employee shall have the authority to control the conduct of any student while under the
- 3 supervision of the school system.¹ This authority shall extend to all activities of the school, including
- 4 all games and public performances of athletic teams and other school groups, trips, excursions and all
- 5 other activities under school sponsorship and direction.

- 6 Such measures may include the use of reasonable force to restrain or correct students and maintain
- 7 order.

- 8 A student shall not use violence, force, noise, coercion, threat, intimidation, fear, passive resistance or
- 9 any other conduct which causes the disruption, interference or obstruction of any school purpose while
- 10 on school property, in school vehicles or buses, or at any school-sponsored activity, function or event,
- 11 whether on or off campus. Neither shall s/he urge other students to engage in such conduct.

- 12 Harassment, intimidation and other conduct that may be considered "bullying" will not be tolerated.
- 13 Students shall not engage in conduct that has the effect of unreasonably interfering with another
- 14 student's academic development or that creates a hostile or offensive learning environment.

- 15 A student found guilty of misbehavior may receive punishment ranging from verbal reprimand to
- 16 suspension and/or expulsion dependent on the severity of the offense and the offender's prior record.²

Legal References

- 1. TCA 49-6-4102
- 2. TCA 49-6-3401

Gibson County Board of Education			
Monitoring: Review: Annually, in March	Descriptor Term: Interference/Disruption of School Activities	Descriptor Code: 6.306	Issued Date:
		Rescinds:	Issued:

1 *General*

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

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

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

10 **REMOVAL OF STUDENT³**

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

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

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

20 *Appeal Process*

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

Legal References

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

Cross References

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

Gibson County Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Safe Relocation of Students	Descriptor Code: 6.4081	Issued Date: 08/09/12
		Rescinds:	Issued:

1 Employees who are directly responsible for a student’s education or who otherwise interact within the
2 scope of their assigned duties 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.¹ Such
4 employees may also intervene in a physical altercation between two or more students or between a
5 student and an LEA employee. Reasonable force may be used to physically relocate or intervene in a
6 conflict if a student is unwilling to cooperate.²

7 If an employee is unable to resolve the matter with the use of reasonable or justifiable force are
8 required, the student shall be allowed to remain in place until such a time as local law enforcement
9 officers or school resource officers can be summoned to relocate the student or take the student into
10 custody until such a time as a parent or guardian can retrieve the student.

11 In the event that physical relocation becomes necessary, the teacher shall immediately file a brief
12 report of the incident with the building principal. If the student's behavior constitutes a violation of the
13 Board's zero tolerance policy, then the report shall be placed in the student's permanent record.
14 Otherwise, the report shall be kept in the student's discipline record, and not become a part of that
15 student's permanent record. The principal or the principal’s designee shall notify the teacher involved
16 of the actions taken to address the behavior of the relocated student.

17 The director of schools shall create procedures to implement this policy consistent with State law. Each
18 building principal shall fully support the authority of the employees' authority under this policy and
19 fully implement the policy and procedures of the system.

Legal References

1. Tenn. Code Ann. § 49-6-4018
2. Tenn. Code Ann. § 39-11-603, 609-614, 621-622

Gibson County Board of Education			
Monitoring: Review: Annually, in April	Descriptor Term: Safe Relocation of Students	Descriptor Code: 6.4081	Issued Date: Click here to enter a date.
		Rescinds:	Issued:

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.¹ If relocation
 4 is necessary, the process will comply with all special education laws. Such employees may also intervene
 5 in a physical altercation between two (2) or more students or between a student and a district employee.
 6 Reasonable or justifiable force may be used to physically relocate or intervene in a conflict if a student
 7 is unwilling to cooperate.² If an employee is unable to resolve the matter with the use of reasonable or
 8 justifiable force, the student shall be allowed to remain in place until local law enforcement officers or
 9 school resource officers can be summoned to relocate the student or take the student into custody until a
 10 parent/guardian can retrieve the student.

11 In the event that physical relocation becomes necessary, the employee shall immediately file a brief
 12 report of the incident with the principal. If the student's behavior constitutes a violation of the Board's
 13 zero tolerance policy, the report shall be placed in the student's permanent record. Otherwise, the report
 14 shall be kept in the student's discipline record and not become a part of that student's permanent record.
 15 The principal/designee shall notify the employee involved of the actions taken to address the behavior
 16 of the relocated student.¹

17 The Director of Schools shall develop administrative procedures regarding the safe relocation of students
 18 consistent with state law. Each principal shall fully support the employees' authority to relocate a student
 19 and ensure appropriate implementation and reporting.

Legal References

1. Public Acts of 2021, Chapter No. 77
2. TCA 39-11-603; TCA 39-11-609 to 614

Cross References

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

Gibson County School District

Monitoring: Review: Annually, in February	Descriptor Term: Personal and Professional Leave	Descriptor Code: 5.303	Issued Date: 08/14/14
		Rescinds: 5.303	Issued: 06/13/96

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

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

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

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

- 10 1. Except in emergency, each employee shall give the principal at least one day's notice in writing
11 of intent to take leave;
- 12 2. The approval of the principal of the school shall be required:
 - 13 a. If more than ten percent (10%) of the teachers in any given school request its use on the
14 same day;
 - 15 b. If requested during any prior established student examination period;
 - 16 c. If requested on the day immediately preceding or following a holiday or vacation
17 period.¹

18 Professional leave is a short, temporary absence for the purpose of attending workshops and other
19 meetings relating to school business or serving on boards and commissions which meet during daytime
20 hours when appointed by a mayor, city council, county executive or county commission.²

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

22 In addition, certificated employees shall be granted leave to serve on any board or commission of the
23 state when the appointment is made by the Governor or General Assembly. Such leave shall not be
24 counted against any other accumulated leave credits. The employee shall notify the principal at least
25 five (5) days prior to leave being taken.²

- 1 Classified employees shall earn personal leave at the rate of one (1) day for each half year employed
- 2 for a total of two (2) days per year. Any personal leave remaining unused at the end of a year shall be
- 3 credited to sick leave.

Legal References

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

Gibson County Board of Education			
Monitoring: Review: Annually, in January	Descriptor Term: Personal and Professional Leave	Descriptor Code: 5.303	Issued Date:
		Rescinds:	Issued:

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

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

7 **PERSONAL LEAVE**

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

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

22 **PROFESSIONAL LEAVE**

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

26 In addition, certificated employees shall be granted leave to serve on any board or commission of the
 27 state when appointment is made by the Governor of General Assembly. Such leave shall not be counted

- 1 against any other accumulated leave credits. The employee shall notify the principal at least five (5)
2 days prior to leave being taken.²
- 3 Classified employees shall earn personal leave at the rate of one (1) day for each half year employed for
4 a total of two (2) days per year. Any personal leave remaining unused at the end of a year shall be
5 credited to sick leave.

Legal References

1. TCA 49-5-711(a); TRR/MS 0520-01-02-.04(3)
2. TCA 49-5-711(b)
3. TCA 49-5-711(c)(1)
4. TCA 49-5-205

Cross References

- Short Term Leaves of Absence 5.300
Legislative Leave 5.309



GCSSD School Board Self-evaluation 2021/2022

Questions Responses 7 Settings

7 responses



Accepting responses



Summary

Question

Individual

Demographic information

Name

7 responses

Tom Lannom

Treva Maitland

Eddie Watkins

Scott Ball

Benny Boals

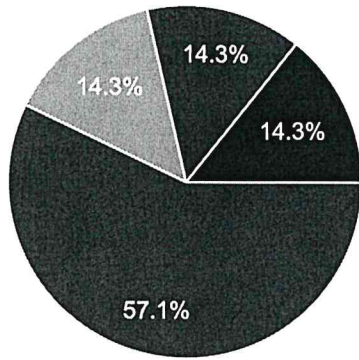
John Campbell

Charles Scott

Do you intend on running for re-election when you current term ends?

127

7 responses

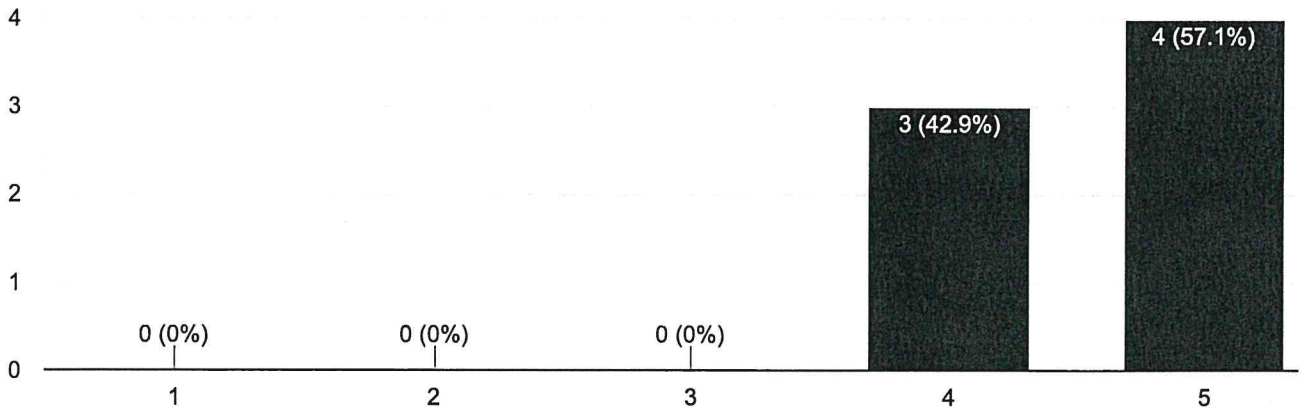


- Yes
- No
- Unsure
- Was just elected again. Will wait till closer to time to make decision.
- not sure

Board meetings

The board has sufficient time and opportunity to review the agenda and supporting materials before a board meeting.

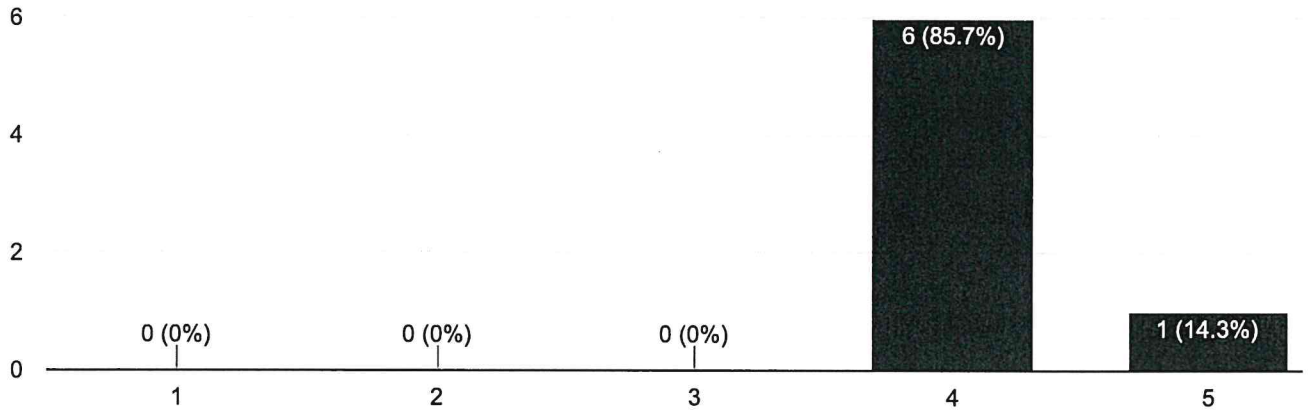
7 responses



The board encourages participation by each board member.

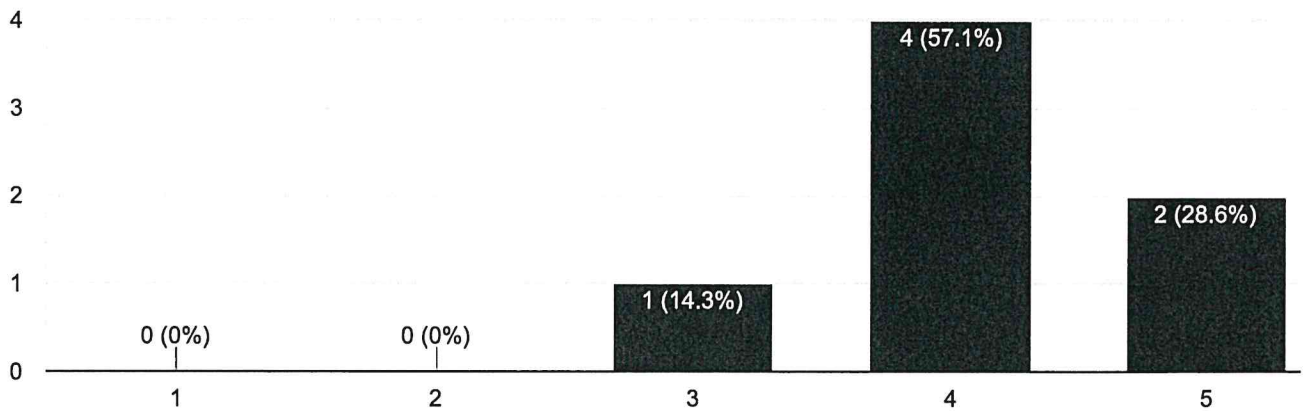
128

7 responses



Board members come to meetings prepared to focus on discussion issues and keep comments relevant and brief.

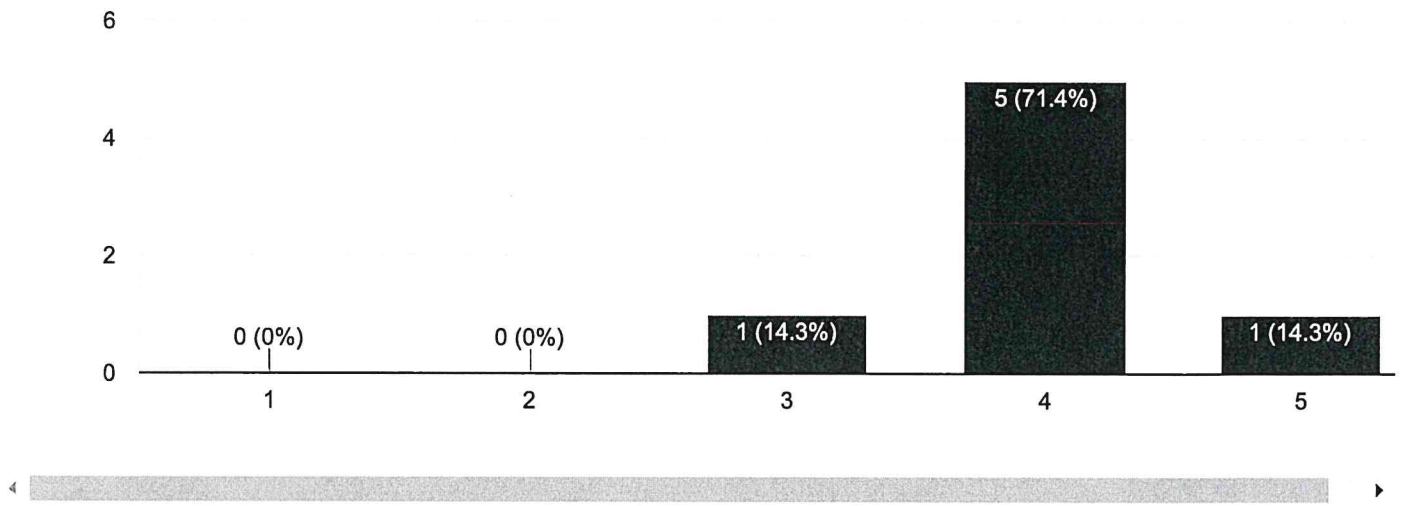
7 responses



All board members are routinely familiar with the agenda materials and are ready to discuss and decide important items.

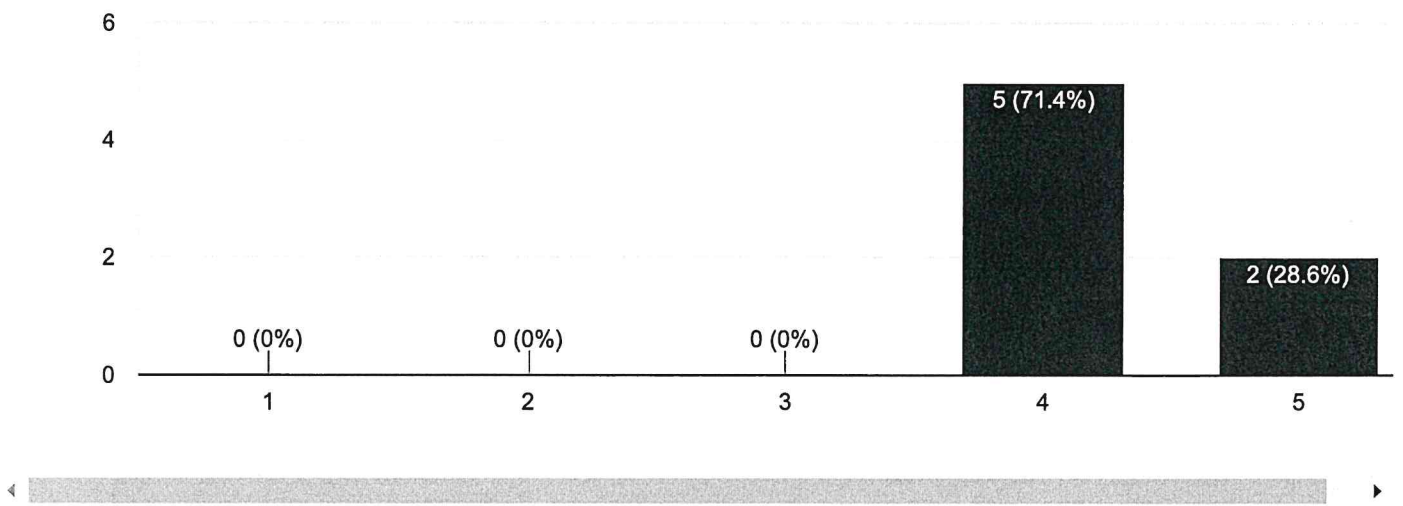
129

7 responses



Adequate background information on issues to come before the board is routinely provided in advance of the board meeting.

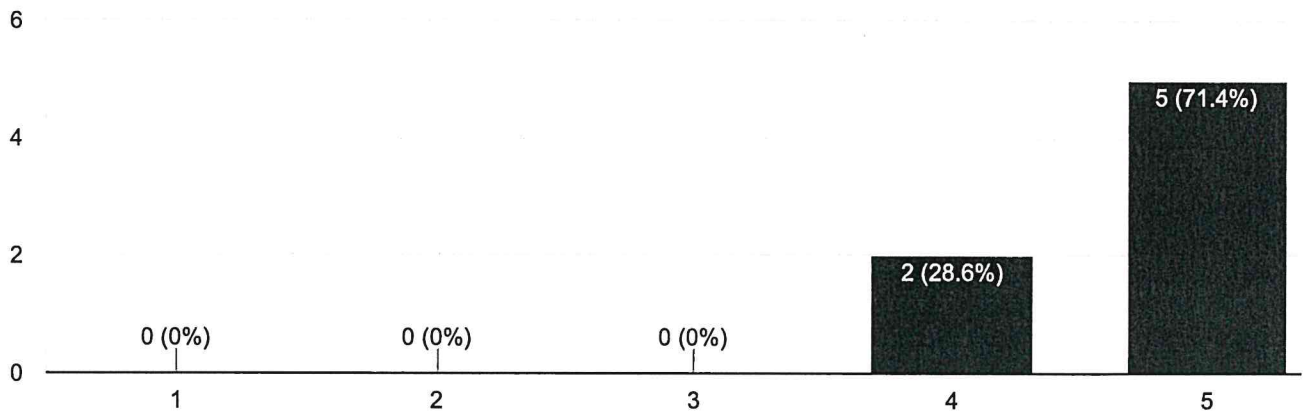
7 responses



The board weighs all decisions in terms of what is best for the students of the school system.

130

7 responses



Please provide feedback for any answer that you scored 2 or below.

0 responses

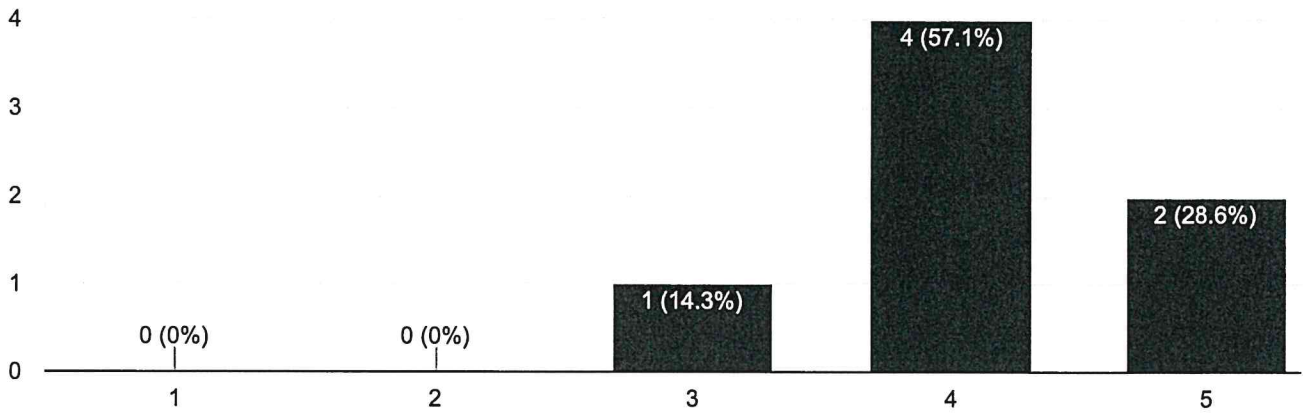
No responses yet for this question.

Team Building

The board is able to disagree on matters and still maintain an attitude of mutual respect and trust.

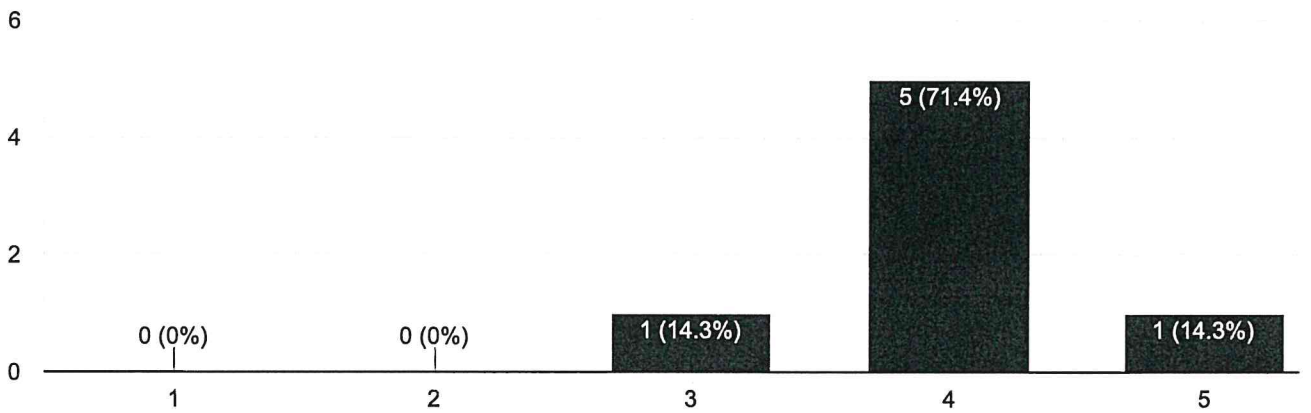
131

7 responses



The board is open and honest with each other.

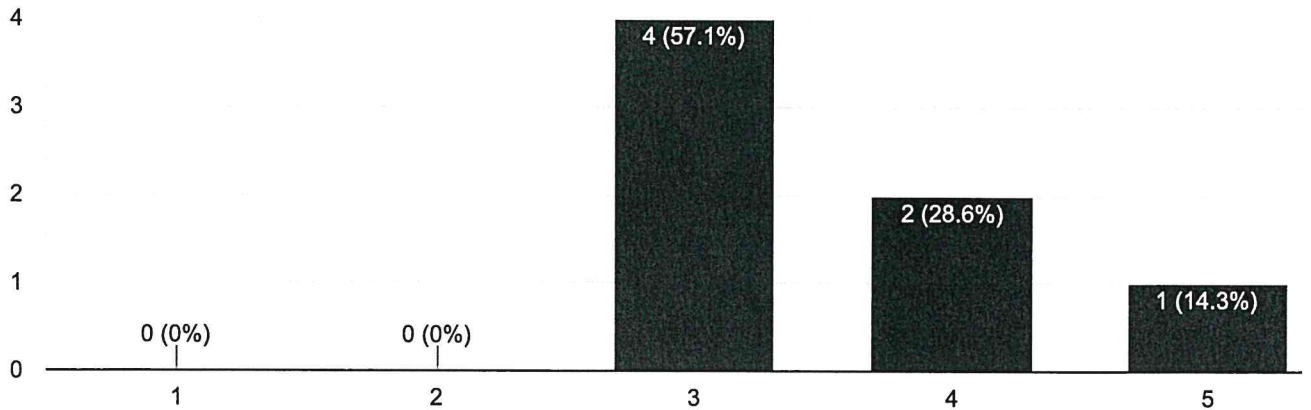
7 responses



The district has a planned program to orient newly-elected board members.

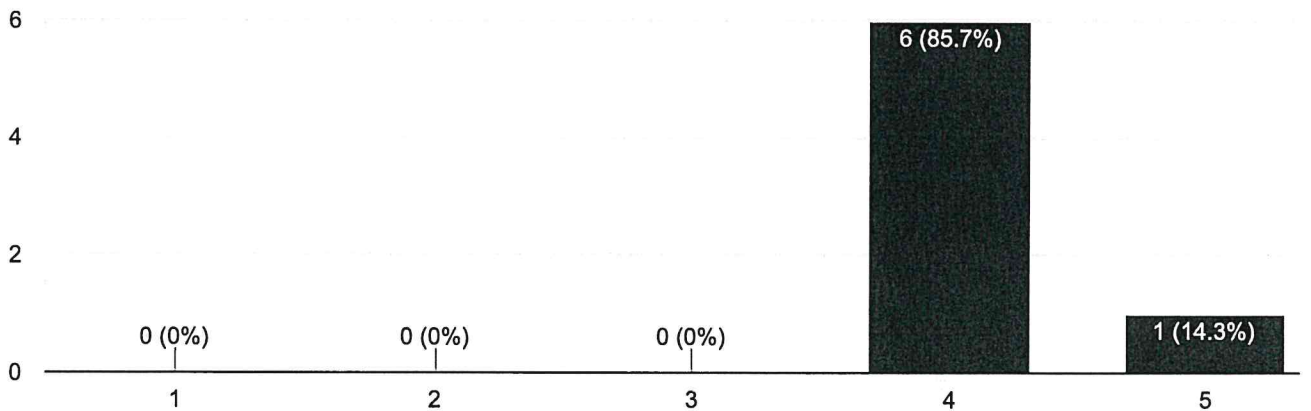
132

7 responses



Once a decision has been made, all members respect the decision and the board speaks with one voice.

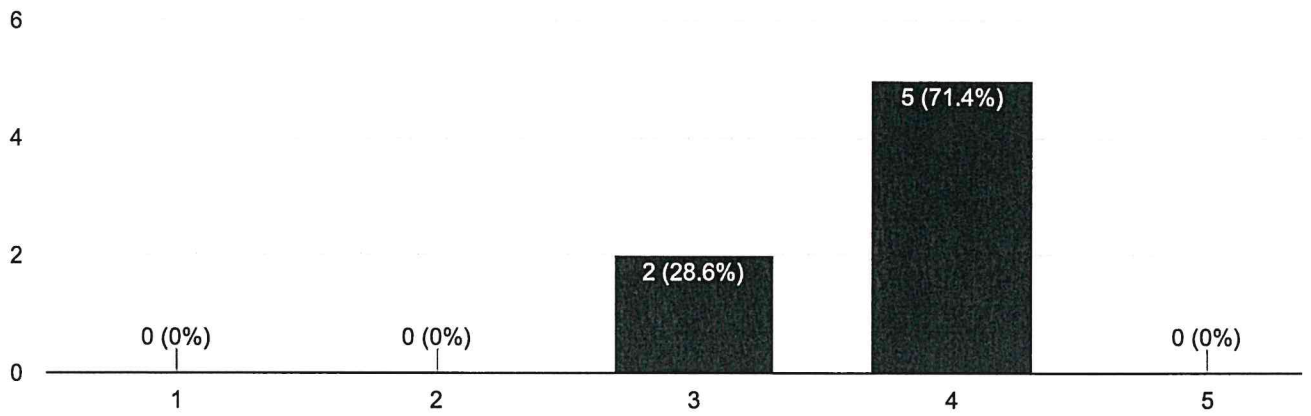
7 responses



Board members do not attempt to individually speak on behalf of the board or commit the board.

133

7 responses



Please provide feedback for any answer that you scored 2 or below.

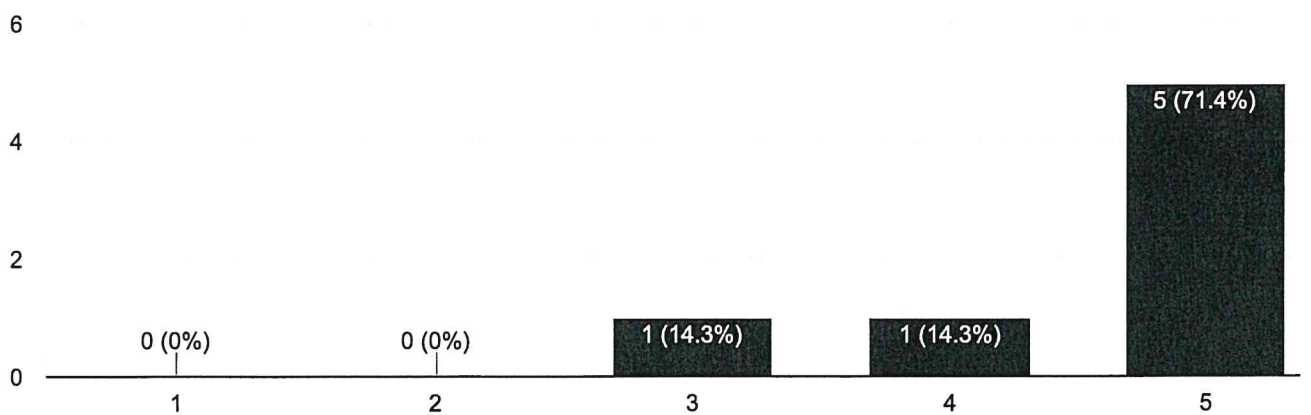
0 responses

No responses yet for this question.

Board/Superintendent/Staff Relations

The board and superintendent trust and respect one another.

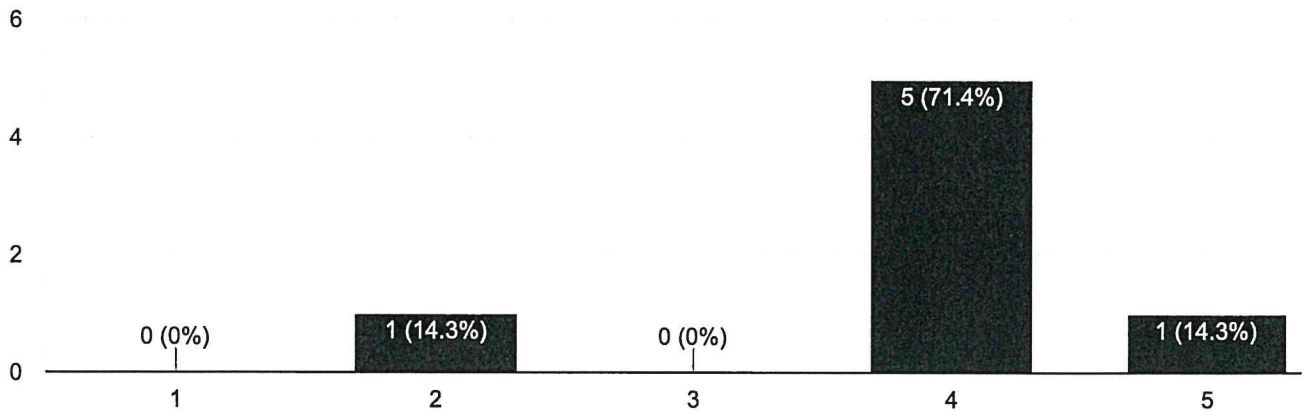
7 responses



Each member of the board understands and respects the distinction between the board's responsibilities and the superintendent's duties.

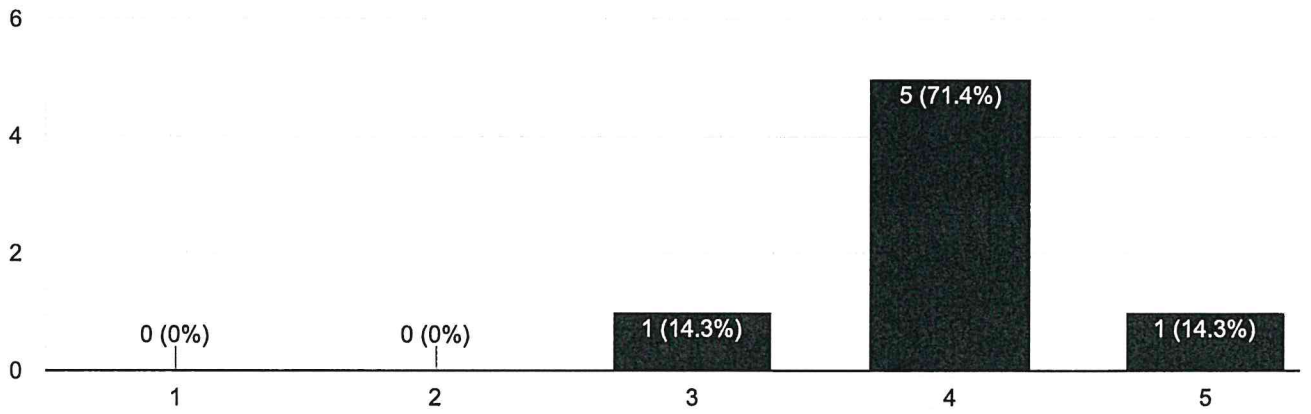
134

7 responses



Our board and superintendent agree on how complaints or concerns to board members should be handled.

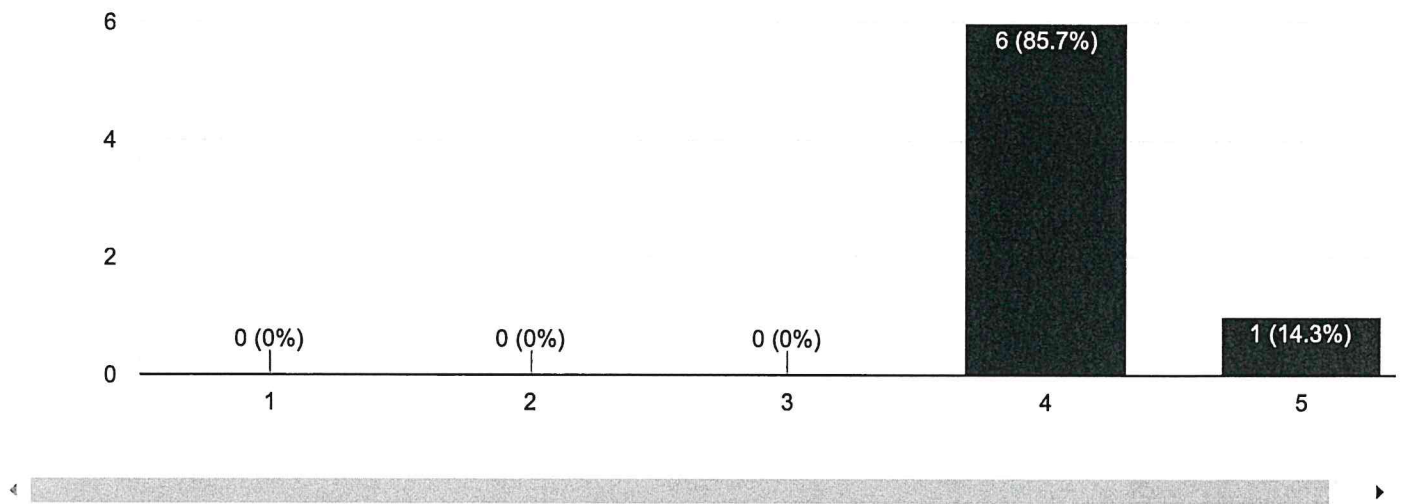
7 responses



Board members work to avoid surprises by sharing concerns or questions with the superintendent in advance of the board meeting.

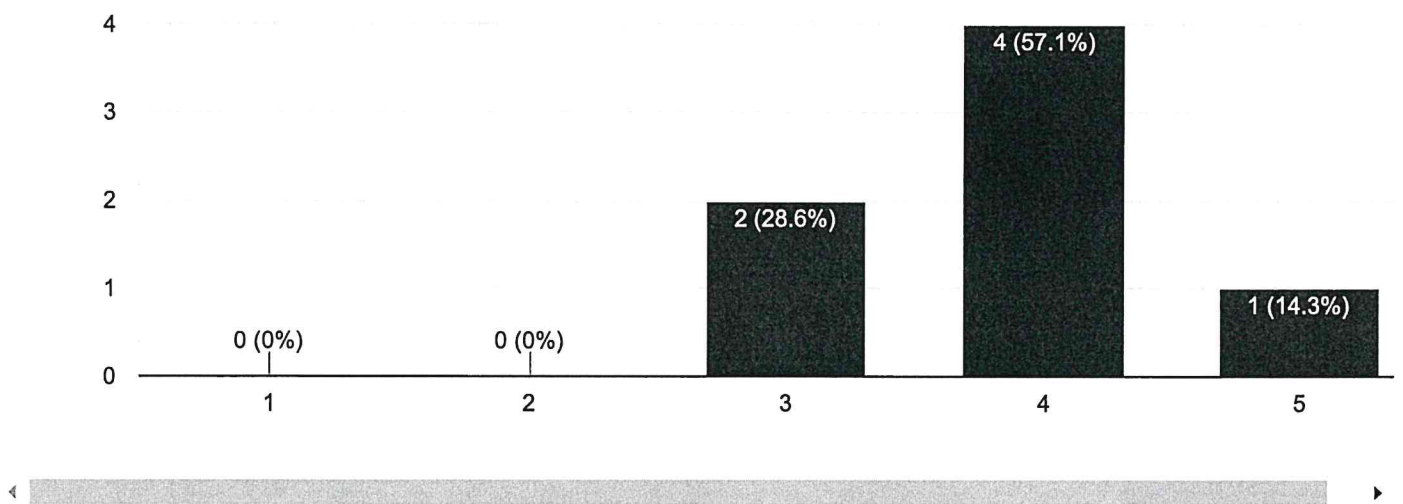
135

7 responses



The superintendent is given direction by the board as a whole rather than by individual members.

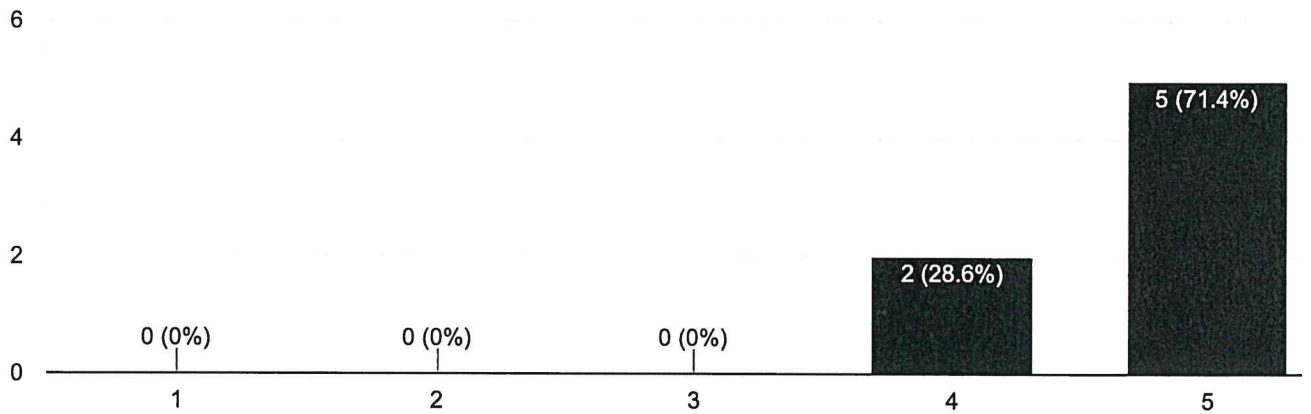
7 responses



The board recognizes staff accomplishments.

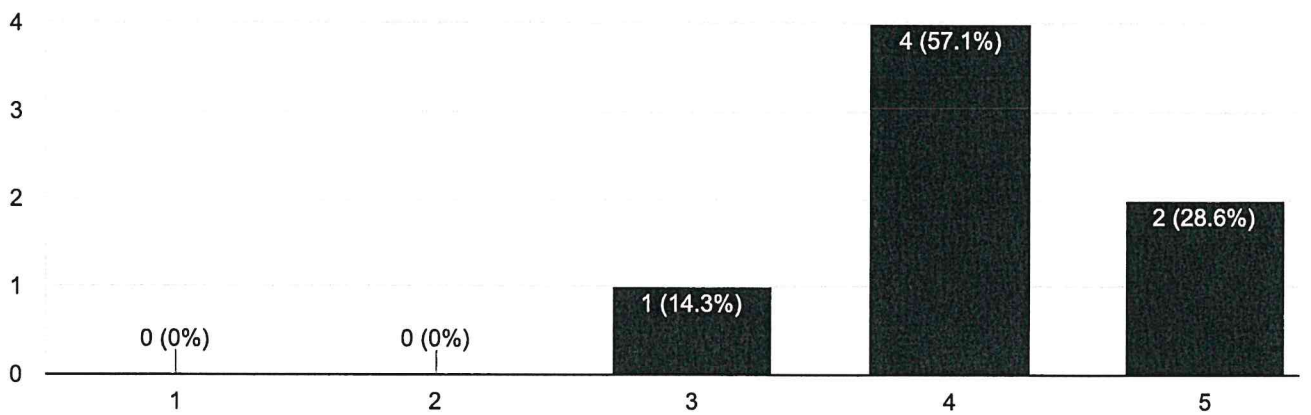
136

7 responses



Individual board members avoid making excessive personal requests from staff.

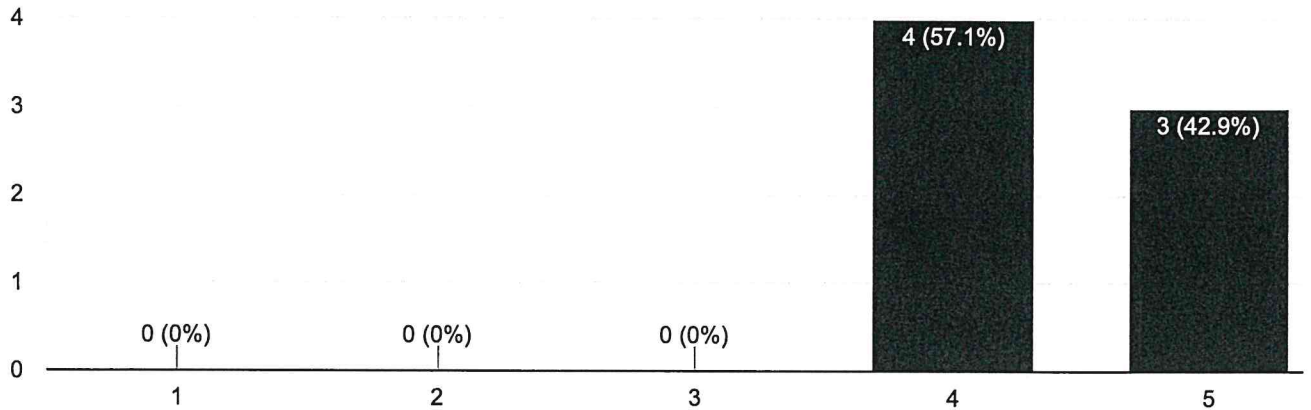
7 responses



Board members are respectful to other board members, administrators, staff, and visitors.

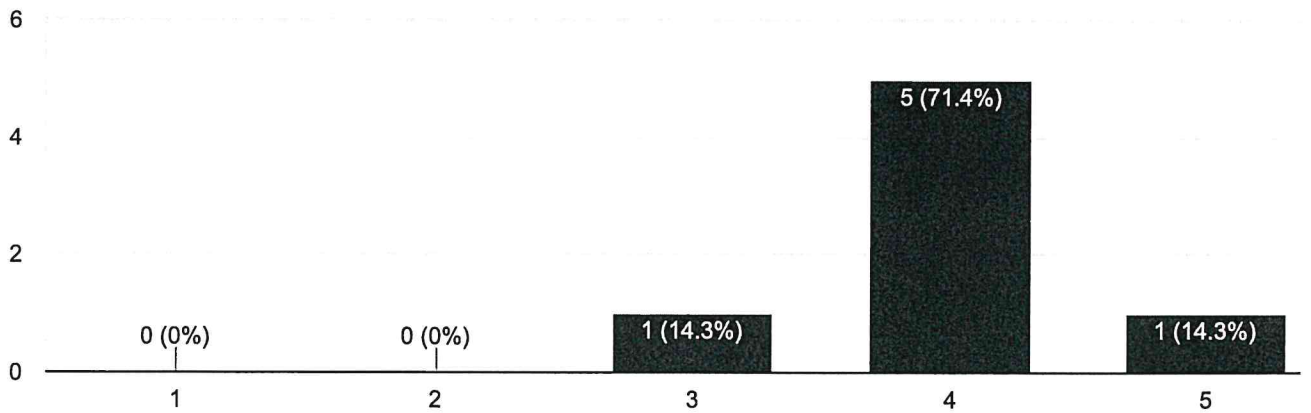
137

7 responses



Board members direct complaints and requests to the superintendent rather than attempting to solve them directly.

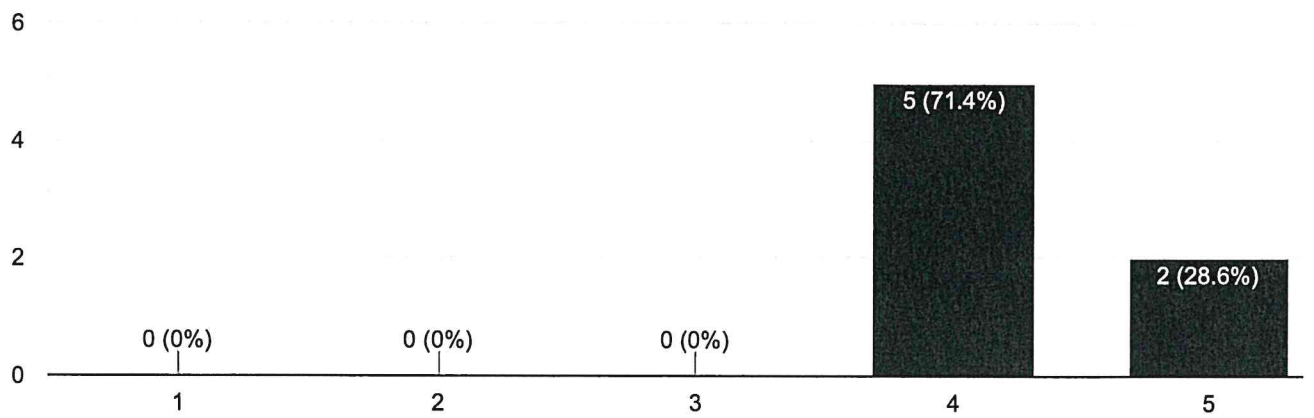
7 responses



The board ensures that an effective evaluation system is in place for the superintendent and all employees.

138

7 responses



Please provide feedback for any answer that you scored 2 or below.

0 responses

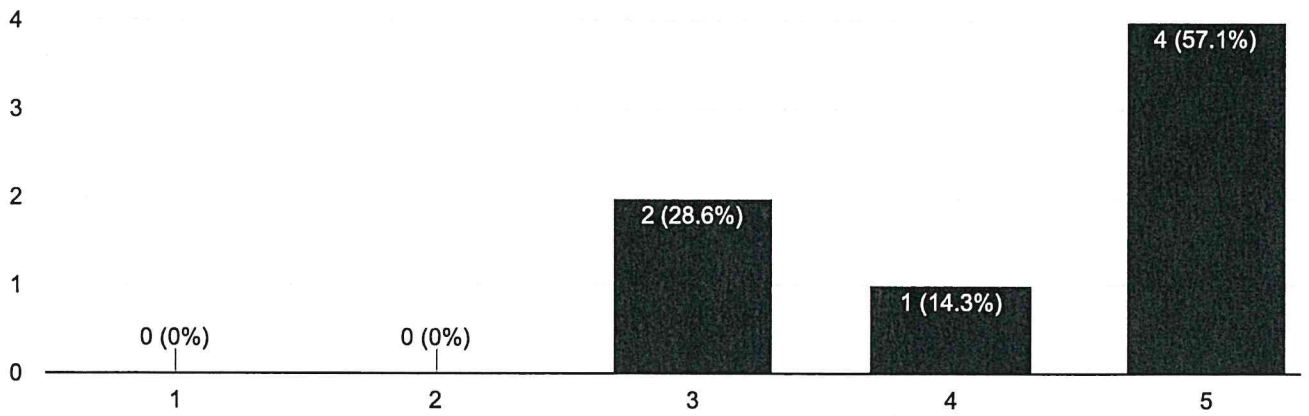
No responses yet for this question.

Vision/Planning

A vision/mission statement for the district exists and is periodically reviewed by the board and widely disseminated in the district.

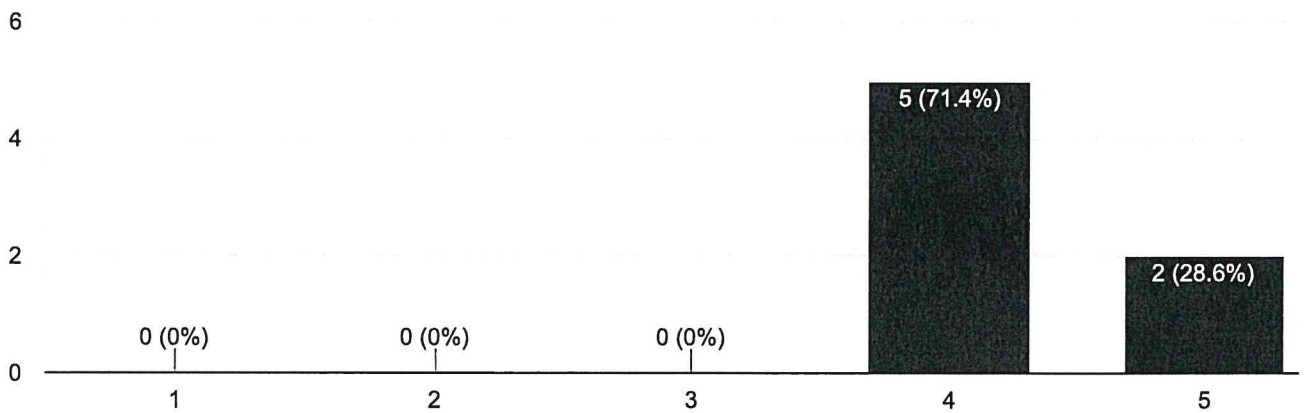
139

7 responses



The vision reflects community priorities.

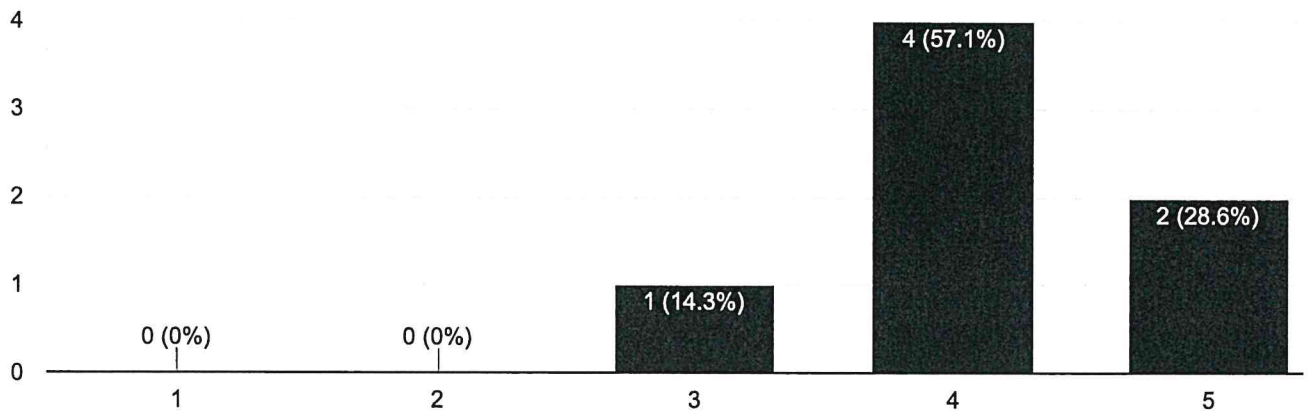
7 responses



Discussion of major items before the board routinely includes consideration of their impact on meeting district goals.

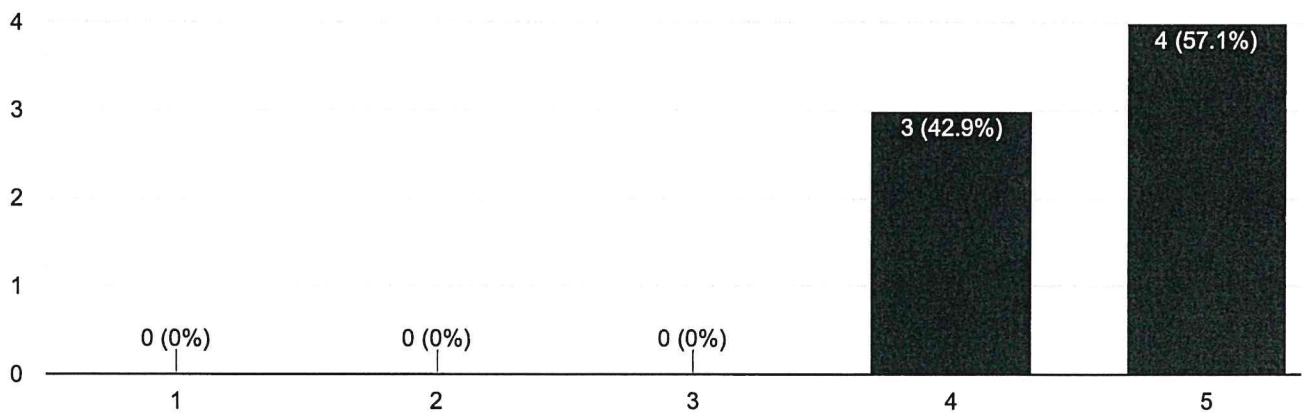
140

7 responses



The superintendent's evaluation considers how well the superintendent has addressed the district goals.

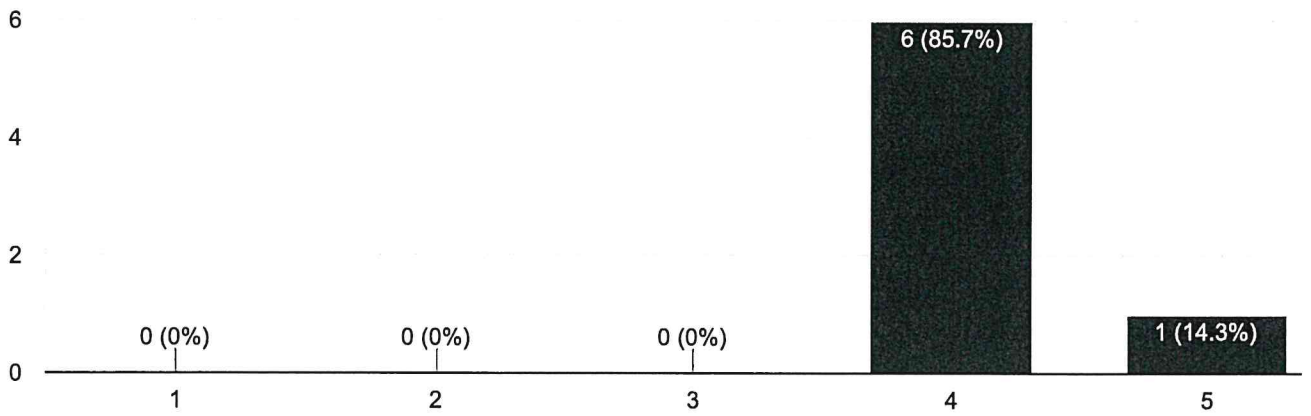
7 responses



The board emphasizes setting and monitoring district goals, instead of how staff should achieve these goals.

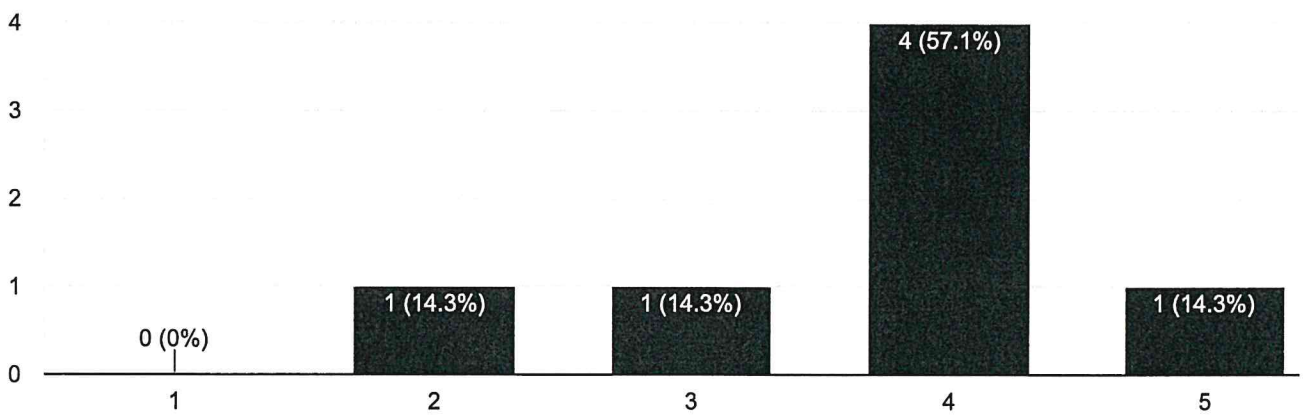
141

7 responses



The board does not get bogged down discussing operation details of the district or schools.

7 responses



Please provide feedback for any answer that you scored 2 or below.

0 responses

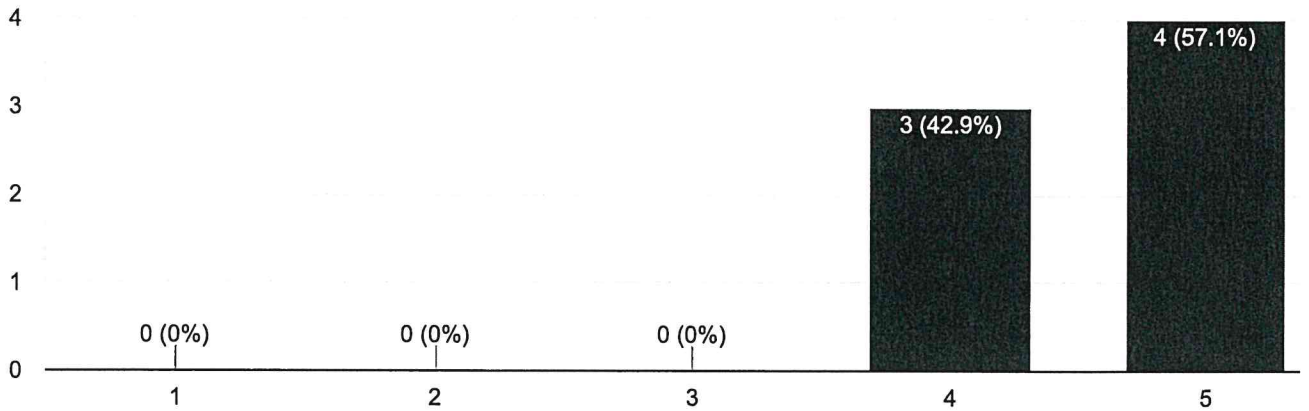
No responses yet for this question.

Board Policy

142

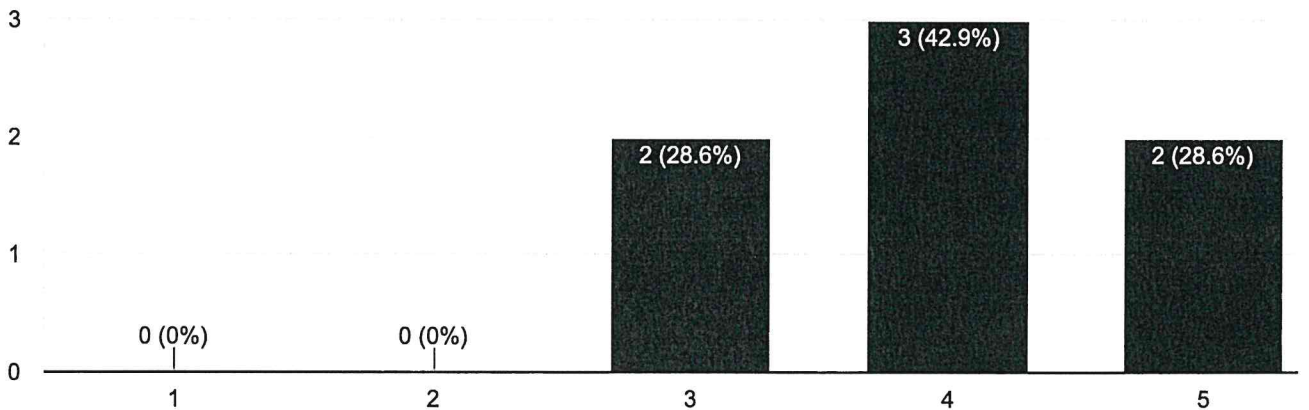
Our board sets policies needed for the operation of the school district.

7 responses



Before adopting a policy which affects them, our board actively seeks the input of employees, students, and community members.

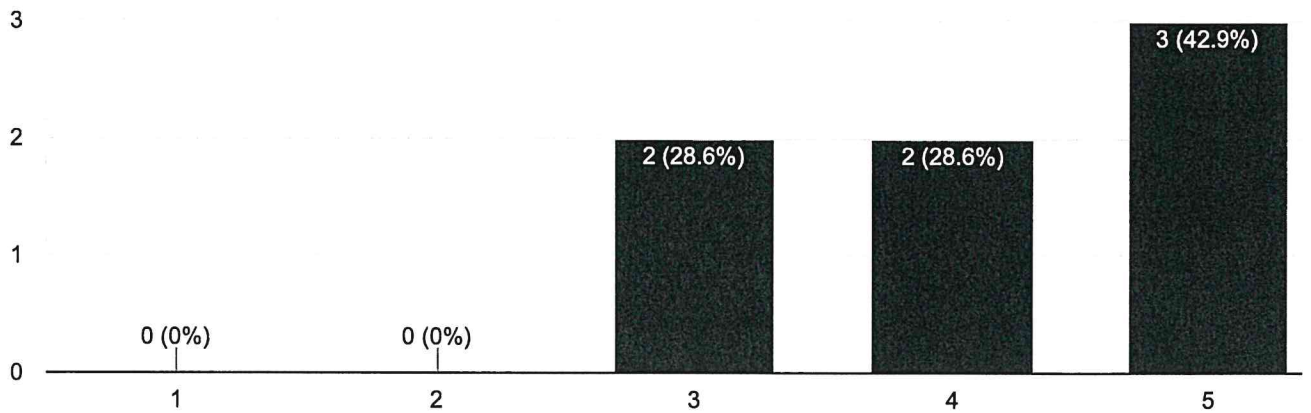
7 responses



Board policies are administered consistent with the intent of the policy.

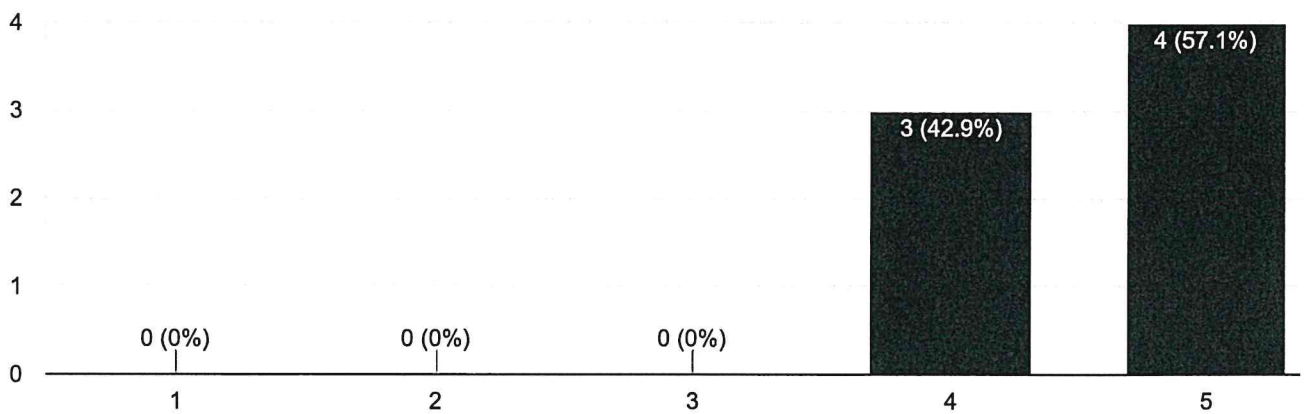
143

7 responses



The board has developed an ongoing system to review and update all policies annually.

7 responses



Please provide feedback for any answer that you scored 2 or below.

0 responses

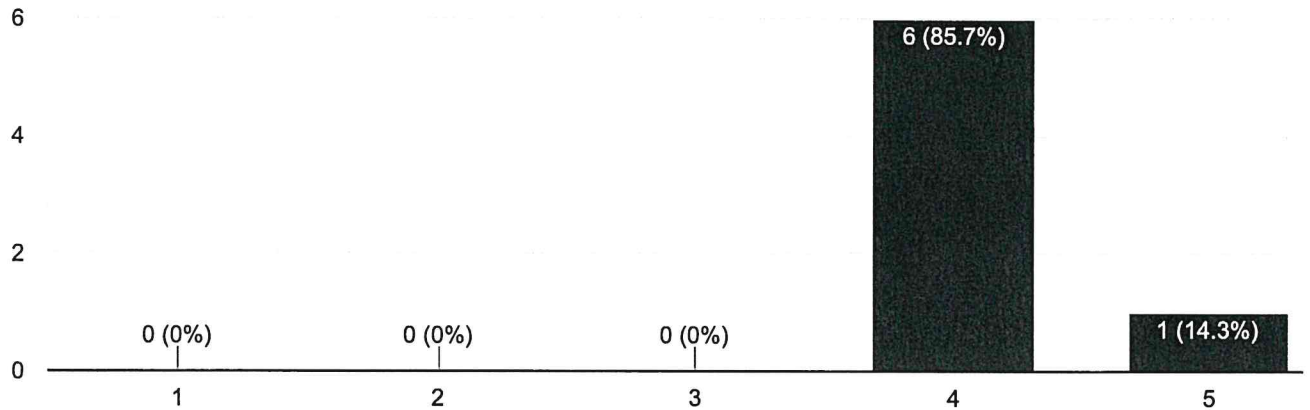
No responses yet for this question.

Student Achievement

The board holds itself ultimately responsible for high achievement by all students.

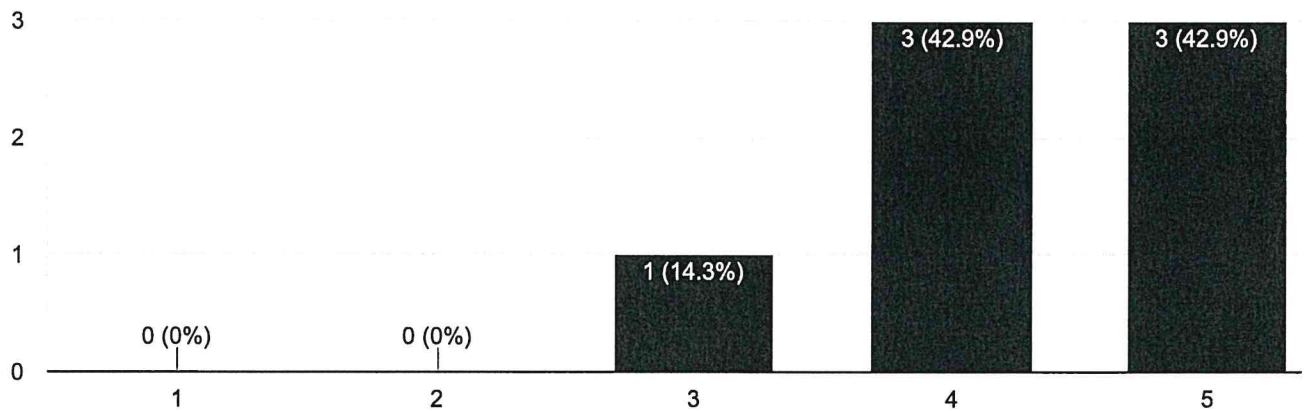
144

7 responses



The board regularly examines data to determine where achievement gaps exist and how much progress is being made to reduce those gaps.

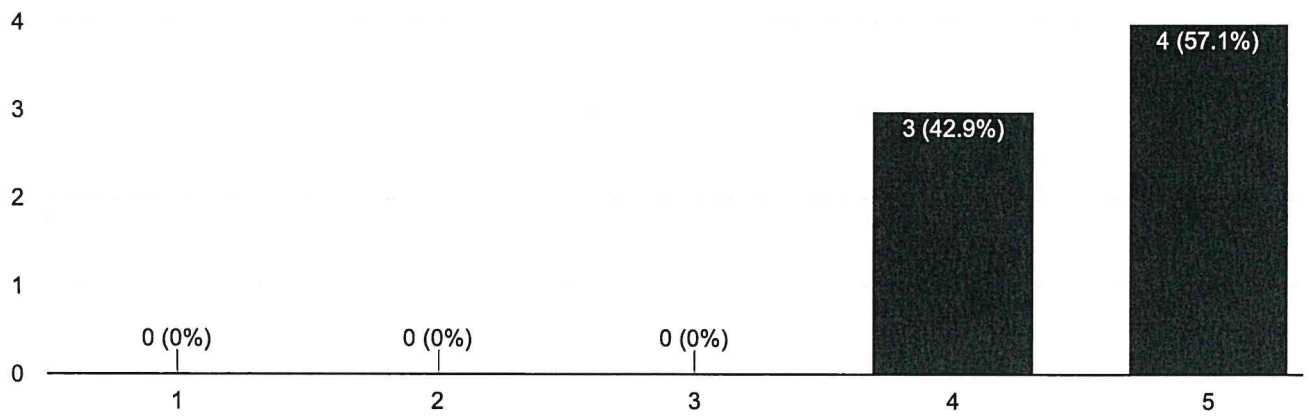
7 responses



The board provides a quality education program imposing high individual academic standards for each student.

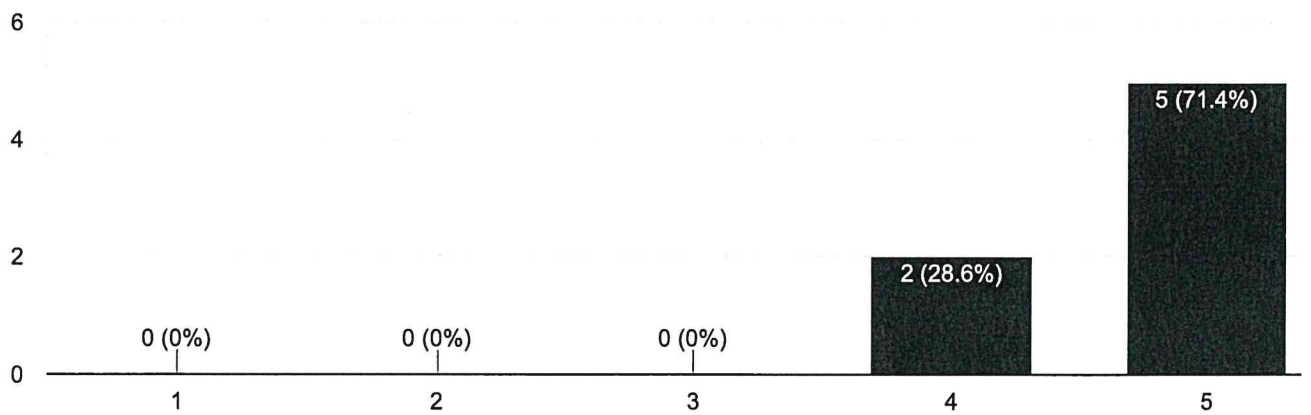
145

7 responses



Student academic performance is regularly presented to the board.

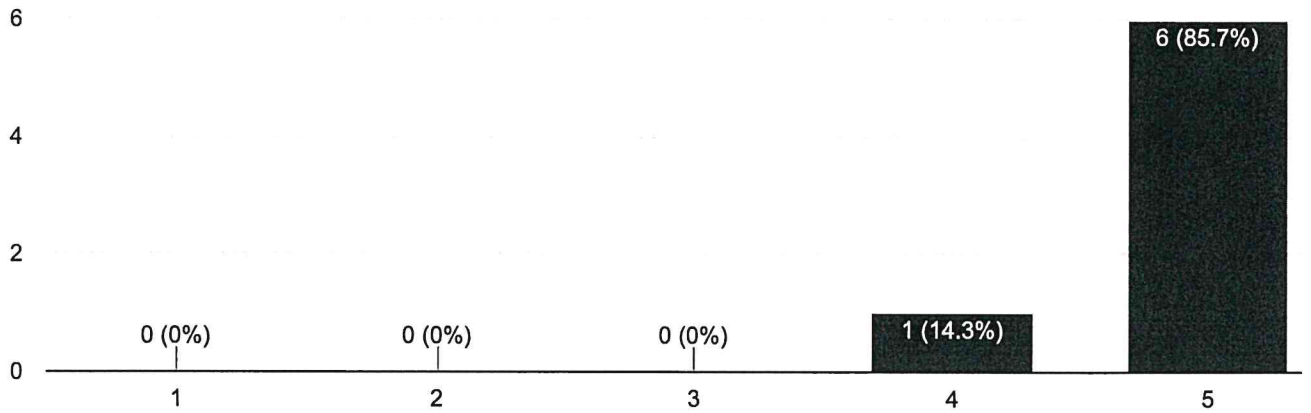
7 responses



The board regularly recognizes student accomplishments at board meetings.

146

7 responses



Please provide feedback for any answer that you scored 2 or below.

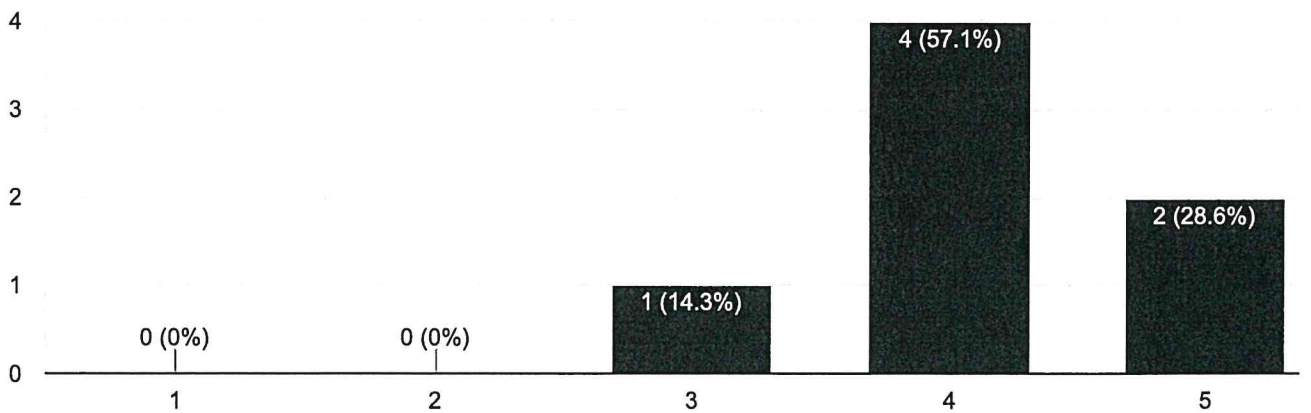
0 responses

No responses yet for this question.

Board/Community Relations

The board provides for involvement of the public in the operating of our schools.

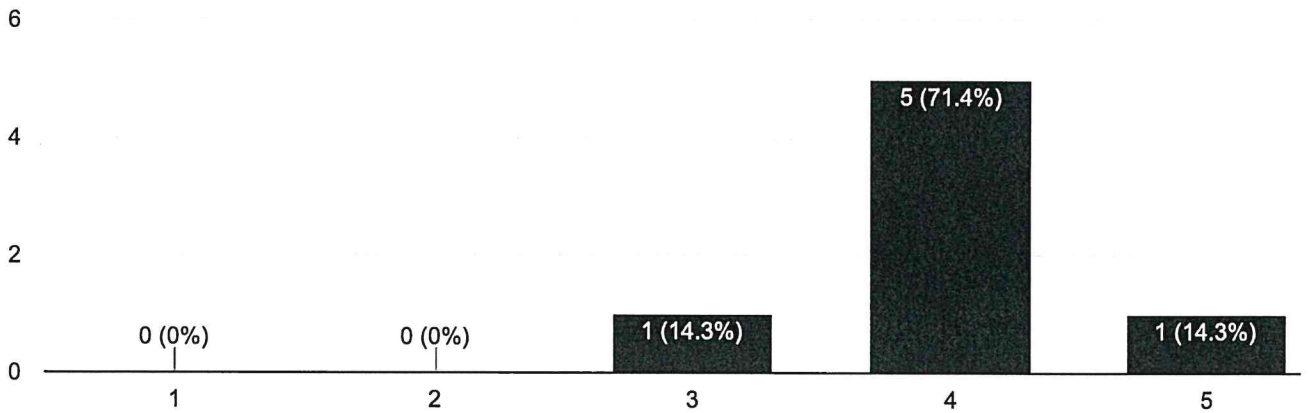
7 responses



Our board actively promotes the school district to the public.

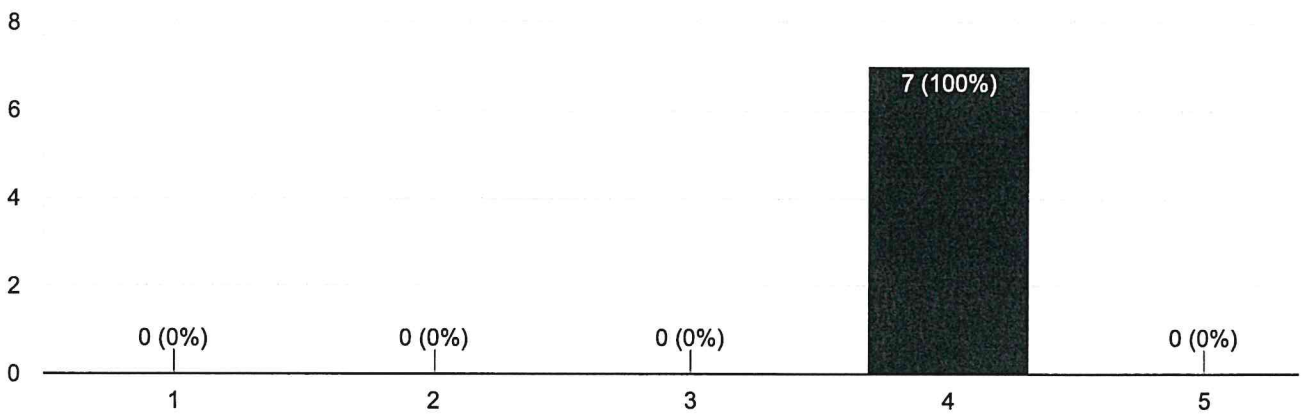
147

7 responses



Our school board is respected by the community.

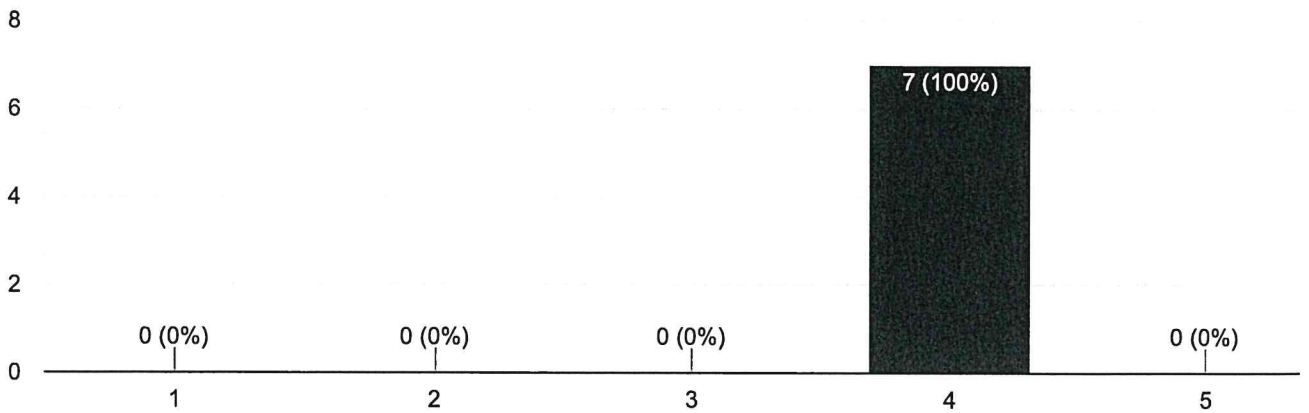
7 responses



Our board is accountable to the community.

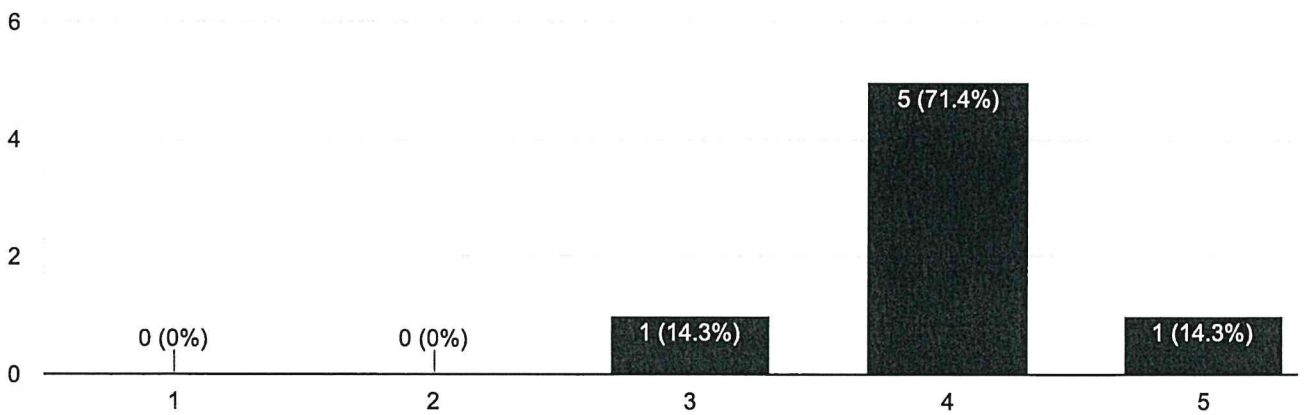
148

7 responses



The board refrains from committing to a position on an issue before all relevant facts are present.

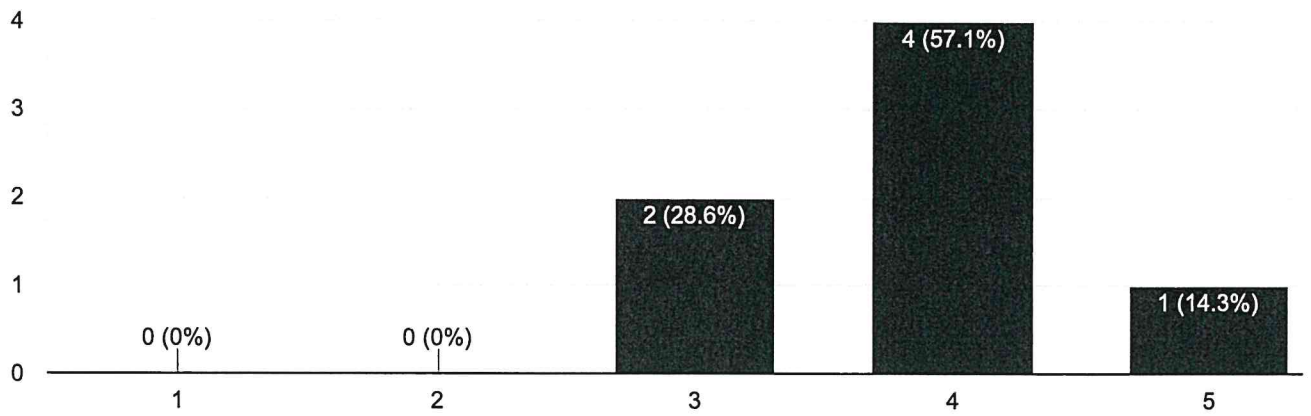
7 responses



Members of the board refrain from speaking for the board on issues on which the board has no official position.

149

7 responses



Please provide feedback for any answer that you scored 2 or below.

0 responses

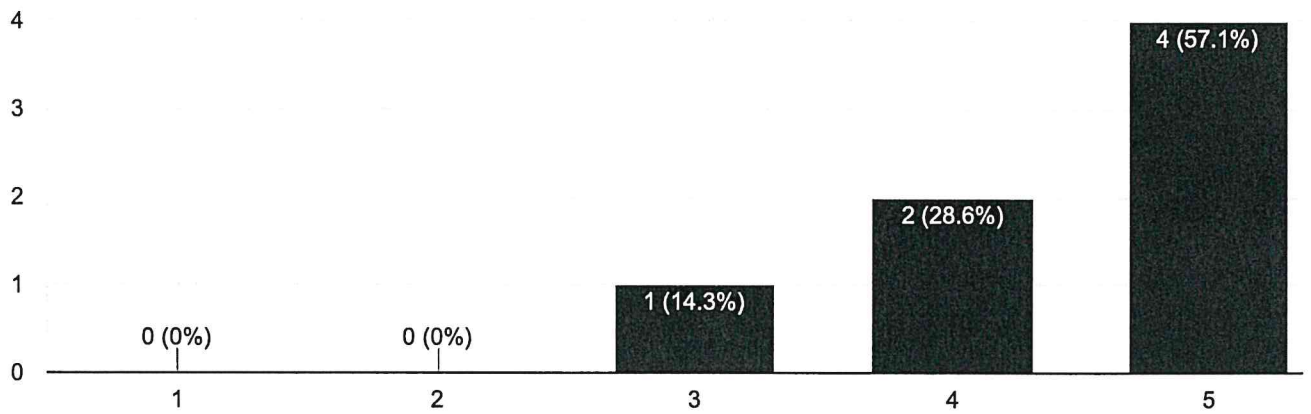
No responses yet for this question.

Advocacy

Our board understands the need to influence statewide legislation and works diligently to develop a positive relationship with local members of the General Assembly.

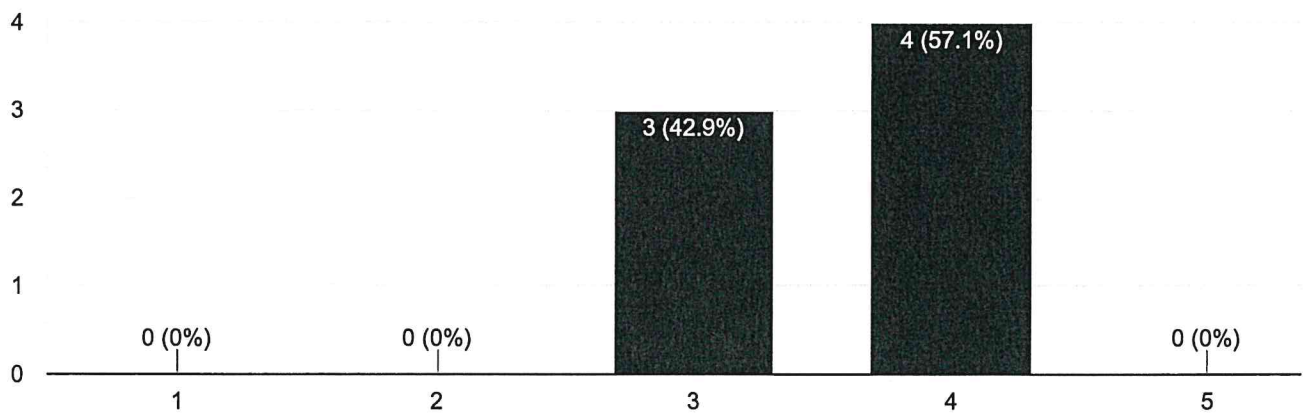
150

7 responses



Our board, collectively and individually, regularly contacts legislators regarding their position on important legislation.

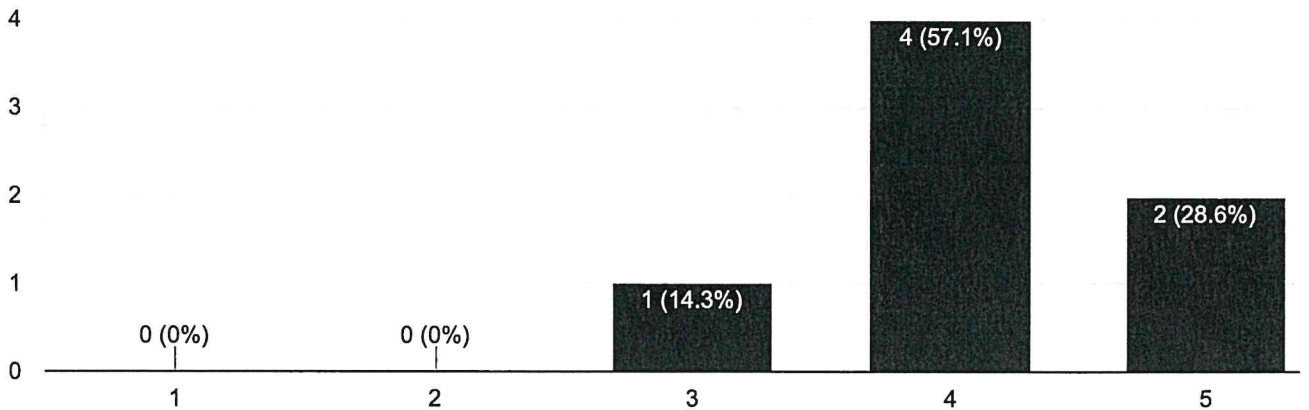
7 responses



Our board is represented at TSBA's Day on the Hill meeting.

151

7 responses



Please provide feedback for any answer that you scored 2 or below.

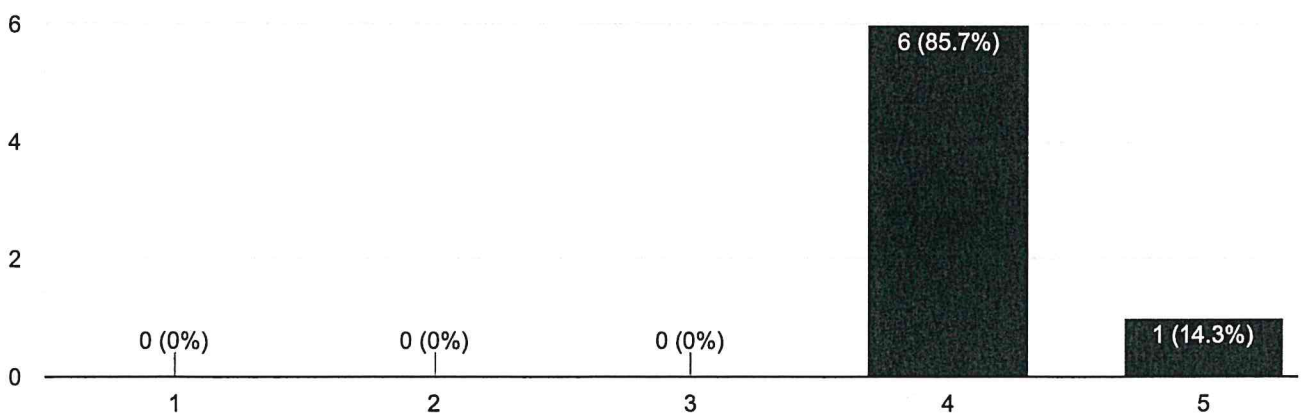
0 responses

No responses yet for this question.

Budget/Finance

The board understands the basic principles of school finance, including state, federal, and local sources of revenue.

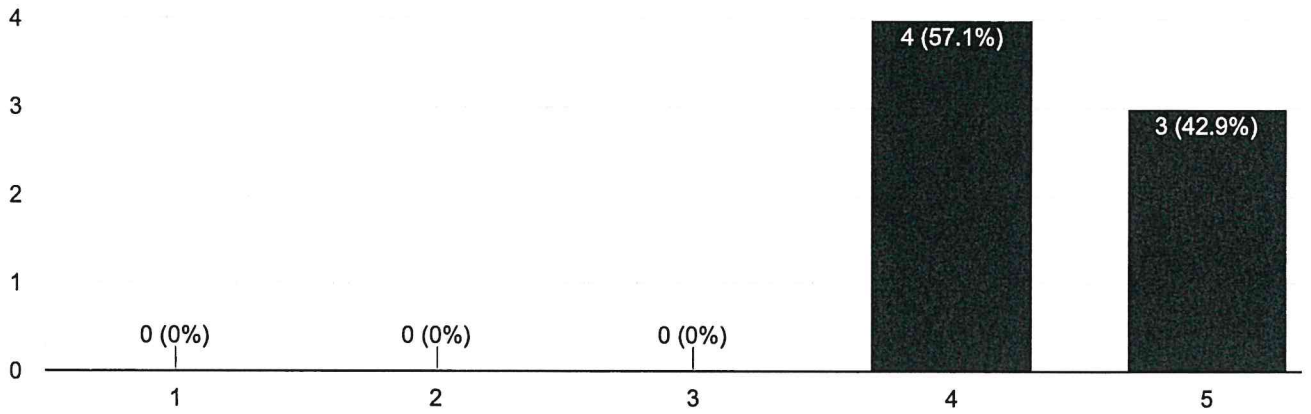
7 responses



The budget reflects the strategic plan and supports the district's goals and objectives for student achievement and citizenship.

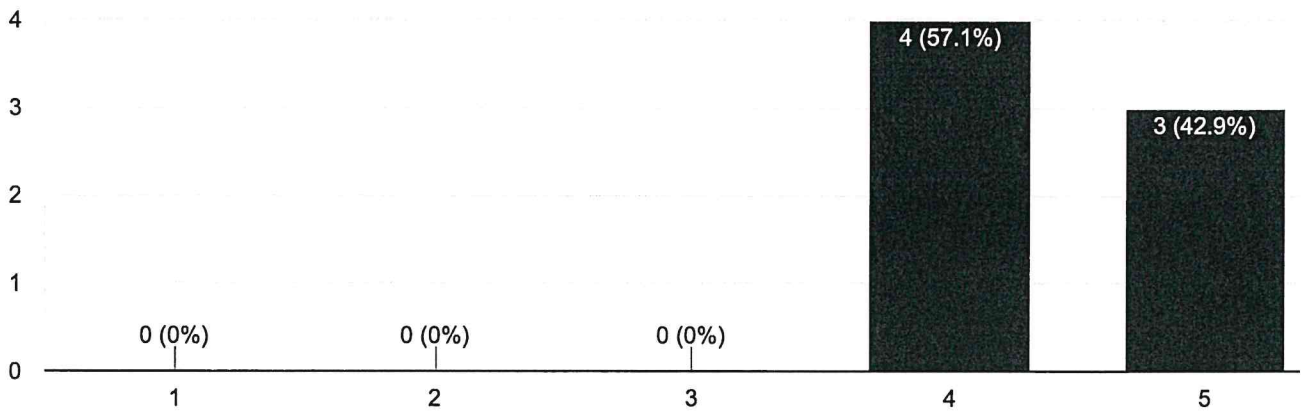
152

7 responses



The budget reflects the district's vision and mission.

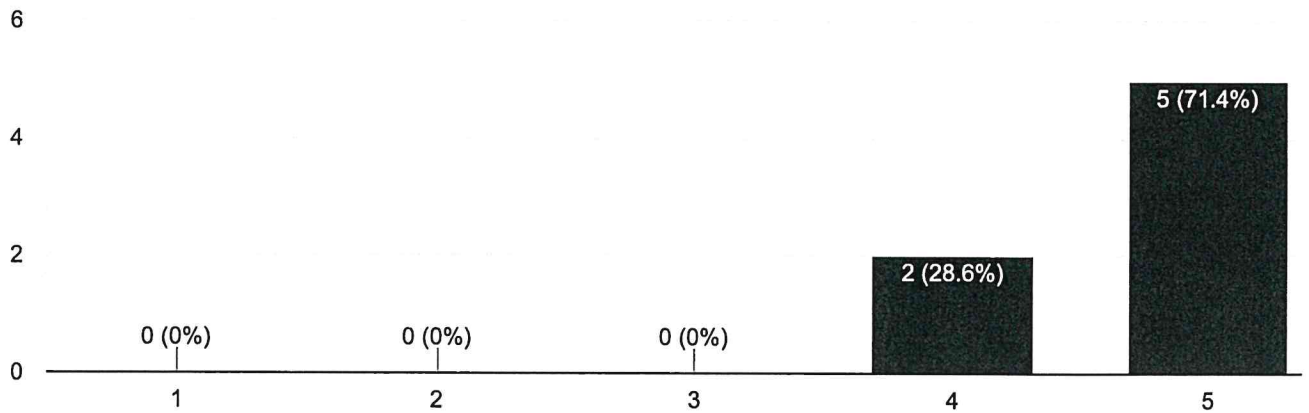
7 responses



The board requires proper accountability for the expenditure of school district funds.

153

7 responses



Please provide feedback for any answer that you scored 2 or below.

0 responses

No responses yet for this question.

Timestamp	Do you inte	The board l	The board €	Board mem	All board m	Adequate t	The board v	Please prov
2021/10/13	Yes	4	4	5	5	5	5	
2021/10/13	Was just el	4	4	4	4	4	5	
2021/10/13	Yes	5	4	5	4	4	5	
2021/10/13	Unsure	5	4	4	4	4	4	
2021/10/21	not sure	5	4	3	3	5	4	
2021/11/01	Yes	4	5	4	4	4	5	
2021/11/01	Yes	5	4	4	4	4	5	
		4.57	4.14	4.14	4.00	4.29	4.71	
		4.31						

Board meeting	4.31
Team building	3.91
Board/superintendent/staff relations	4.2
Vision/planning	4.19
Board policy	4.32
Student achievement	4.51
Board/community relations	4
Advocacy	4.05
Budget/finance	4.43

The board i	The board i	The district	Once a deci	Board mem	Please prov	The board a	Each memt	Our board a
4	4	3	4	4		5	4	4
4	4	3	4	4		4	4	4
5	5	4	5	4		5	5	4
3	3	3	4	3		3	4	4
4	4	3	4	3		5	2	3
4	4	4	4	4		5	4	4
5	4	5	4	4		5	4	5
4.14	4.00	3.57	4.14	3.71		4.57	3.86	4.00
3.91						4.2		

The vision r	Discussion i	The superir	The board €	The board €	Please prov	Our board €	Before ado	Board polic
4	4	5	4	4		5	5	5
4	4	4	4	4		4	3	3
5	4	5	4	5		5	5	5
4	4	4	4	3		4	3	3
5	5	5	5	2		5	4	4
4	3	4	4	4		4	4	4
4	5	5	4	4		5	4	5
4.29	4.14	4.57	4.14	3.71		4.57	4.00	4.14
						4.32		

The board I	Please prov	The board I	The board r	The board j	Student ac	The board r	Please prov	The board j
4		5	5	5	5	5		5
4		4	3	4	4	4		4
5		4	4	5	5	5		4
5		4	5	4	5	5		3
5		4	5	5	5	5		5
4		4	4	4	4	5		4
5		4	4	5	5	5		4
4.57		4.14	4.29	4.57	4.71	4.86		4.14
		4.51						4

Our board	Our school	Our board i	The board r	Members o	Please prov	Our board i	Our board,	Our board i
4	4	4	4	4	4	4	3	3
3	4	4	4	4	4	3	3	4
4	4	4	5	5	5	5	4	4
4	4	4	4	3	3	5	4	5
4	4	4	3	3	5	5	4	5
4	4	4	4	4	4	4	3	4
5	4	4	4	4	4	5	4	4
4.00	4.00	4.00	4.00	3.86		4.43	3.57	4.14
						4.05		

Please provide feedback for any answer that y

4	5	5	5
4	4	4	4
5	5	5	5
4	4	4	5
4	5	4	5
4	4	4	4
4	4	5	5
4.14	4.43	4.43	4.71
4.43			

You scored 2 or below.

2021 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, 2021**. 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. Beginning school year 2021-22, the department is formally reinstating LEA approval classifications as outlined in SBE Rule [0520-01-02-.01](#). 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: Gibson County Special School District

Director of Schools/Superintendent Name: Eddie Pruett

Director of Schools/Superintendent **Signature:**

School Board Chair Name: Tom Lannom

School Board Chair **Signature:**

Date of School Board Approval:

UPLOAD COMPLETED REPORT TO ePlan BY **NOVEMBER 30, 2021**

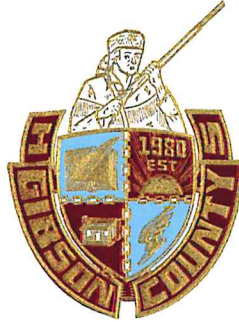
(including the corresponding corrective action plan if applicable).

Upload instructions are accessible [here](#).

GIBSON COUNTY HIGH SCHOOL

163

PRINCIPAL
James M. Hughes



P. O. Box 190
Dyer, Tennessee 38330
Phone (731) 692-3616

October 21, 2021

Mr. Eddie Pruett
Gibson County Special School District
130 Trenton Hwy
Dyer, TN 38330

Dear Mr. Eddie Pruett:

As principal of Gibson County High School, I would like to recommend Mr. Cody Finley and Mrs. Courtney Hudson for tenure in the Gibson County Special District. Mr. Finley and Mrs. Hudson have performed in a manner that is worthy of such a recommendation. I truly believe that if given tenure both will continue to perform and excel in their position and will be valuable assets to our school district.

Please contact me if you have any questions or need additional information.

Sincerely,

A handwritten signature in cursive script that reads "James M. Hughes".

Principal GCHS



Rutherford School

108 Know Street

P.O. Box 70

Rutherford, Tennessee 38369

Grades K – 8th

Mr. Jody Hinson, Principal

Phone: (731) 483-4006

Fax: (731) 665-6638

October 19, 2021

Mr. Eddie Pruett

Gibson County Special School District

130 Trenton Highway

Dyer, TN 38330

Dear Mr. Pruett,

As principal of Rutherford School, I would like to recommend Ms. Holland Brewer for tenure in the Gibson County Special School District. Ms. Brewer has performed her duties in a manner that is worthy of such a recommendation. I truly believe that if given tenure she will continue to perform and excel in her position and will be a true asset to our school district.

Please contact me if you have any questions or need additional information.

Sincerely,

A handwritten signature in blue ink that reads "Jody Hinson Ed.D." The signature is stylized and cursive.

Jody Hinson Ed.D

Rutherford School



South Gibson County Elementary School

100 Mt. Zion Road Medina, TN 38355
731.783.3660

Billy Carey, Principal
Margaret DeLoach, Assistant Principal
Kevin Painter, Assistant Principal



165

October 27, 2021

Mr. Eddie Pruett, Director
Gibson County Special School District
130 Trenton Highway
PO Box 60
Dyer, TN 38330

Dear Mr. Pruett,

As Principal of South Gibson County Elementary School, it is my honor to recommend Ms. Callie Craig for tenure in the Gibson County Special School District. Ms. Craig has completed all requirements and is worthy of receiving tenure.

If you have any questions or need additional information, please contact me.

Sincerely,

A handwritten signature in blue ink that reads "Billy Carey". The signature is fluid and cursive, with the first name being the most prominent.

Billy Carey, Principal
South Gibson County Elementary School

October 19, 2021

To the Gibson County Special School District Board of Trustees,

I would like to recommend Amy Powell for tenure in the GCSSD. She has met all requirements set forth by the State of Tennessee and GCSSD. Mrs. Powell began her work with our district in 2016 and has grown each year as a solid educator.

Sincerely,

Sharon Sewell, Principal

Yorkville School

Gibson County Board of Education			
Monitoring: Review: Annually, in April	Descriptor Term: Physical Examinations and Immunizations	Descriptor Code: 6.402	Issued Date: 01/14/21
		Rescinds: 6.402	Issued: 07/10/08

1 **PHYSICAL EXAMINATIONS¹**

2 The principal shall ensure that there is a complete physical examination of each student prior to:

- 3 1. Entering school for the first time² and
- 4
- 5 2. Participating as a member of any athletic team or in any other strenuous physical activity
- 6 program.³

7 Cost of the examination shall be covered by the parent/guardian of the student. These records shall be

8 on file in the principal's office.

9 Screening tests as required by the Tennessee Department of Education and the Department of Health

10 will be conducted. Parent(s)/guardian(s) will receive written notice of any screening result that indicates

11 a condition that might interfere with the student's progress. The school district will not conduct physical

12 examinations of a student without parental consent or by court order, unless the health or safety of the

13 student or others is in question.⁴

14 **IMMUNIZATIONS**

15 Students will not be permitted to attend school without proof of immunization as determined by the

16 Commissioner of Health unless circumstances outlined in state or federal law prevent a student from

17 producing such records.^{2,5} It is the responsibility of the parent(s)/guardian(s) to have their children

18 immunized and to provide such proof to the principal of the school which the student is to attend.⁵

19 Exceptions will be granted to any student whose parent/guardian files with school authorities a signed,

20 written statement that such measures conflict with the one of the following:

- 21 1. His/her religious tenets and practices if in the absence of an epidemic or immediate threat of an
- 22 epidemic;⁶ or
- 23
- 24 2. Due to medical reasons if the student has a written statement from his/her doctor excusing
- 25 him/her from the immunization.⁷

26 The Director of Schools shall ensure that appropriate immunization records are maintained for each

27 student.

Legal References

1. 20 USCA § 1232h(c)
2. TRR/MS 0520-01-03-.08(2)(a)
3. TRR/MS 0520-01-03-.08(2)(b)
4. Tennessee School Health Screening Guidelines,
https://www.tn.gov/content/dam/tn/education/csh/csh_school_health_screening_guidelines.pdf
5. TCA 49-6-5001(a),(c)
6. TCA 49-6-5001(b)(2)
7. TCA 49-6-5001(c)(2)

Cross References

Promoting Student Welfare 6.400

Gibson County Board of Education			
Monitoring: Review: Annually, in April	Descriptor Term: Physical Examinations and Immunizations	Descriptor Code: 6.402	Issued Date:
		Rescinds:	Issued:

1 **PHYSICAL EXAMINATIONS¹**

2 The principal shall ensure that there is a complete physical examination of each student prior to:²

- 3 1. Entering school for the first time; and
- 4
- 5 2. Participating as a member of any athletic team or in any other strenuous physical activity
- 6 program.

7 Cost of the examination shall be covered by the parent/guardian of the student. These records shall be
8 on file in the principal's office.

9 Screening tests as required by the Tennessee Department of Education and the Department of Health
10 will be conducted. Parent(s)/guardian(s) will receive written notice of any screening result that indicates
11 a condition that might interfere with the student's progress. The school district will not conduct physical
12 examinations of a student without parental consent or by court order, unless the immediate health or
13 safety of the student or others is in question.³

14 **IMMUNIZATIONS**

15 Students will not be permitted to attend school without proof of immunization as determined by the
16 Commissioner of Health unless circumstances outlined in state or federal law prevent a student from
17 producing such records. It is the responsibility of the parent(s)/guardian(s) to have their children
18 immunized and to provide such proof to the principal of the school which the student is to attend.⁴

19 Exceptions will be granted to any student whose parent/guardian files with school authorities a signed,
20 written statement that such measures conflict with the one of the following:

- 21 1. His/her religious tenets and practices if in the absence of an epidemic or immediate threat of an
22 epidemic. This exemption will continue to be an option in the event of a COVID-19 or any
23 variant outbreak;⁵ or
- 24
- 25 2. Due to medical reasons if the student has a written statement from his/her doctor excusing
26 him/her from the immunization.⁶

27 The Director of Schools shall ensure that appropriate immunization records are maintained for each
28 student.

Legal References

1. 20 USCA § 1232h(c)
2. TRR/MS 0520-01-13-.01(1)(a)
3. Tennessee School Health Screening Guidelines, https://www.tn.gov/content/dam/tn/education/csh/csh_school_health_screening_guidelines.pdf; 20 USCA § 1232h(c)(2)(C)
4. TCA 49-6-5001(a),(c)
5. TCA 49-6-5001(b)(2); Public Acts of 2021, Chapter No. 513
6. TCA 49-6-5001(c)(2)

Cross References

Promoting Student Welfare 6.400

Dyer School Surplus

Inventory #	Item Description
112683	Laptop
110773	Laptop
109016	Laptop

SGCES Surplus
November 2021

Mobile cart units surplussed due to age.

112573

112583

112575

112560

112558

112580

112572

114020

112559

112579

112565

112566

112563

112564

112574

112569

112582

112567

112584

112562

112568

112577

112581

The following two laptops have been replaced and need to be surplusd.

Inventory #

110917

109982

Kevin Painter
Assistant Principal
South Gibson County Middle School

Yorkville Surplus Items

Library – Laptop – Age

112986 112988 112881 112882 112972 112973 112974 112975 112977 112978 112979
 112980 112981 112983 112984 112985 112987 112990 112991 112992 112993 114006
 114007 114008 114009 114010 114011 114012

Library Desktop Computers – Age

110705 110706 110737 110738 110744 110747 110806 110807 110808 110832 110833
 110834 110835 110836 110837 110838 110839 110840 110841 110842 110843

Abbott – Sped Desktop Computers – Age

900047 900048 900049 900050 900051 900052

PreK

112343 – Laptop – Age

115103 – Desktop – Age

Office

112376 – Desktop – Phyllis – Age

Turner

103342 – TV Stand – Age

Dabbs – Desktop - Age

114679 114680 114681



South Gibson County Elementary School

100 Mt. Zion Road Medina, TN 38355
731.783.3660

Billy Carey, Principal
Margaret DeLoach, Assistant Principal
Kevin Painter, Assistant Principal



Mrs. Cunningham,

South Gibson County Elementary School need to surplus a caterpillar climber from our Pre-K playground area. It has been damaged and now poses a risk to children who might play on it. Per Mrs. Deloris Wilson, this item is associated with budget code 141-73400-790. Thank you.

Respectfully,

Kevin Painter

GCHS Surplus

8/1/21 - 10/29/21

Transaction Dispose Report

Dispose Date		User Name Ditto, Becky					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
114151	Desktop Bytespeed 2017	2017-12-7673	695.00	11/28/2017			Age

Dispose Date		User Name Ditto, Becky					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112820	Desktop	2017-03-5985	625.00	3/23/2017			Age

Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
114205	Laptop Lenovo L570	MP1C9V52	726.85	1/11/2018			Age

Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112970	Laptop Lenovo L570	MP-19XB3J	742.13	7/17/2017			Age

Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
114210	Laptop Lenovo L570	MP1C9V5Y	726.85	1/11/2018			Age

Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112887	Laptop Lenovo L570	MP19XB27	742.13	7/17/2017			Age

Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112967	Laptop Lenovo L570	MP-19X530	742.13	7/17/2017			Age

Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112957	Laptop Lenovo L570	MP-19XB1V	742.13	7/17/2017			Age

Transaction Dispose Report

Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
114216	Laptop Lenovo L570	MP1C9V63	726.85	1/11/2018			Age
Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
114206	Laptop Lenovo L570	MP1C9V5A	726.85	1/11/2018			Age
Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
114200	Laptop Lenovo L570	MP1C9V65	726.85	1/11/2018			Age
Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
114194	Laptop Lenovo L570	mp1c9v4r	726.85	1/11/2018			Age
Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
114199	Laptop Lenovo L570	MP1C9V5U	726.85	1/11/2018			Age
Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
114217	Laptop Lenovo L570	MP1C9V64	726.85	1/11/2018			Age
Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112335	Laptop	R9-0JRZ89	720.89	2/16/2016			Age
Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112494	Laptop	MP-144TUP	696.32	8/19/2016			Age

Transaction Dispose Report

Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112976	Laptop Lenovo L570	MP-19XJQC	742.13	7/17/2017			Age
Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112961	Laptop Lenovo L570	MP-19XB3G	742.13	7/17/2017			Age
Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
114215	Laptop Lenovo L570	MP1C9V4X	726.85	1/11/2018			Age
Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
114195	Laptop Lenovo L570	mp1c9v5c	726.85	1/11/2018			Age
Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
114212	Laptop Lenovo L570	MP1C9V5T	726.85	1/11/2018			Age
Dispose Date		User Name Parchman, Kary					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
098128	Washer	GF972204G					Age
Dispose Date		User Name Parchman, Kary					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
098129	Dryer	5D713249A					Age
Dispose Date		User Name Parchman, Kary					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
099864	Tablet iPad - A1395	DMPK12VF182	399.00	11/15/2012			Age

Transaction Dispose Report

Dispose Date		User Name					
9/3/2021		Parchman, Kary					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
106704	Free Standing Freezer	HG172557					Age
Dispose Date		User Name					
9/3/2021		Parchman, Kary					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
107928	Document Camera	SNX300100890804		3/10/2011			Age
Dispose Date		User Name					
9/3/2021		Parchman, Kary					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
109176	HoverCam	141-00024390	299.99	2/11/2016			Age
Dispose Date		User Name					
9/3/2021		Parchman, Kary					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
109804	Scanner	U63099L2S102217	177.00	7/22/2013			Age
Dispose Date		User Name					
9/3/2021		Parchman, Kary					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110581	PRINTER - LASER JET	VND3F79051		10/1/2014			Age
Dispose Date		User Name					
9/3/2021		Parchman, Kary					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110932	LCD BrightLink 585wi	UHV550336L	1,401.00	8/21/2015			Age
Dispose Date		User Name					
9/3/2021		Parchman, Kary					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112323	LCD BrightLink 585wi	UHV550336L	1,401.00	2/4/2016			Age
Dispose Date		User Name					
9/3/2021		Parchman, Kary					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
113306	Document Camera - HoverCam	SL816110019596D9		3/9/2017			Age

Transaction Dispose Report

Dispose Date							User Name	
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason	
114156	LCD BrightLink 685wi	X28Y760212L	1,355.00	10/17/2017			Age	
Dispose Date							User Name	
9/3/2021							Parchman, Kary	
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason	
114827	LCD BrightLink 685wi	X28Z8602043	1,382.00	8/15/2018			Age	
Dispose Date							User Name	
9/3/2021							Parchman, Kary	
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason	
115271	LCD BrightLink 685wi	X28Z8600628	1,382.00	8/16/2018			Age	
Dispose Date							User Name	
9/3/2021							Parchman, Kary	
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason	
115365	HoverCam	SL8P190700560290D	349.00	8/27/2019			Age	
Dispose Date							User Name	
9/3/2021							Parchman, Kary	
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason	
117843	Document Camera	SL8P190302640E8BC-R					Age	
Dispose Date							User Name	
10/11/2021							Ditto, Becky	
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason	
99865	Tablet iPad - A1395	DMPK19RHF182		11/15/2012			Age	
Dispose Date							User Name	
10/18/2021							Ditto, Becky	
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason	
110916	Laptop	R9-0GTPUU	657.68	8/14/2015			Age	
Dispose Date							User Name	
10/26/2021							Ditto, Becky	
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason	
112889	Laptop Lenovo L570	MP19XA1H	742.13	7/17/2017			Age	

Transaction Dispose Report

Dispose Date		User Name					
10/28/2021		Ditto, Becky					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110503	Laptop	PF-034K6Z	504.62	8/27/2014			Age
Dispose Date		User Name					
10/28/2021		Ditto, Becky					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110645	Laptop	PF-034K5P	504.62	8/27/2014			Age
Dispose Date		User Name					
10/28/2021		Ditto, Becky					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112383	Laptop	MP-10DFVC	720.89	6/23/2016			Age
Dispose Date		User Name					
10/28/2021		Ditto, Becky					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112963	Laptop Lenovo L570	MP-19XA0Q	742.13	7/17/2017			Age
Dispose Date		User Name					
10/28/2021		Ditto, Becky					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112960	Laptop Lenovo L570	MP-19X53X	742.13	7/17/2017			Age

Dyer School Surplus

Inventory #	Item Description
109426	Desktop
110626	Desktop
110630	Desktop
110627	Desktop
110624	Desktop
110629	Desktop
110628	Desktop
112284	Desktop
110730	Desktop
110719	Desktop
110731	Desktop
110732	Desktop
110733	Desktop
110718	Desktop

Surplus Items – Kenton Elementary School

November 2021

The following items need to be surplused due to lack of repair and/or outdated hardware

Item	Tag Number	Disposal Reason
Laptop	112295	Outdated
HP Laser Jet Printer	107219	Not printing
Tower	112640	Outdated

South Gibson County High School

Transaction Dispose Report

Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
109965	Laptop	PF-059WP	560.59	11/12/2013			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
109966	Laptop	PF-059X6	560.59	11/12/2013			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
109967	Laptop	PF-059ZM	560.59	11/12/2013			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
109968	Laptop	PF-0FV8B	560.59	11/12/2013			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
109969	Laptop	PF-05A79	560.59	11/12/2013			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
109970	Laptop	PF-059T9	560.59	11/12/2013			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110322	Laptop	MP-4XEP9	702.00	1/10/2014			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110412	Desktop ByteSpeed 2014	2014-05-1932	699.00	6/4/2014			Age

Transaction Dispose Report

Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110413	Desktop ByteSpeed 2014	2014-05-1933	699.00	6/4/2014			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110417	Desktop ByteSpeed 2014	2014-05-1938	699.00	6/4/2014			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110418	Desktop ByteSpeed 2014	2014-05-1931	699.00	6/4/2014			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110419	Desktop ByteSpeed 2014	2014-05-1939	699.00	6/4/2014			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110420	Desktop ByteSpeed 2014	2014-05-1930	699.00	6/4/2014			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110421	Desktop ByteSpeed 2014	2014-05-1935	699.00	6/4/2014			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110696	Laptop	PF-03NUFN	588.00	1/8/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110829	Laptop	RP-0GQVFT	657.68	8/5/2015			Age

Transaction Dispose Report

Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112338	Laptop	R9-0JRZ8D	720.89	2/16/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110367	Laptop	PF00QACL	580.66				Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110116	HoverCam	NE3140003823386					Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110721	Desktop	6MN2B42	479.00	3/11/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110723	Desktop	6MNX942	479.00	3/11/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112205	Desktop	2015-09-4824	625.00	10/14/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112206	Desktop	2015-09-4816	625.00	10/14/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112207	Desktop	2015-09-4819	625.00	10/14/2015			Age

Transaction Dispose Report

Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112208	Desktop	2015-09-4818	625.00	10/14/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112209	Desktop	2015-09-4810	625.00	10/14/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112210	Desktop	2015-09-4811	625.00	10/14/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112211	Desktop	2015-09-4813	625.00	10/14/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112212	Desktop	2015-09-4812	625.00	10/14/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112213	Desktop	2015-09-4821	625.00	10/14/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112214	Desktop	2015-09-4825	625.00	10/14/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112215	Desktop	2015-09-4817	625.00	10/14/2015			Age

Transaction Dispose Report

Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112216	Desktop	2015-09-4823	625.00	10/14/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112219	Desktop	2015-09-4826	625.00	10/14/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112220	Desktop	2015-09-4815	625.00	10/14/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112221	Desktop	2015-09-4820	625.00	10/14/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112222	Desktop	2015-09-4809	625.00	10/14/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112306	Refurb Desktop	2010-06-3186	350.00	6/7/2010			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112312	Desktop	2016-01-1643	625.00	1/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112316	Desktop	2016-01-1639	625.00	1/14/2016			Age

Transaction Dispose Report

Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112506	Desktop	2016-07-2015	625.00	7/21/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112507	Desktop	2016-07-2013	625.00	7/21/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112508	Desktop	2016-07-2027	625.00	7/21/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112509	Desktop	2016-07-2035	625.00	7/21/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112510	Desktop	2016-07-2030	625.00	7/21/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112511	Desktop	2016-07-2025	625.00	7/21/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
117854	LCD BrightLink 685wi	X28Z7100196	1,382.00	8/16/2018			Age
Dispose Date		User Name Parchman, Kary					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
117921	Lenovo Mini	MJ0CZ966	660.00	8/18/2020			Other

Transaction Dispose Report

Dispose Date		User Name Parchman, Kary					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
117922	Lenovo Mini	MJ0CZ94B	660.00	8/18/2020			Other
Dispose Date		User Name Parchman, Kary					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
099664	Audio / Video	W84283	364.24				Lost
Dispose Date		User Name Parchman, Kary					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
107370	Audio / Video	see list on file	3,782.80				Age
Dispose Date		User Name Parchman, Kary					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
117771	Lenovo Mini	MJ09S8TT	469.00	2/26/2020			Damaged
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
107465	Printer	SCNDX322788	798.99				Age
Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112503	Laptop	MP-144TUH	696.32	8/19/2016			Age
Dispose Date		User Name Owens, Alisha					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110891	Laptop	R9-0GTPVV	657.68	8/6/2015			Age
Dispose Date		User Name Parchman, Kary					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
107448	Printer	SCNB9X37690	244.00	8/10/2009			Age
109443	Printer	CNCFF2D1B9	527.04	5/8/2013			Age

Transaction Dispose Report

Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112456	Desktop	2016-07-2009	625.00	7/21/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
099971	Laptop	MP-10DFXX	720.89	6/22/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110772	Laptop	R9-0FDE57	657.68	2/10/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
107880	LCD	MSFF020623L	542.00	9/7/2010			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112274	Laptop	R9-0HZCPG	657.68	11/30/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112379	Laptop	MP-10DFUY	720.89	6/23/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112271	Laptop	R9-0HZCPM	657.68	11/30/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110734	Laptop	R9-0FH44L	657.68	4/15/2015			Age

Transaction Dispose Report

Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
099981	Desktop	MJPFLZH	250.00	3/7/2017			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110914	Laptop	R9-0GTPUY	657.68	8/14/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110892	Laptop	R9-0GTPVH	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112412	Laptop	MP-10DDPG	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110900	Laptop	R9-0GTPVP	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110255	Laptop	R9-0GTPVM	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112410	Laptop	MP-10DDP8	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112404	Laptop	MP-10DDNV	720.89	6/14/2016			Age

Transaction Dispose Report

Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112450	Laptop	MP-10DBJT	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112395	Laptop	MP-10DBQE	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110887	Laptop	R9-0GTPVG	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110903	Laptop	R9-0GTPV4	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112400	Laptop	MP-10DBM9	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110929	Laptop	R9-GTPVR	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112402	Laptop	MP-10DDMW	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110897	Laptop	R9-0GTPV9	657.68	8/6/2015			Age

Transaction Dispose Report

Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112415	Laptop	MP-10DDNT	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110890	Laptop	R9-0GTPVJ	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112389	Laptop	MP-10DDPE	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112393	Laptop	MP-10DBKC	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112397	Laptop	MP-10DBL8	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110906	Laptop	R9-0GTPVF	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112409	Laptop	MP-10DDNF	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110901	Laptop	R9-0GTPVE	657.68	8/6/2015			Age

Transaction Dispose Report

Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110886	Laptop	R9-0GTPVQ	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110896	Laptop	R9-0GTPVT	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110541	Laptop	R9-0GTPV7	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110904	Laptop	R9-0GTPVU	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112394	Laptop	MP-10DRXF	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112392	Laptop	MP-10DDNC	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110885	Laptop	R9-0GTPV5	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112388	Laptop	MP-10DDN8	720.89	6/14/2016			Age

Transaction Dispose Report

Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112399	Laptop	MP-10DDPX	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110888	Laptop	R9-0GTPVB	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110678	Laptop	R9-0GTPV8	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110905	Laptop	R9-0GTPVC	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110899	Laptop	R9-0GTPVW	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112406	Laptop	MP-10DDNJ	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112449	Laptop	MP-10DBJX	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112414	Laptop	MP-10DDP1	720.89	6/14/2016			Age

Transaction Dispose Report

Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110894	Laptop	R9-0GTPVD	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112398	Laptop	MP-10DDPM	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110895	Laptop	R9-0GTPVN	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110889	Laptop	R9-0GTPVX	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110928	Laptop	R9-0GTPVA	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112403	Laptop	MP-10DBKG	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112408	Laptop	MP-10DBL5	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112401	Laptop	MP-10DDPA	720.89	6/14/2016			Age

Transaction Dispose Report

Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112405	Laptop	MP-10DDN1	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110679	Laptop	R9-0GTPVS	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112413	Laptop	MP-10DBK9	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112390	Laptop	MP-10DBNJ	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
112391	Laptop	MP-10DFWC	720.89	6/14/2016			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110902	Laptop	R9-0GTPVK	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110898	Laptop	R9-0GTPVL	657.68	8/6/2015			Age
Dispose Date		User Name Reasons, Chasity					
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110893	Laptop	R9-0GTPV2	657.68	8/6/2015			Age

Transaction Dispose Report

Dispose Date	11/1/2021		User Name Reasons, Chasity				
Asset Tag	Asset Type	Serial Number	Purchase Cost	Purchase Date	Total Depreciation	Depreciated Value	Dispose Reason
110106	Projector	Q012F52D0480	1,872.00	4/22/2014			Age

Surplus Items – Rutherford School

November 1, 2021

The following items need to be surplused due to lack of repair and/or outdated hardware

Item	Tag Number	Disposal Reason
Desktop	112692	Replaced
Desktop	112695	Replaced
Desktop	112688	Replaced
Desktop	112696	Replaced
Desktop	112691	Replaced
Desktop	112693	Replaced
Desktop	112697	Replaced
Laptop	110831	Replaced
Laptop	112791	Replaced
Laptop	099951	Replaced
Desktop	114094	Doesn't work
Desktop	114623	Doesn't work
Desktop	114096	Doesn't work