

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

**GCSSD Board of Trustees Regular Meeting**

Spring Hill School Library

March 10, 2020

**PLEDGE OF ALLEGIANCE**

**CALL TO ORDER**

**ROLL CALL**

**CONSENT AGENDA**

**ALC Report**

**AMENDED AGENDA \*\*\*\***

**Bullying/Harassment Report**

**Finance Reports**

**Juvenile Court Referrals**

**Maintenance/Technology Reports**

**Minutes Approval**

**Overnight Field Trips**

**RECOGNITION**

**PUBLIC COMMENT:**

**REGULAR AGENDA**

**Band Equipment Bids\*\*\*\***

**Discussion on School Board Policy 3.206**

**Policy Revisions**

**June Budget Work Session & Board Meeting Dates**

**Director's Report**

**ADJOURN**

**North GC current**

<b>School</b>	<b>Grade</b>	<b>DHA Results</b>	<b>Reason for DHA</b>
Rutherford	8	zero tolerance	threat to shoot up the school
GCHS	12	zero tolerance	MJ residue in car; drug dog hit
GCHS	11	90 days ALC	social media harrassment
GCHS	10	90 days ALC	social media harrassment
GCHS	9	zero tolerance	BB gun at school
GCHS	10	45 days ALC	repeated misbehaviors
Rutherford	7	45 days ALC	theft
GCHS	9	zero tolerance	drugs taken at school

**South GC current**

<b>School</b>	<b>Grade</b>	<b>DHA Results</b>	<b>Reason for DHA</b>
SGCHS	9	zero tolerance	cyber threat
SGCHS	10	zero tolerance	cyber threat towards girl
SGCMS	8	30 days ALC	showing video of other student
SGCMS	8	45 days ALC	took inappropriate video
SGCHS	10	rest of semester	alcohol consumption/poss
SGCHS	11	10 days ALC	dressing room incident
SGCHS	11	10 days ALC	dressing room incident
SGCHS	9	15 days ALC	dressing room incident
SGCHS	9	remainder of semester	inappropriate touching of femail

<b>Date of DHA</b>	<b>Appeal Date</b>	<b>Notes</b>	<b>Time Complete</b>
8/1/2019	no appeal	posted on snapchat	
10/21/2019	3/13/2020	1st offense	
11/25/2019	3/4/2020	posted racial slurr pic on snapchat	
11/25/2019	3/4/2020	sent pic to friend with racial slurr	
12/5/2019	no appeal	transferred Foster Care Student	
1/10/2020	no appeal	continual disruption	
1/15/2020	no appeal	stole \$ from another student	
2/14/2020	9/11/2020		

<b>Date of DHA</b>	<b>Appeal Date</b>	<b>Notes</b>	<b>Time Complete</b>
9/24/2019	no appeal	3rd DHA in 2 years	
12/4/2019	no appeal	unruly charges from now on	
1/27/2020	no appeal		
1/27/2020	no appeal		
2/4/2020	no appeal	had cup full of whiskey	
2/19/2020	no appeal		
2/19/2020	no appeal		
2/19/2020	no appeal	took the original video	
2/27/2020	no appeal		

**North GC for the year**

<b>School</b>	<b>Grade</b>	<b>DHA Results</b>	<b>Reason for DHA</b>
Rutherford	8	zero tolerance	threat to shoot up the school
Dyer	7	45 Days ALC	inappropriate touching female
GCHS	12	time served in ISS	Threat to student
GCHS	9	45 Days ALC	steeling money in PE
GCHS	12	zero tolerance	MJ residue in car; drug dog hit
GCHS	9	5 days ISS	multiple infractions; cussing
GCHS	9	ALC rest of year	2 more outbursts since last DHA
GCHS	10	90 days ALC	social media harrassment
GCHS	11	90 days ALC	social media harrassment
GCHS	11	90 days ALC	social media harrassment
GCHS	9	zero tolerance	BB gun at school
GCHS	10	20 days ALC	inappropriate video
GCHS	10	20 days ALC	inappropriate video
GCHS	10	45 Days ALC	continual rules violations
Rutherford	7	45 Days ALC	theft
GCHS	9	zero tolerance	taking xanax at school

**South GC for Year**

<b>School</b>	<b>Grade</b>	<b>DHA Results</b>	<b>Reason for DHA</b>
SGCHS	11	5 days ISS	pepper spray at school
SGCHS	11	rest of semester ALC	discharged pepper spray cafeteria
SGCHS	12	zero tolerance	had pocket knife at football game
SGCHS	11	5 day ISS	disruptive behavior at ballgame
SGCHS	10	15 days ALC	appear to be under influence
SGCHS	9	zero tolerance	cyber threat
SGCMS	8	10 days ALC	threat to another student
SGCHS	9	5 days ISS	possible under influence
SGCHS	10	zero tolerance	cyber threat towards girl
SGCHS	11	5 days ISS	threat to student
SGCMS	7	11 days ALC	Breaking into old MES building
SGCMS	7	17 days ALC	racial slur towards students
SGCMS	7	17 days ALC	racial slur towards students
SGCMS	8	45 days ALC	made inappropriate video
SGCMS	8	30 days ALC	showed video to other students
SGCHS	10	remainder of semester	had alcohol at school/consumed
SGCHS	9	remainder of semester	heard him say school shooting
SGCHS	12	remainder of semester	heard him say school shooting
SGCHS	11	10 days ALC	dressing room incident
SGCHS	11	10 days ALC	dressing room incident
SGCHS	9	15 days ALC	dressing room incident
SGCHS	12	5 days ALC	dressing room incident
SGCHS	11	5 days ALC	dressing room incident
SGCHS	9	remainder of semester	inappropriate touching of femail

<b>Date of DHA</b>	<b>Appeal Date</b>	<b>Notes</b>
8/1/2019	no appeal	posted on snapchat
8/14/2019	no appeal	DCS is involved with case
10/2/2019	no appeal	Autistic needs 504 plan asap
10/2/2019	no appeal	video showed evidence
10/21/2019	3/13/2020	1st offense
10/28/2019	no appeal	504 plan developed; last chance
11/19/2019	no appeal	did not follow 504 plan
11/25/2019	3/4/2020	sent pic to friend with racial slurr
11/25/2019	3/4/2020	posted racial slurr pic on snapchat
11/25/2019	3/4/2020	added racial slur to pic and sent it
12/5/2019	no appeal	transferred Foster Care Student
12/16/2019	no appeal	casued verbal altercation
12/16/2019	no appeal	casued verbal altercation
1/10/2020	no appeal	several infractions
1/15/2020	no appeal	stole \$ from another student
2/14/2020	appeal in 90 days	must pass drug screen;good grades

<b>Date of DHA</b>	<b>Appeal Date</b>	<b>Notes</b>
8/28/2019	no appeal	boy took it out of her purse
8/28/2019	no appeal	multiple infractions
8/28/2019	12/5/2019	no intent; never been in trouble
8/28/2019	no appeal	no ballgames rest of year
9/19/2019	no appeal	dip made him dizzy not alcohol
9/24/2019	no appeal	3rd DHA in 2 years
9/24/2019	no appeal	boy owed him money
10/30/2019	no appeal	no evidence to show on anything
12/4/2019	no appeal	unruly charges from now on
12/4/2019	no appeal	was just mouthing at each other
12/6/2019	no appeal	stole property while breaking in
12/18/2019	no appeal	student very upset
12/18/2019	no appeal	student very upset
1/27/2020	no appeal	sent video to friend
1/27/2020	no appeal	
2/4/2020	no appeal	
2/18/2020	no appeal	taken out of context
2/18/2020	no appeal	taken out of context
2/19/2020	no appeal	
2/19/2020	no appeal	
2/19/2020	no appeal	took the original video
2/19/2020		
2/19/2020		
2/27/2020	no appeal	

**Time Complete**

DCS Custody  
Completed  
truancy filed due to absence

removed to homeschool

removed to homeschool

**Time Complete**

Completed

no appeal due to absences

Completed

Completed

Completed

Completed

completed

# HARASSMENT/BULLYING REPORT

February 3, 2020 to February 28, 2020

**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	5
GCHS	0	0	0	0	0	13	9
KENTON	0	0	0	0	0	1	0
SGCES	0	0	0	0	0	0	1
SGCMS	0	0	0	0	0	3	3
RUTHERFORD	0	0	0	0	0	0	1
SGCHS	2	0	1	1	4	11	1
SPRING HILL	0	0	0	0	0	0	0
YORKVILLE	0	0	0	0	0	0	2

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

Payment Date	Payment Number	Vendor	Status	Payment Amount
2/6/2020	6725	Ginger Whitworth	Paid	\$58.32
2/6/2020	6721	Anthony L. Blankenship	Paid	\$1,000.00
2/6/2020	6723	Kenton Elementary School	Paid	\$604.05
2/6/2020	6724	JADA SIMS	Paid	\$49.05
2/6/2020	6722	Kaitlyn Hughes	Paid	\$114.45
2/6/2020	6726	Yorkville Elementary School	Paid	\$188.89

Payment Date	Payment Number	Vendor	Status	Payment Amount
2/13/2020	6732	Tracy Abbott	Voided	\$92.00
2/13/2020	6727	Chasity Reasons	Voided	\$94.00
2/13/2020	6731	Rory Hinson	Voided	\$209.79
2/13/2020	6730	Jessica R. Cox	Paid	\$1,776.60
2/13/2020	6729	Heather Allen	Paid	\$237.88
2/13/2020	6728	Food Rite	Paid	\$20.45
2/13/2020	6730	Jessica R. Cox	Voided	\$1,776.60
2/13/2020	6732	Tracy Abbott	Paid	\$92.00
2/13/2020	6729	Heather Allen	Voided	\$237.88
2/13/2020	6728	Food Rite	Voided	\$20.45
2/13/2020	6731	Rory Hinson	Paid	\$209.79
2/13/2020	6727	Chasity Reasons	Paid	\$94.00

Payment Date	Payment Number	Vendor	Status	Payment Amount
2/24/2020	6736	Wal Mart Community	Paid	\$221.60
2/24/2020	6733	Food Rite	Paid	\$12.87
2/24/2020	6734	Gibson County School District/Gp Account	Paid	\$337.16
2/24/2020	6735	Wal Mart Community	Paid	\$95.48

Gibson County Special Schools  
Bank Account Check Listing By Date

Run At: 3/2/2020 9:24 AM  
Run By: Amy Santaniello  
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Bank Account: Farmers And Merchants Bank (Fund 141 Vendor)

Account Number: 000000200379

GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
49282	2/4/2020	Act	Vendor	Outstanding	\$2,786.00
49283	2/4/2020	Alisha Bauman	Vendor	Outstanding	\$280.15
49284	2/4/2020	Allicia Ladd	Vendor	Outstanding	\$109.00
49285	2/4/2020	Br Supply, Inc.	Vendor	Outstanding	\$1,006.93
49286	2/4/2020	Brad Garner	Vendor	Outstanding	\$342.59
49287	2/4/2020	Business Card	Vendor	Outstanding	\$736.94
49288	2/4/2020	Carol Cunningham	Vendor	Outstanding	\$97.56
49289	2/4/2020	Cdw Government	Vendor	Outstanding	\$236.95
49290	2/4/2020	Chad Jackson	Vendor	Outstanding	\$391.31
49291	2/4/2020	City Lumber Company	Vendor	Outstanding	\$563.32
49292	2/4/2020	Dyer School	Vendor	Outstanding	\$110.00
49293	2/4/2020	Food Rite	Vendor	Outstanding	\$23.08
49294	2/4/2020	Gibson Connect, LLC	Vendor	Outstanding	\$4,689.35
49295	2/4/2020	Greene Things Floral & Gift	Vendor	Outstanding	\$42.00
49296	2/4/2020	Kevin Turner	Vendor	Outstanding	\$94.00
49297	2/4/2020	Katie McMickin	Vendor	Outstanding	\$70.41
49298	2/4/2020	Medina Family Practice	Vendor	Outstanding	\$65.00
49299	2/4/2020	Nathan Russell	Vendor	Outstanding	\$89.38
49300	2/4/2020	PESG FACILITY SERVICES GROUP, LLC	Vendor	Outstanding	\$74,915.37
49301	2/4/2020	Quill	Vendor	Outstanding	\$142.98
49302	2/4/2020	Riverside Insights	Vendor	Outstanding	\$434.65
49303	2/4/2020	Rutherford Elementary School	Vendor	Outstanding	\$96.72
49304	2/4/2020	Terry Cunningham	Vendor	Outstanding	\$59.95
49305	2/4/2020	VOLUNTEER PROPANE GAS	Vendor	Outstanding	\$535.57
49306	2/4/2020	Wal Mart Community	Vendor	Outstanding	\$175.61
49307	2/4/2020	Workcare Resources Inc,	Vendor	Outstanding	\$105.00
49308	2/6/2020	Business Card	Vendor	Outstanding	\$475.93

Gibson County Special Schools  
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Bank Account: Farmers And Merchants Bank (Fund 141 Vendor)  
GL Account: 141- -11130

Account Number: 000000200379

Number	Date	Description	Check Type	Status	
49309	2/6/2020	Cdw Government	Vendor	Outstanding	\$90.90
49310	2/6/2020	Gibson County Federal Accounts	Vendor	Outstanding	\$13,170.21
49311	2/6/2020	Gibson County High School	Vendor	Outstanding	\$166.95
49312	2/6/2020	Modern Telephone Systems	Vendor	Outstanding	\$300.00
49313	2/6/2020	Musician's Friend	Vendor	Outstanding	\$143.22
49314	2/6/2020	Tsba Finance Dept.	Vendor	Outstanding	\$2,000.00
49315	2/6/2020	Wal Mart Community	Vendor	Outstanding	\$18.84
49316	2/7/2020	Area Wide Communications	Vendor	Outstanding	\$322.00
49317	2/7/2020	Brad Garner	Vendor	Outstanding	\$139.52
49318	2/7/2020	Cdw Government	Vendor	Outstanding	\$265.10
49319	2/7/2020	Ferguson Enterprises	Vendor	Outstanding	\$41.13
49320	2/7/2020	FILEWAVE	Vendor	Outstanding	\$4,800.00
49321	2/7/2020	Gibson Connect, LLC	Vendor	Outstanding	\$2,108.18
49322	2/7/2020	Local Government Data Processing Corp	Vendor	Outstanding	\$22.48
49323	2/7/2020	Lowe's Credit Services	Vendor	Outstanding	\$923.48
49324	2/7/2020	Medina Auto Farm Supply	Vendor	Outstanding	\$126.23
49325	2/7/2020	State Of Tennessee	Vendor	Outstanding	\$56.00
49326	2/7/2020	CHLIC	Vendor	Outstanding	\$23.08
49327	2/7/2020	JOSEPH AGEE	Vendor	Outstanding	\$129.17
49328	2/7/2020	Alisha Bauman	Vendor	Outstanding	\$222.80
49329	2/7/2020	All American Calendars	Vendor	Outstanding	\$150.00
49330	2/7/2020	Denise Coleman	Vendor	Outstanding	\$161.32
49331	2/7/2020	Gibson County Bus Garage	Vendor	Outstanding	\$21,399.88
49332	2/7/2020	Karen Freeman	Vendor	Outstanding	\$91.58
49333	2/7/2020	Mary Gay London	Vendor	Outstanding	\$78.48
49334	2/7/2020	Trevor Mayhall	Vendor	Outstanding	\$107.91
49335	2/7/2020	Medina Auto Farm Supply	Vendor	Outstanding	\$2.89
49336	2/7/2020	Michelle Goad	Vendor	Outstanding	\$289.40

**Gibson County Special Schools**  
**Bank Account Check Listing By Date**

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Bank Account: Farmers And Merchants Bank (Fund 141 Vendor) Account Number: 000000200379  
GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
49337	2/7/2020	JAMES MIXON MOORE	Vendor	Outstanding	\$26.16
49338	2/7/2020	Northside Market And Bbq	Vendor	Outstanding	\$1,980.00
49339	2/7/2020	Amy Powell	Vendor	Outstanding	\$156.96
49340	2/7/2020	LINDSEY POWERS	Vendor	Outstanding	\$255.06
49341	2/7/2020	Renee Childs	Vendor	Outstanding	\$172.93
49342	2/7/2020	Spring Hill School	Vendor	Outstanding	\$75.22
49343	2/7/2020	Surveying Services	Vendor	Outstanding	\$9,500.00
49344	2/7/2020	Terri Mcdaniel	Vendor	Outstanding	\$23.87
49345	2/7/2020	Trenton Special School District	Vendor	Outstanding	\$63.48
49346	2/7/2020	Tyler Walls	Vendor	Outstanding	\$104.64
49347	2/7/2020	Victory 93.7 Wtkb Fm	Vendor	Outstanding	\$200.00
49348	2/7/2020	Jennifer Walls	Vendor	Outstanding	\$165.68
49349	2/10/2020	Act	Vendor	Outstanding	\$28.00
49350	2/10/2020	Advantage Lock & Key	Vendor	Outstanding	\$178.00
49351	2/10/2020	Logan Callins	Vendor	Outstanding	\$295.39
49352	2/10/2020	Carrier Enterprise, LLC	Vendor	Outstanding	\$125.00
49353	2/10/2020	Certified Restraint Training, LLC	Vendor	Outstanding	\$3,500.00
49354	2/10/2020	Cooperative Financial Solutions	Vendor	Outstanding	\$27,346.83
49355	2/10/2020	Doc Imaging	Vendor	Outstanding	\$138.00
49356	2/10/2020	Dollar General Corporation	Vendor	Outstanding	\$19.50
49357	2/10/2020	Ena Services Llc	Vendor	Outstanding	\$3,394.15
49358	2/10/2020	Gibson County Farm	Vendor	Outstanding	\$519.50
49359	2/10/2020	Heather Cook	Vendor	Outstanding	\$137.34
49360	2/10/2020	Amy Michele Howe	Vendor	Outstanding	\$129.17
49361	2/10/2020	Katrina Jetton	Vendor	Outstanding	\$76.30
49362	2/10/2020	Rory Hinson	Vendor	Outstanding	\$29.88
49363	2/10/2020	Start A Heart	Vendor	Outstanding	\$2,150.00
49364	2/10/2020	Trenton Floor Center	Vendor	Outstanding	\$45.96

**Gibson County Special Schools**  
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Bank Account: Farmers And Merchants Bank (Fund 141 Vendor) Account Number: 00000200379  
 GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
49365	2/10/2020	Waste Management	Vendor	Outstanding	\$2,060.46
49366	2/10/2020	Wells Fargo Financial Leasing	Vendor	Outstanding	\$399.00
49367	2/11/2020	Amy M. Richardson	Vendor	Outstanding	\$152.06
49368	2/11/2020	Amanda Callins	Vendor	Outstanding	\$67.58
49369	2/11/2020	Cdw Government	Vendor	Outstanding	\$40,744.06
49370	2/11/2020	Sherry Clark	Vendor	Outstanding	\$103.55
49371	2/11/2020	Kendra Pollard	Vendor	Outstanding	\$156.96
49372	2/12/2020	Blake Allen	Vendor	Outstanding	\$333.34
49373	2/12/2020	Perry Cummings	Vendor	Outstanding	\$125.00
49374	2/12/2020	Jessica Franks	Vendor	Outstanding	\$750.00
49375	2/12/2020	Gchs Vocational Technical Center	Vendor	Outstanding	\$6.28
49376	2/12/2020	Tanner Hensley	Vendor	Outstanding	\$250.00
49377	2/12/2020	Chloe Hopgood	Vendor	Outstanding	\$250.00
49378	2/12/2020	BARON JIMMERSON	Vendor	Outstanding	\$1,000.00
49379	2/12/2020	Leitherland Family Care Clinic	Vendor	Outstanding	\$375.00
49380	2/12/2020	Jared Mallard	Vendor	Outstanding	\$333.34
49381	2/12/2020	Garrett McElroy	Vendor	Outstanding	\$100.00
49382	2/12/2020	Robert McGregor	Vendor	Outstanding	\$83.34
49383	2/12/2020	CRAIG NAKUTIS	Vendor	Outstanding	\$1,000.00
49384	2/12/2020	Eric Patton	Vendor	Outstanding	\$625.00
49385	2/12/2020	James Michael Richerson	Vendor	Outstanding	\$200.00
49386	2/12/2020	Timothy Suiter	Vendor	Outstanding	\$333.34
49387	2/12/2020	Teta	Vendor	Outstanding	\$200.00
49388	2/12/2020	Jason White	Vendor	Outstanding	\$375.00
49389	2/13/2020	Kevin Autry	Vendor	Outstanding	\$194.57
49390	2/13/2020	Gchs Vocational Technical Center	Vendor	Outstanding	\$41.54
49391	2/13/2020	Gibson County High School	Vendor	Outstanding	\$300.00
49392	2/13/2020	J.D.Distributors, Inc.	Vendor	Outstanding	\$23.46

**Gibson County Special Schools**  
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Bank Account: Farmers And Merchants Bank (Fund 141 Vendor) Account Number: 000000200379  
GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
49393	2/13/2020	James Hughes	Vendor	Outstanding	\$179.51
49394	2/13/2020	DANIEL LOVELL	Vendor	Outstanding	\$174.40
49395	2/13/2020	Rabow's Septic Service (James Cooper)	Vendor	Outstanding	\$600.00
49396	2/13/2020	Stephen Price	Vendor	Outstanding	\$927.35
49397	2/13/2020	The Jackson Sun	Vendor	Outstanding	\$259.67
49398	2/13/2020	U.S. Bank	Vendor	Outstanding	\$400.00
49399	2/13/2020	Ups	Vendor	Outstanding	\$24.90
49400	2/14/2020	Aed Superstore	Vendor	Outstanding	\$126.00
49401	2/14/2020	Amber Harris	Vendor	Outstanding	\$68.00
49402	2/14/2020	Chad Jackson	Vendor	Outstanding	\$10.00
49403	2/14/2020	Christy Wilson	Vendor	Outstanding	\$136.63
49404	2/14/2020	Gchs Vocational Technical Center	Vendor	Outstanding	\$65.99
49405	2/14/2020	Taylor Gowan	Vendor	Outstanding	\$311.74
49406	2/14/2020	Greater Gibson County Chamber Of Commerce	Vendor	Outstanding	\$20.00
49407	2/14/2020	Laerdal	Vendor	Outstanding	\$16.47
49408	2/14/2020	WTHC ECC TRAINING CENTER	Vendor	Outstanding	\$5.00
49409	2/19/2020	Ace Building Center	Vendor	Outstanding	\$11.80
49410	2/19/2020	Barron And Johnson	Vendor	Outstanding	\$300.00
49411	2/19/2020	Benjamin Duffey	Vendor	Outstanding	\$232.59
49412	2/19/2020	Billy Carey	Vendor	Outstanding	\$206.59
49413	2/19/2020	Tessa Buckingham	Vendor	Outstanding	\$503.58
49414	2/19/2020	Caymee Services	Vendor	Outstanding	\$39.00
49415	2/19/2020	Cdw Government	Vendor	Outstanding	\$2,522.24
49416	2/19/2020	Eddie Pruett	Vendor	Outstanding	\$42.00
49417	2/19/2020	Ena Services Llc	Vendor	Outstanding	\$27.66
49418	2/19/2020	Erica Dural	Vendor	Outstanding	\$244.85
49419	2/19/2020	Gibson County Federal Accounts	Vendor	Outstanding	\$7,561.87
49420	2/19/2020	J.D.Distributors, Inc.	Vendor	Outstanding	\$81.12

**Gibson County Special Schools**  
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Run At: 3/2/2020 9:24 AM  
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Bank Account: Farmers And Merchants Bank (Fund 141 Vendor) Account Number: 000000200379  
 GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
49421	2/19/2020	Kelly K. Samantha	Vendor	Outstanding	\$68.00
49422	2/19/2020	Kevin Turner	Vendor	Outstanding	\$180.59
49423	2/19/2020	Margaret Deloach	Vendor	Outstanding	\$68.00
49424	2/19/2020	Quill	Vendor	Outstanding	\$100.99
49425	2/19/2020	Stellar Therapy Services	Vendor	Outstanding	\$1,300.67
49426	2/19/2020	TATE'S KWIK STOP	Vendor	Outstanding	\$50.00
49427	2/19/2020	Tn Dept Of Labor And Workforce Development	Vendor	Outstanding	\$13.66
49428	2/19/2020	Toss	Vendor	Outstanding	\$150.00
49429	2/19/2020	Tsba Finance Dept.	Vendor	Outstanding	\$150.00
49430	2/19/2020	Mackenzie Wells	Vendor	Outstanding	\$65.40
49431	2/20/2020	Alford's Tire Center	Vendor	Outstanding	\$55.45
49432	2/20/2020	RACHEL BEARDEN	Vendor	Outstanding	\$68.00
49433	2/20/2020	Eddie Pruett	Vendor	Outstanding	\$125.00
49434	2/20/2020	Ferguson Enterprises	Vendor	Outstanding	\$45.29
49435	2/20/2020	Gibson County Food Service	Vendor	Outstanding	\$20,088.18
49436	2/20/2020	Pitney Bowes	Vendor	Outstanding	\$503.50
49437	2/20/2020	SOUTH GIBSON COUNTY ELEMENTARY SCHOOL	Vendor	Outstanding	\$95.49
49438	2/20/2020	Sweetwater	Vendor	Outstanding	\$299.00
49439	2/20/2020	TATE'S KWIK STOP	Vendor	Outstanding	\$190.00
49440	2/21/2020	B3 CREATIVE AGENCY	Vendor	Outstanding	\$4,011.40
49441	2/21/2020	David Hollomon, CPA	Vendor	Outstanding	\$2,300.00
49442	2/21/2020	Prater's Automotive	Vendor	Outstanding	\$590.00
49443	2/21/2020	Shawn Hampton	Vendor	Outstanding	\$24.00
49444	2/21/2020	JOSEPH SHERLEY	Vendor	Outstanding	\$24.00
49445	2/21/2020	Wal Mart Community	Vendor	Outstanding	\$0.96
49446	2/24/2020	Business Card	Vendor	Outstanding	\$40.00
49447	2/24/2020	Ferguson Enterprises	Vendor	Outstanding	\$4.76
49448	2/24/2020	Gibson County Federal Accounts	Vendor	Outstanding	\$118,361.81

**Gibson County Special Schools**  
**Bank Account Check Listing By Date**

**Run At:** 3/2/2020 9:24 AM  
**Run By:** Amy Santaniello  
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Bank Account: Farmers And Merchants Bank (Fund 141 Vendor) Account Number: 000000200379  
GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
49449	2/24/2020	Gibson County Food Service	Vendor	Outstanding	\$128,604.14
49450	2/24/2020	Hermitage Hall	Vendor	Outstanding	\$704.00
49451	2/24/2020	Tn Dept Of Labor And Workforce Development	Vendor	Outstanding	\$27.52
49452	2/24/2020	Verizon Wireless	Vendor	Outstanding	\$12.00
49453	2/24/2020	Workcare Resources Inc,	Vendor	Outstanding	\$70.00
49454	2/24/2020	Wps	Vendor	Outstanding	\$60.50
49455	2/25/2020	Aflac	Vendor	Outstanding	\$280.90
49456	2/25/2020	Boston Mutual Whole Life	Vendor	Outstanding	\$234.02
49457	2/25/2020	Chapter 13 Trustee	Vendor	Outstanding	\$1,150.00
49458	2/25/2020	CHLIC	Vendor	Outstanding	\$12,242.30
49459	2/25/2020	General Sessions	Vendor	Outstanding	\$100.00
49460	2/25/2020	General Sessions Court	Vendor	Outstanding	\$23.13
49461	2/25/2020	Gibson County Imagination Library	Vendor	Outstanding	\$152.00
49462	2/25/2020	Gibson Education Association	Vendor	Outstanding	\$2,160.75
49463	2/25/2020	Henry Co. General Sessions Court	Vendor	Outstanding	\$100.00
49464	2/25/2020	JANA KAHLER	Vendor	Outstanding	\$2,060.10
49465	2/25/2020	Legalshield	Vendor	Outstanding	\$237.20
49466	2/25/2020	Life Investors	Vendor	Outstanding	\$502.95
49467	2/25/2020	MANHATTANLIFE ASSURANCE COMPANY OF AMERIC	Vendor	Outstanding	\$414.36
49468	2/25/2020	Symetra National Life Insurance Company	Vendor	Outstanding	\$39.31
49469	2/25/2020	Tasc Pvr	Vendor	Outstanding	\$5,615.33
49470	2/25/2020	Tenn Child Support	Vendor	Outstanding	\$933.00
49471	2/25/2020	TRUSTMARK VOLUNTARY BENEFIT SOLUTIONS, INC	Vendor	Outstanding	\$1,952.06
49472	2/25/2020	TSACG	Vendor	Outstanding	\$14,061.55
49473	2/25/2020	Usable Life Insurance	Vendor	Outstanding	\$936.00
49474	2/25/2020	Computer Logic Group	Vendor	Outstanding	\$1,250.00
49475	2/25/2020	Deloris Wilson	Vendor	Outstanding	\$141.16
49476	2/25/2020	HOWARD COMPUTERS	Vendor	Outstanding	\$139.00

**Gibson County Special Schools**  
**Bank Account Check Listing By Date**

Run At: 3/2/2020 9:24 AM  
 Run By: Amy Santaniello  
 Page 8 of 11

Bank Account: Farmers And Merchants Bank (Fund 141 Vendor) Account Number: 000000200379  
 GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
49477	2/25/2020	Kary Parchman	Vendor	Outstanding	\$170.04
49478	2/25/2020	Amanda Melton	Vendor	Outstanding	\$104.64
49479	2/25/2020	Tammie Floersh	Vendor	Outstanding	\$293.25
49480	2/26/2020	Aflac	Vendor	Outstanding	\$125.54
49481	2/26/2020	Usable Life Insurance	Vendor	Outstanding	\$7,266.58
49482	2/26/2020	Usable Life Insurance	Vendor	Outstanding	\$8,234.52
49483	2/26/2020	Gchs Vocational Technical Center	Vendor	Outstanding	\$35.50
49484	2/26/2020	Gibson County Leadership Alumni Assn	Vendor	Outstanding	\$25.00
49485	2/26/2020	Dennis A. Johnson	Vendor	Outstanding	\$320.00
49486	2/26/2020	Hannah Kent	Vendor	Outstanding	\$96.00
49487	2/26/2020	Lowe's Credit Services	Vendor	Outstanding	\$45.31
49488	2/26/2020	Mike Ramsey	Vendor	Outstanding	\$316.67
49489	2/26/2020	Quill	Vendor	Outstanding	\$87.42
49490	2/26/2020	Gibson County Federal Accounts	Vendor	Outstanding	\$12,254.13
49491	2/26/2020	Quill	Vendor	Outstanding	\$160.78
49492	2/27/2020	Business Card	Vendor	Outstanding	\$1,491.91
49493	2/27/2020	Quill	Vendor	Outstanding	\$93.81
49494	2/27/2020	West Tenn Fence Company	Vendor	Outstanding	\$29,110.00
49495	2/28/2020	Business Card	Vendor	Outstanding	\$1,176.16
49496	2/28/2020	Carol Cunningham	Vendor	Outstanding	\$83.39
49497	2/28/2020	Cdw Government	Vendor	Outstanding	\$1,612.81
49498	2/28/2020	JT Educational Services	Vendor	Outstanding	\$3,500.00
49499	2/28/2020	State Of Tennessee	Vendor	Outstanding	\$56.00
49500	2/28/2020	TAASE	Vendor	Outstanding	\$125.00
49501	2/28/2020	Apple, Inc	Vendor	Outstanding	\$299.00
49502	2/28/2020	Batteries Plus	Vendor	Outstanding	\$36.85
49503	2/28/2020	Business Card	Vendor	Outstanding	\$849.28
49504	2/28/2020	Gibson County High School	Vendor	Outstanding	\$1,176.69

**Gibson County Special Schools**  
**Bank Account Check Listing By Date**

**Run At:** 3/2/2020 9:24 AM  
**Run By:** Amy Santaniello  
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Bank Account: Farmers And Merchants Bank (Fund 141 Vendor)  
GL Account: 141- -11130

Account Number: 000000200379

Number	Date	Description	Check Type	Status	
49505	2/28/2020	Greene Things Floral & Gift	Vendor	Outstanding	\$38.00
49506	2/28/2020	Hickerson Automotive Group, Inc	Vendor	Outstanding	\$22.99
49507	2/28/2020	Business Card	Vendor	Outstanding	\$593.73
49508	2/28/2020	Chad Jackson	Vendor	Outstanding	\$270.87
49509	2/28/2020	Sherry Dodson	Vendor	Outstanding	\$17.00
49510	2/28/2020	Michael McEwen	Vendor	Outstanding	\$161.32
49511	2/28/2020	Michelle Goad	Vendor	Outstanding	\$208.74
49512	2/28/2020	Amy Powell	Vendor	Outstanding	\$156.96
49513	2/28/2020	Rachel Barber	Vendor	Outstanding	\$61.04
49514	2/28/2020	Scarlett Spencer	Vendor	Outstanding	\$92.48
49515	2/28/2020	Tennessee Tractor	Vendor	Outstanding	\$138.07
49516	2/28/2020	Tennessee Tractor, Llc	Vendor	Outstanding	\$2,372.04
49517	2/28/2020	Venita Conley	Vendor	Outstanding	\$35.97
49518	2/28/2020	Verizon Wireless	Vendor	Outstanding	\$687.60

**Totals for Vendor**

<b>Number of Checks:</b>	237
<b>Total Checks:</b>	\$649,725.88
<b>Reconciled Checks:</b>	\$0.00
<b>Outstanding Checks:</b>	\$649,725.88
<b>Void Checks:</b>	\$0.00

**Gibson County Special Schools  
 Summary Financial Statement  
 February 2020**

141 General Purpose School		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
<b>Revenues</b>							
40162	Payments In Lieu Of Taxes-Local	9,900.00	(8,469.24)	85.55 %	825.00	(795.96)	96.48 %
40210	Local Option Sales Tax	2,850,000.00	(1,554,767.02)	54.55 %	237,500.00	(265,590.88)	111.83 %
40350	Interstate Telecommunications Tax	0.00	(13,792.98)	0.00 %	0.00	(2,186.44)	0.00 %
40610	Current Property Tax	6,528,000.00	(4,361,305.88)	66.81 %	544,000.00	(635,143.75)	116.75 %
40620	Prior Year's Property Tax	165,000.00	(77,713.83)	47.10 %	13,750.00	(17,245.88)	125.42 %
40630	Interest And Penalty	20,000.00	(10,063.22)	50.32 %	1,666.67	(2,761.39)	165.68 %
40640	Pick-Up Taxes	50,000.00	(11,378.95)	22.76 %	4,166.67	(604.95)	14.52 %
41110	Marriage Licenses	1,100.00	(519.13)	47.19 %	91.67	(51.91)	56.63 %
43570	Receipts From Individual Schools	43,000.00	(40,246.06)	93.60 %	3,583.33	(4,832.08)	134.85 %
43990	Other Charges For Services	0.00	(16,540.78)	0.00 %	0.00	(1,827.30)	0.00 %
44110	Investment Income	17,000.00	(12,800.61)	75.30 %	1,416.67	(1,677.54)	118.41 %
46511	Basic Education Program	22,758,000.00	(15,946,700.00)	70.07 %	1,896,500.00	(2,278,100.00)	120.12 %
46515	Early Childhood Education	407,958.49	(160,774.88)	39.41 %	33,996.54	(29,327.14)	86.27 %
46590	Other State Education Funds	409,105.00	(253,137.47)	61.88 %	34,092.08	(32,823.63)	96.28 %
46610	Career Ladder Program	46,500.00	(26,723.97)	57.47 %	3,875.00	0.00	0.00 %
46640	Vocational Equipment	10,000.00	(10,000.00)	100.00 %	833.33	0.00	0.00 %
46850	Mixed Drink Tax	0.00	(465.16)	0.00 %	0.00	(114.13)	0.00 %
47143	Special Education - Grants To States	36,138.27	(36,138.27)	100.00 %	3,011.52	0.00	0.00 %
<b>Total Revenues</b>		<b>33,351,701.76</b>	<b>(22,541,537.45)</b>	<b>67.59 %</b>	<b>2,779,308.48</b>	<b>(3,273,082.98)</b>	<b>117.77 %</b>
<b>Expenditures</b>							
71100	Regular Instruction Program	(15,105,209.77)	7,393,791.50	48.95 %	(1,258,767.48)	1,109,322.06	88.13 %
71200	Special Education Program	(1,838,078.12)	940,553.67	51.17 %	(153,173.18)	145,139.59	94.76 %
71300	Career and Technical Education	(1,124,150.82)	582,303.74	51.80 %	(93,679.24)	87,708.60	93.63 %
71400	Student Body Education Program	0.00	(1,987.64)	0.00 %	0.00	0.00	0.00 %
72110	Attendance	(74,240.06)	47,152.11	63.51 %	(6,186.67)	5,961.45	96.36 %
72120	Health Services	(510,087.69)	263,956.39	51.75 %	(42,507.31)	39,682.46	93.35 %
72130	Other Student Support	(867,976.83)	390,472.71	44.99 %	(72,331.40)	49,844.80	68.91 %
72210	Regular Instruction Program	(1,216,495.70)	681,275.05	56.00 %	(101,374.64)	92,968.39	91.71 %
72220	Special Education Program	(220,444.34)	153,310.84	69.55 %	(18,370.36)	17,178.09	93.51 %
72230	Career and Technical Education	(32,224.11)	3,500.00	10.86 %	(2,685.34)	3,500.00	130.34 %
72250	EDUCATION TECHNOLOGY	(615,208.66)	415,278.64	67.50 %	(51,267.39)	33,943.90	66.21 %
72260	Adult Programs	(4,000.00)	0.00	0.00 %	(333.33)	0.00	0.00 %
72310	Board Of Education	(451,463.00)	298,961.34	66.22 %	(37,621.92)	18,446.62	49.03 %
72320	Office Of The Superintendent	(269,677.78)	174,299.21	64.63 %	(22,473.15)	20,483.49	91.15 %
72410	Office Of The Principal	(1,812,012.59)	1,097,610.08	60.57 %	(151,001.05)	150,571.73	99.72 %
72510	Fiscal Services	(230,686.12)	145,669.33	63.15 %	(19,223.84)	12,960.47	67.42 %
72610	Operation Of Plant	(2,110,093.00)	1,478,807.24	70.08 %	(175,841.08)	226,188.68	128.63 %

Gibson County Special Schools  
 Summary Financial Statement  
 February 2020

141 General Purpose School		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
72620	Maintenance Of Plant	(720,581.71)	417,937.09	58.00 %	(60,048.48)	50,592.58	84.25 %
72710	Transportation	(1,686,079.36)	1,201,902.86	71.28 %	(140,506.61)	48,361.02	34.42 %
73400	Early Childhood Education	(407,958.49)	194,130.91	47.59 %	(33,996.54)	28,607.77	84.15 %
76100	Regular Capital Outlay	(1,403,824.71)	1,084,506.89	77.25 %	(116,985.39)	47,663.90	40.74 %
82130	Education	(2,566,104.00)	42,391.44	1.65 %	(213,842.00)	0.00	0.00 %
82230	Education	(1,605,897.00)	803,608.99	50.04 %	(133,824.75)	0.00	0.00 %
	<b>Total Expenditures</b>	<b>(34,872,493.86)</b>	<b>17,809,432.39</b>	<b>51.07 %</b>	<b>(2,906,041.16)</b>	<b>2,189,125.60</b>	<b>75.33 %</b>
<b>Total</b>	<b>141</b> General Purpose School	<b>(1,520,792.10)</b>	<b>(4,732,105.06)</b>	<b>-311.16 %</b>	<b>(126,732.68)</b>	<b>(1,083,957.38)</b>	<b>-855.31</b>

## Juvenile Court Referrals

School	Grade	Date Referred to Juvenile Court	Reason for Referral	Person Requesting Referral	Persons Involved	Incident Notes
Dyer Elem	4	2/7/2020	Truancy	Kevin Turner	Chad Jackson	
Dyer Elem	K	2/7/2020	Truancy	Kevin Turner	Chad Jackson	
Dyer Elem	1	2/7/2020	Truancy	Kevin Turner	Chad Jackson	
Dyer Elem	8	2/7/2020	Truancy	Kevin Turner	Chad Jackson	
Dyer Elem	8	2/7/2020	Truancy	Kevin Turner	Chad Jackson	
SGCMS	6	2/11/2020	Truancy	Lane Collins	Chad Jackson	
SGCMS	8	2/11/2020	Truancy	Lane Collins	Chad Jackson	
SGCMS	8	2/11/2020	Truancy	Lane Collins	Chad Jackson	
Dyer Elem	6	2/11/2020	Truancy	Kevin Turner	Chad Jackson	
GCHS	11	2/13/2020	Truancy	Jim Hughes	Chad Jackson	
GCHS	10	3/2/2020	Aggravated	Hughes/Tosh	another student	
Rutherford	1	2/13/2020	Truancy	Jody Hinson	Chad Jackson	
Rutherford	6	2/13/2020	Truancy	Jody Hinson	Chad Jackson	



	A	B	C	D	E	F
1	<b>Monthly Work Order Recap</b>					
2	<b>Period: February 1 through February 29, 2020</b>					
3						
4			<b>Beginning of Month</b>	<b>New</b>	<b>Closed</b>	<b>End of Month</b>
5	<b>Technology</b>	<b>Assigned To:</b>	<b>Open Work Orders</b>	<b>Work Orders</b>	<b>Work Orders</b>	<b>Open Work Orders</b>
6		Jamie Barr	3	32	27	8
7		Kary Parchman	7	4	3	8
8		Shawn Hampton	6	45	50	1
9		Joseph Sherley	3	27	27	3
10						
11	<b>Grand Totals</b>		<b>19</b>	<b>108</b>	<b>107</b>	<b>20</b>
12						
13						
14			<b>Beginning of Month</b>	<b>New</b>	<b>Closed</b>	<b>End of Month</b>
15	<b>Maintenance</b>	<b>Assigned To:</b>	<b>Open Work Orders</b>	<b>Work Orders</b>	<b>Work Orders</b>	<b>Open Work Orders</b>
16		Charles Salles	60	4	9	55
17		Travis Hendrix	5	34	36	3
18		Mark Robinson	1	14	14	1
19		Caleb Black	1	15	16	0
20		Ted Bauman	1	19	20	0
21						
22	<b>Grand Totals</b>		<b>68</b>	<b>86</b>	<b>95</b>	<b>59</b>
23						
24						
25	<b>Notes :</b>					
26	1. <b>Assigned To</b> : The person who was assigned the work order.					
27	2. <b>Beginning of the Month Work Orders</b> : The number of work orders open for the Assigned To for time frame selected.					
28	3. <b>New Work Orders</b> : New work orders received by the Assigned To during the time frame selected.					
29	4. <b>Closed Work Orders</b> : Closed work orders closed by the Assigned To during the time frame selected.					
30	5. <b>End of Month Open Work Orders</b> : Work orders still open for the Assigned To for the time frame selected.					

**Gibson County Special School District Board of Trustees**  
**Regular Meeting**  
**Kenton School Cafeteria**  
**February 13, 2020**

Mr. Scott led in the Pledge of Allegiance. Mr. Tom Lannom, Board Chairman, called the meeting to order. Members present were: Tom Lannom, Charles Scott, Steven Tate, Eddie Watkins and Dana Welch. Benny Boals and Treva Maitland were absent. Mr. Scott made the motion to approve the consent agenda with a second by Mr. Lannom. *Motion passed.* A motion was made by Mr. Watkins to approve the amended agenda, with a second by Mr. Lannom. *Motion passed.* Mr. Bill Barron was present as legal counsel.

**PUBLIC COMMENT: None**  
**RECOGNITION: None**

**REGULAR AGENDA**

**School Supplies Approval 2002-2021**

Mr. Pruett presented the school supply list for approval for the 2020-201-21. The only two additions to the list was cap easers and a fee for the high school class of Culinary Arts. A motion was made by Mr. Tate to approve the school supply list for the 2020-2021 school year, with a second by Mr. Watkins. *Motion passed.*

**New Additional School Resource Officers**

Mr. Pruett reported that the district has been awarded a state SRO grant in the amount of \$35,000 to help cover School Resource Officers' salaries. This grant will help provide one SRO for each of the following schools, Dyer, Kenton, Rutherford, SGCMS and Yorkville. Mr. Pruett explained that the district will not be able to split an SRO between schools like he and the Board had discussed earlier, due to the grant stipulations. In order to proceed with this grant, Mr. Pruett will discuss with each municipality to see if they are wanting to partner with us. The cost to district will depend on how many municipalities agree and when we can get them started. A motion was made by Mr. Scott to hire up to five (5) School Resource Officers for each of the following schools, Rutherford, Kenton, Dyer, Yorkville and SGCMS. It was seconded by Mr. Tate. *Motion passed.* **When an amount is determined after the municipalities' partner with the district; this amount will be brought before the Board as a budget amendment.**

**Director's Report**

Mr. Pruett presented outdated equipment from South Gibson County Elementary School and South Gibson County Middle School to be approved as surplus. A motion was made by Mr. Scott and seconded by Mr. Watkins to approve the SGCES and SGCMS equipment list as surplus. *Motion passed.*

Mr. Tate made the motion to adjourn.

Date Received in the District Office 2-4-2020  
Board Approval Date \_\_\_\_\_  
Over Night Trip  Yes \_\_\_ No

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

School GCHS Date of Request 1/31/2019  
Teacher L. Norman Class FFA  
Number of Students Involved 12 Cost Per Student \$325

Date of Trip March 29-April 1 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 \_\_\_ Teachers 2 Teacher Assistant \_\_\_  
Parents \_\_\_ Others \_\_\_

Destination: Gatlinburg, TN - State FFA Convention

Time of Departure: March 29, 9am Time of Return: April 1, 6pm

Purpose of the Trip: Seniors will receive their State Degree Awards. Chapter will earn awards for involvement.

Field Trip Activities: Students will attend leadership sessions and receive awards, Students will attend the FFA Dinner Theater at the Dixie Pirate Voyage,

**ATTACH LESSON PLAN FOR FOLLOW-UP.**  
(This must be included for field trip to be approved.)  
Approved  Disapproved \_\_\_ Principal [Signature] Date 2/5/20  
Approved  Disapproved \_\_\_ Supervisor [Signature] Date 2/4/20  
Approved  Disapproved \_\_\_ Director of Schools Eddie Pruett Date 2/7/20

**\*\*\* ALL OVERNIGHT FIELD TRIPS WITH AN ATTACHED AGENDA MUST BE BOARD APPROVED. FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE 1<sup>ST</sup> 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

Date Received in the District Office 2-21-2020

Board Approval Date \_\_\_\_\_

Over Night Trip  Yes \_\_\_ No

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

School Gibson County High School Date of Request 2/19/2020

Teacher Wilson, Childs and Sims Class SkillsUSA

Number of Students Involved 22 Cost Per Student 80.00

Date of Trip 4/19/2020-4/22/2020 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 \_\_\_ Teachers 3 Teacher Assistant \_\_\_  
Parents \_\_\_ Others \_\_\_

Destination: Chattanooga Tennessee

Time of Departure: 2/19/2020 7am Time of Return: 2/22/2020 5pm

Purpose of the Trip: Students will be competing in various skills and leadership contest

Field Trip Activities: leadership and skills competition

**ATTACH LESSON PLAN FOR FOLLOW-UP.**

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

Approved  Disapproved \_\_\_ Principal [Signature] Date 2/21/20

Approved  Disapproved \_\_\_ Supervisor [Signature] Date 2/20/2020

Approved  Disapproved \_\_\_ Director of Schools Eddie Pruett Date 2/21/20

**\*\*\* ALL OVERNIGHT FIELD TRIPS WITH AN ATTACHED AGENDA MUST BE BOARD APPROVED.**

**FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE 1<sup>ST</sup>**

**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

Date Received in the District Office 3-9-2020  
Board Approval Date \_\_\_\_\_  
Over Night Trip  Yes  No

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

School GCHS Date of Request 3-9-20  
Teacher Wilkins Class Girls Basketball  
Number of Students Involved 20 Cost Per Student N/A  
Date of Trip 3-11-20 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 \_\_\_\_\_ Teachers 2 Teacher Assistant 2  
Parents \_\_\_\_\_ Others Wife  
Destination: MTSU STATE TOURNAMENT  
Time of Departure: 9:00 AM Time of Return: TBD  
Purpose of the Trip: Participate in State tournament

Field Trip Activities: \_\_\_\_\_

**ATTACH LESSON PLAN FOR FOLLOW-UP**

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

Approved  Disapproved \_\_\_\_\_ Principal James M. Hays Date 3/9/20

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Supervisor \_\_\_\_\_ Date \_\_\_\_\_

Approved  Disapproved \_\_\_\_\_ Director of Schools Eddie Pruett Date 3/9/20

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

	A	B	C	D	E	F	G
1	<b>Band Equipment Bids (03/10/2020)</b>						
2							
3				<u>Vendor</u>	<u>Amount</u>		<u>Recommendation</u>
6	<b>Gibson County High School</b>						
7	<b>Perucssion Equipment:</b>						
8	<b>(Note: 4-6 month ETA)</b>			Amro Music	\$21,743.13		
9	(see attached listing)			Steve Weiss Music	<b>\$17,387.46</b>		Recommend
10							
11	<b>Guard Equipment:</b>						
12	(see attached listing)			Robert Kapp & Associates	<b>\$1,878.00</b>		Recommend
13				The Band Hall	\$2,073.70		
14							
15	<b>Bass Clarinets:</b>						
16	(see attached listing)			Washington Music Center	\$9,200.70		Recommend
17				Amro Music	<b>\$9,270.00</b>		
18							
19	<b>Dyer School</b>						
20	<b>Brass and Woodwind Instruments</b>						
21	(see attached listing)			Washington Music Center	<b>\$4,117.25</b>		Recommend
22				Amro Music	\$4,859.00		
23							
24							
25	<b>South Gibson County High School</b>						
26	<b>Piccolo</b>			Woodwind Brasswind	\$677.00		
27				Taylor Music	<b>\$675.00</b>		Recommend
28							
29	<b>Amp for Sound System - Crown XLi2500</b>						
30				Internally Sound	<b>\$425.00</b>		Recommend
31				Sweetwater	\$449.00		
32							
33	<b>Bass Drum Field Frame - Titan Field Frame</b>						
34				Woodwind Brasswind	<b>\$668.00</b>		Recommend
35				Steve Weiss	\$719.00		
36							
37	<b>Accessory Rack Percussion Field Frame - Titan</b>						
38				Worldwind Brasswind	<b>\$798.00</b>		Recommend
39				Steve Weiss	\$829.00		
40							
41	<b>Marching Baritone</b>						
42				Woodwind Brasswind	\$2,179.00		
43				Taylor Music	<b>\$2,045.00</b>		Recommend
44							
45	<b>Level V Sight-Reading Music - 10 Songs</b>						
46				JW Pepper	\$928.94		
47				Penders	<b>\$694.00</b>		Recommend
48							
49	<b>Omni-Directional Microphones (2)</b>						

	A	B	C	D	E	F	G
1	<b>Band Equipment Bids (03/10/2020)</b>						
2							
3				<u>Vendor</u>	<u>Amount</u>		<u>Recommendation</u>
50				Interanlly Sound	\$1,363.99		Recommend
51				Sweetwater	\$1,398.00		
52							
53				<b>Total of Recommendations</b>	<b>\$39,321.70</b>		
54							
55	<b>Gibson County High School Narrative:</b>						
56	<p>The GCHS Marching Pioneers are seeking funds to replace some aged equipment for the 2020-21 school year. We are looking to replace our battery equipment (drum line) along with two concert bass drums in the front ensemble. All of this equipment is 10+ years old and is in need of replacement. The great part about the battery equipment is that it can still be used by our middle school programs who do not require as high of quality equipment that the high school does due to the activity level at the middle school vs. the high school. In addition, we are looking to replace some aged guard equipment which includes practice flags, rifles, and poles. All of these items we have had for my entire tenure (14 years) at Gibson County and are in desperate need of replacement. Finally we are in need of a couple of good quality bass clarinets. Our current bass clarinets were probably purchased when the school was built in the 80s and the constant repair bill each year, sometimes multiple times a year, to keep the horns in good playing position is starting to be more than the actual worth of the horn. I hope with your help and support we'll be able to replace some of this aged equipment and continue our success at Gibson County High School!</p>						
57							
58	<b>Dyer Narrative:</b>						
59	<p>The directors at Dyer School (3 in the last 14 years) have struggled to get the numbers in band that we think are appropriate for a school the size of Dyer. We believe part of this is due to the fact that some families simply cannot afford an instrument for their student to play in order to participate in band. We believe that these students are interested in band but when they take the rental document home that entails the costs to rent an instrument for band, parents simply say no and then the student never beckons the doors of the band room again. We believe that we can help with this problem. With the help of Mr. Turner, we have developed a 5 year plan to purchase some school owned equipment so EVERY student who wants to participate in Dyer's Band Program can do so irregardless of their family's ability to pay for an instrument. Our 5 year plan calls for the purchase of 5 instruments per year for a total of 25 instruments purchased at the conclusion of the plan. Before receiving one of these instruments, each student will be required to have a parent signed contract stating that anything above the normal wear/tear of an instrument will be the responsibility of the parent(s) to foot the repair bill. We believe this could be a game changer in the lives of many students of Dyer School who want to participate in band but lack the financial ability to do so. We appreciate your support.</p>						
60							
61	<b>Recommendation :</b>						
62	Recommend that band equipment be purchased as listed for GCHS, Dyer and SGCHS Bands. Also, to amend the budget for \$39,321.70.						

Steve Weiss Music  
 2324 Wyandotte Road  
 Willow Grove PA 19090  
 Ph: (215) 659-0100 Fx: (215) 659-1170

GCHS p. 1 of 3

Quotation # 979817A	<b>PERCUSSION EQUIPMENT</b>	Quotation Date 02/19/20	Page 1
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Bill To ACCOUNTS PAYABLE GIBSON COUNTY SPECIAL SCHOOL DISTRICT PO BOX 60 130 TRENTON HWY DYER, TN 38330	Ship To JEREMY TATE GIBSON COUNTY HIGH SCHOOL BAN 130 TRENTON HIGHWAY DYER, TN 38330
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Customer No. 549496	Sales I.D. NR /NR	Reference #	Source S /EMAIL	Terms QUOTATION, EXP 04/19/20
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Ordered By	Warehouse	Phone Number (731) 692-3803	Total Wt. 0.0	Zone	Pkg 0	Ship Via INC
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Quoted prices reflect payment by check within 30 days  
 to avoid additional 3% charge for card payment.  
 \*\* FREE SHIPPING \*\*

Qty	B/O	Ship	Item #	Description	Un. Price	Ds	Amount
3			PEA-MSS300 0	14-Pearl Marching Snare Drum Stand (Advanced)	151.02	--	453.06
2			PEA-MTS300 0	14-Pearl Marching Tenor Stand (Advanced)	169.05	--	338.10
1			PEA-PD1614	21D-Pearl Marching Bass Drum Case, 16" No Foam	81.34	--	81.34
1			PEA-PD1814	21D-Pearl Marching Bass Drum Case, 18" No Foam	85.26	--	85.26
1			PEA-PD2014	21D-Pearl Marching Bass Drum Case, 20" No Foam	99.96	--	99.96
1			PEA-PD2214	21D-Pearl Marching Bass Drum Case, 22" No Foam	107.80	--	107.80
1			PEA-PD2614	21D-Pearl Marching Bass Drum Case, 26" No Foam	126.42	--	126.42
3			PEA-PD1412	21D-Pearl Marching Snare Drum Case, No Foam (Fits 13" or 14" Drums)	77.42	--	232.26
2			PEA-PD8004	21D-Pearl Marching Tenor Case - No Foam Fits All Configurations	145.04	--	290.08
1			PEA-MDCG16	21G-Pearl Marching Bass Drum Cover, Grey - 16	45.08	--	45.08
1			PEA-MDCG18	21G-Pearl Marching Bass Drum Cover, Grey - 18	45.08	--	45.08
1			PEA-MDCG20	21G-Pearl Marching Bass Drum Cover, Grey - 20	49.98	--	49.98
1			PEA-MDCG22	21G-Pearl Marching Bass Drum Cover, Grey - 22	49.98	--	49.98

Steve Weiss Music  
 2324 Wyandotte Road  
 Willow Grove PA 19090  
 Ph: (215)659-0100 Fx: (215)659-1170

GCHS p. 2 of 3

Quotation # 979817A	<b>PERCUSSION EQUIPMENT</b>	Quotation Date 02/19/20	Page 2
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Bill To ACCOUNTS PAYABLE GIBSON COUNTY SPECIAL SCHOOL DISTRICT PO BOX 60 130 TRENTON HWY DYER, TN 38330	Ship To JEREMY TATE GIBSON COUNTY HIGH SCHOOL BAN 130 TRENTON HIGHWAY DYER, TN 38330
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Customer No. 549496	Sales I.D. NR /NR	Reference #	Source S /EMAIL	Terms QUOTATION, EXP 04/19/20
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Ordered By	Warehouse	Phone Number (731) 692-3803	Total Wt. 0.0	Zone	Pkg 0	Ship Via INC
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Quoted prices reflect payment by check within 30 days  
 to avoid additional 3% charge for card payment.

\*\* FREE SHIPPING \*\*

Qty	B/O	Ship	Item #	Description	Un. Price	Ds	Amount
1			PEA-MDCG26	21G-Pearl Marching Bass Drum Cover, Grey - 26	57.82	--	57.82
2			PEA-MDCG02 34	21G-Pearl Marching Quad/Quint Cover, Grey - 0234	57.82	--	115.64
3			PEA-MDCG14	21G-Pearl Marching Snare Drum Cover, Grey - 14	43.12	--	129.36
2			ADM-ABDS36 22	4A-Adams Concert Mahogany Bass Drum - 36x22 Includes STBD Suspended Stand	2190.30	--	4380.60
1			PEA-PBDML1 614-CUST	6C-Pearl Championship Maple Bass Drum 16x14 ** SPECIFY FINISH & HARDWARE ** ** 960 BLUE BURST ** ** BLACK POWDER COAT HARDWARE **	554.68	--	554.68
1			PEA-PBDML1 814-CUST	6C-Pearl Championship Maple Bass Drum 18x14 ** SPECIFY FINISH & HARDWARE ** ** 960 BLUE BURST ** ** BLACK POWDER COAT HARDWARE **	585.06	--	585.06
1			PEA-PBDML2 014-CUST	6C-Pearl Championship Maple Bass Drum 20x14 ** SPECIFY FINISH & HARDWARE ** ** 960 BLUE BURST ** ** BLACK POWDER COAT HARDWARE **	634.06	--	634.06
1			PEA-PBDML2 214-CUST	6C-Pearl Championship Maple Bass Drum 22x14 ** SPECIFY FINISH & HARDWARE ** ** 960 BLUE BURST ** ** BLACK POWDER COAT HARDWARE **	646.80	--	646.80

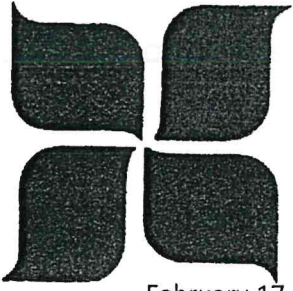
Steve Weiss Music  
 2324 Wyandotte Road  
 Willow Grove PA 19090  
 Ph: (215)659-0100 Fx: (215)659-1170

GCHS  
 p. 3 of 3

Quotation # 979817A					Quotation Date 02/19/20		Page 3	
Bill To ACCOUNTS PAYABLE GIBSON COUNTY SPECIAL SCHOOL DISTRICT PO BOX 60 130 TRENTON HWY DYER, TN 38330				Ship To JEREMY TATE GIBSON COUNTY HIGH SCHOOL BAN 130 TRENTON HIGHWAY DYER, TN 38330				
Customer No. 549496	Sales I.D. NR /NR	Reference #	Source S /EMAIL	Terms QUOTATION, EXP 04/19/20				
Ordered By		Warehouse	Phone Number (731) 692-3803	Total Wt. 0.0	Zone	Pkg 0	Ship Via INC	

Quoted prices reflect payment by check within 30 days  
 to avoid additional 3% charge for card payment.  
 \*\* FREE SHIPPING \*\*

Qty	B/O	Ship	Item #	Description	Un. Price	Ds	Amount
1			PEA-PBDML2 614-CUST	6C-Pearl Championship Maple Bass Drum 26x14 ** SPECIFY FINISH & HARDWARE ** ** 960 BLUE BURST ** ** BLACK POWDER COAT HARDWARE **	734.02	--	734.02
2			PEA-PMTCC6 0234N-CUST	6D-Pearl Championship CarbonCore Quints, 6,10,12,13,14 ** SPECIFY COLOR & HW ** ** 962 BLUE FADE TOP ** ** BLACK POWDER COAT HARDWARE **	1788.50	--	3577.00
3			PEA-CXS-1	6E-Pearl CX Air Frame Snare Drum Carrier	204.82	--	614.46
2			PEA-CXT-1	6E-Pearl CX Air Frame Tenor Carrier	232.26	--	464.52
3			PEA-MSB1	6E-Pearl Marching Stick Bag, Holds 1 Pair	17.64	--	52.92
2			PEA-MSB2	6E-Pearl Marching Stick Bag. Holds 2 Pair	23.03	--	46.06
3			PEA-FFXCC1 412-CUST	Pearl Championship CarbonCore FFX Snare, 14x12 ** SPECIFY COLOR & HW ** ** 960 BLUE BURST ** ** BLACK POWDER COAT HARDWARE **	930.02	--	2790.06
					MERCHANDISE QUOTATION TOTAL \$		17387.46
					QUOTATION TOTAL \$		17387.46



February 17, 2020

# Robert L. Kapp & Associates, Inc

909 Hammock Oak Ln  
Lexington, KY 40515

Toll Free: 800-775-3430  
Phone: 859-278-9905

P.O. Box 23254  
Lexington, KY 40523

Fax: 859-277-8864  
bobkapp@kappinc.com

GCHS

GUARD EQUIPMENT

To: Gibson County Board of Education  
Jeremy Tate & DeDe Johnson

Thanks very much for the opportunity of supplying band equipment for the proposed Rose Bowl trip. What a great honor for your bands. I realize it may be impossible for pinning down the actual purchase time, so I am submitting prices based on 2 possible dates that may or may not affect the current prices. If you have any questions, please do not hesitate to contact me personally.

50 – 6' Silver Premium Flag Poles with top/bottom weights

Before April 1<sup>st</sup> `2020 \$17.70 Each = \$885.00

After April 1<sup>st</sup> `2020 \$17.95 Each = \$897.50

Estimated shipping for Poles \$109.75

50 – Curved Rectangular Poly-China Flags 36" x 54"

(12-Yellow, 12-White, 12-Pink, 14-Sky Blue)

\$9.50 Each = \$475.00 – Before or After April 1st

10 – Elite 5 Rifles (37.5) w/Black Leather Strap & Black Bolt

\$35.95 Each = \$359.50 – Before or After April 1<sup>st</sup>

Estimated shipping on Flags & Rifles (Shipped together) \$48.75

Robert Kapp, President  
Robert Kapp & Associates



**Washington Music Sales Center, Inc.**  
 D/B/A Washington Music Center  
 11151 Veirs Mill Road Wheaton, MD 20902  
 DUNS No.: 02-429-1544 Employer ID: 53-0259612  
 Phone: 301-946-8808 Fax: 301-946-0487

# SALES QUOTE

Page: 1  
 Quote No.: SQ53496  
 Quote Date: 02/12/20

*GC HS*  
*BASS CLARINETS*

**Quote**  
**To:** GIBSON COUNTY SCHOOL DISTRICT  
 PO BOX 190  
 130 TRENTON HWY  
 DYER, TN 38330  
 Jeremy Tate

**Salesperson:** MANDY FRIED  
**Valid Through:** 03/12/20  
**Terms:** Net 30 Days  
**FOB:** Destination

Qty.	Product Description	Unit Price	Total Price
1	BUFFET CRAMPON BC1180-2-0 BUFFET CRAMPON BB STUDENT BASS CLARINET	4,600.35	4,600.35
1	LEBLANC L60 *BASS CLARINET WOOD WITH NICKEL KEYS	4,923.80	4,923.80
1	YAMAHA YCL-621 -PROFESSIONAL BASS CLARINET KEY OF BB; KEYS TO LOW EB;	6,407.20	6,407.20
1	YAMAHA YCL-622II -PROFESSIONAL BASS CLARINET; KEY OF BB; KEYS TO LOW C;	7,290.45	7,290.45
1	SELMER 65 CLARINET BB, BASS CLARINET OFT SELMER PARIS 65 "PRIVILEGE"	9,928.25	9,928.25

*x 2 = \$9,200.70*

WMC \*\* QUOTED PRICES REFLECT PAYMENT  
 BY CHECK OR EFT TO AVOID ADDITIONAL 3% CREDIT CARD  
 PROCESSING FEE.

Conditions: Washington Music Center retains title to all equipment until payment is received in full. Customized systems require deposit. Payments received after due date are subject to late charges. Returns are subject to a 20% restocking fee. All returns must include original packaging, no returns after 30 days. Returns will not be accepted without a return authorization number. Warranties are per manufacturers written limited warranty.  
 Acceptance of Quotation: By signing below I and/or the above listed company agree to purchase the listed equipment from Washington Music Center on the terms and conditions set forth in this quotation. Freight charges may be added.

**Subtotal:** 33,150.05  
**Total Sales Tax:** 0.00

**Total Amount** 33,150.05

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_



# SALES QUOTE

Page: 1  
Quote No.: SQ52976  
Quote Date: 02/07/20

Washington Music Sales Center, Inc.  
D/B/A Washington Music Center  
11151 Veirs Mill Road Wheaton, MD 20902  
DUNS No.: 02-429-1544 Employer ID: 53-0259612  
Phone: 301-946-8808 Fax: 301-946-0487

Quote  
To: GIBSON COUNTY SCHOOL DISTRICT  
PO BOX 190  
130 TRENTON HWY  
DYER, TN 38330  
Trevor Mayhall

Salesperson: MANDY FRIED  
Valid Through: 03/07/20  
Terms: Net 30 Days  
FOB: Destination

*DYER SCHOOL*  
*BRASS AND WOODWIND INSTRUMENTS*

Qty.	Product Description	Unit Price	Total Price
1	YAMAHA YEP-201 STANDARD EUPHONIUM; KEY OF BB 3 NICKEL-PLATED PISTONS; .571"	1,395.10	1,395.10
2	YAMAHA YTR-2330 STANDARD TRUMPET KEY OF BB; .459" BORE; 4 -7/8" YELLOW	505.35	1,010.70
1	YAMAHA YAS-26 STANDARD ALTO SAXOPHONE; KEY OF EB; NICKEL-PLATED KEYS;	913.15	913.15
1	YAMAHA YFL-362 SAME AS YFL-382; EXCEPT WITH OFFSET G	798.30	798.30

WMC \*\* QUOTED PRICES REFLECT PAYMENT  
BY CHECK OR EFT TO AVOID ADDITIONAL 3% CREDIT CARD  
PROCESSING FEE.

\*\*PRICING INCLUDES DELIVERY\*\*

*FOR DYER JR. HIGH*

Conditions: Washington Music Center retains title to all equipment until payment is received in full. Customized systems require deposit. Payments received after due date are subject to late charges. Returns are subject to a 20% restocking fee. All returns must include original packaging, no returns after 30 days. Returns will not be accepted without a return authorization number. Warranties are per manufacturers written limited warranty.  
Acceptance of Quotation: By signing below I and/or the above listed company agree to purchase the listed equipment from Washington Music Center on the terms and conditions set forth in this quotation. Freight charges may be added.

Subtotal: 4,117.25  
Total Sales Tax: 0.00

**Total Amount 4,117.25**

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

# Gibson County Board of Education

Monitoring:  <b>Review: Annually, in October</b>	Descriptor Term:  <b>Community Use of School Facilities</b>	Descriptor Code: <b>3.206</b>	Issued Date: <b>05/13/02</b>
		Rescinds: <b>3.208</b>	Issued: <b>06/13/96</b>

When not in use for school purposes, school buildings and grounds or portions thereof may be used for public, governmental, charitable, civic, recreational, cultural, and other purposes as approved by the Board.<sup>1,2,3</sup>

1. Requests for the use of school facilities shall be made at the office of the principal prior to the date of use;
2. Student clubs and activities, parent-teacher associations, and other organizations affiliated with the schools shall be permitted use of school facilities without charge;
3. School facilities may not be used for private profit, except that unused facilities may be leased for private day-care centers which provide educational and child care services to the community;<sup>2</sup>
4. All activities must be under adult supervision and approved by the building principal. In all cases, an assigned school employee will be present. The group using the facilities will be responsible for any damage to the building or equipment;
5. Groups receiving permission for building use are restricted to the dates and hours approved and to the building area and facilities specified, unless requested changes are approved by the principal;
6. Groups receiving permission for building use are responsible for the observance of all fire and safety regulations at all times;
7. The use of alcoholic beverages, drugs or tobacco, profane language, or gambling in any form is not permitted in school buildings;
8. The Board will cooperate with recognized agencies, such as the Red Cross, National Guard and Civil Defense, and will make suitable facilities available without charge during community emergencies;
9. When school kitchens are used, at least one member of the cafeteria staff must be present to supervise the use of the equipment;
10. The Board will approve and periodically review a fee schedule for the use of school facilities by community or civic organizations and other non-profit, recreational, religious, political or philosophical groups.

---

Legal References

1. TCA 49-50-201
2. TCA 49-2-203(b)(4)
3. *Lamb's Chapel v. Center Moriches Union Free School District*, 113 S. Ct. 2141 (1993)

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Cross References

- Tobacco-Free Schools 1.803  
Care of School Property 6.311

# Gibson County Board of Education

Monitoring:  <b>Review: Annually, in October</b>	Descriptor Term:  <h2 style="margin: 0;">Commercial Advertising on School Buses</h2>	Descriptor Code: <b>3.405</b>	Issued Date:  Issued:
		Rescinds:	

1 Commercial advertising may be displayed on the exterior or interior of a school bus and is subject to  
 2 the following:<sup>1</sup>

- 3 1. The size and location of the advertisement shall be in accordance with state law;<sup>1</sup>
- 4
- 5 2. The Director of Schools/designee shall be responsible for the sale and approval of the  
 6 advertisement;
- 7
- 8 3. There shall be no advertising on school buses of tobacco products, alcohol products, political  
 9 campaigns,<sup>2</sup> or individual food items that cannot be sold to students through vending  
 10 machines;<sup>3</sup>
- 11
- 12 4. The Board shall decide annually as to the cost of commercial advertising per school bus;
- 13
- 14 5. If it is determined that the advertisement shall not be painted on the school bus, it will be  
 15 attached by **[insert specification as to how the advertisement will be attached]**; and
- 16
- 17 6. All contracts for commercial advertising shall comply with state law and board policy, and any  
 18 issues relating to these contracts shall be directed to the Director of Schools.

---

Legal References

1. TCA 49-6-2109(d); TRR/MS 0520-01-05-.01(7)
2. TCA 2-19-144
3. TCA 49-6-2307

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Cross References

Student Transportation Management 3.400

# CURRENT POLICY

<b>Gibson County Board of Education</b>			
Monitoring: Review: <b>Annually, in November</b>	Descriptor Term: <h2 style="text-align: center; margin: 0;">Basic Curriculum Program</h2>	Descriptor Code: <b>4.201</b>	Issued Date: <b>05/13/02</b>
		Rescinds: <b>4.201</b>	Issued: <b>06/13/96</b>

1 The Board shall not discriminate on the basis of sex, race, national origin, creed, age, or marital status  
 2 in its educational programs or activities.

3 Curriculum material utilized shall reflect the cultural and racial diversity present in the United States and  
 4 the variety of careers and roles open to women as well as men in our society. One of the objectives of  
 5 the total curriculum and teaching strategies is to reduce stereotyping and to eliminate bias on the basis  
 6 of sex, race, ethnicity, religion and disability. The curriculum shall foster respect and appreciation of the  
 7 cultural diversity found in our country and an awareness of the rights, duties and responsibilities of each  
 8 individual as a member of a pluralistic society.<sup>1</sup>

9 The course of study in the schools shall include those subjects required by the Legislature and Tennessee  
 10 State Board of Education as follows: reading, writing, spelling, arithmetic, English, geography, hygiene,  
 11 sanitation, music, drawing, black history and culture, physical education, character education and free  
 12 enterprise. Specific topics required in the schools include: nature of alcoholic drinks, narcotics and  
 13 smoking of cigarettes and their effect upon the human system; history of Tennessee and its Constitution;  
 14 history of the United States and its Constitution; displaying of the American flag; highway safety; and  
 15 defensive driving.<sup>2</sup>

16 The Board of Trustees reserves the right to add additional courses and to amend the content of prescribed  
 17 courses as experience and the process of curriculum development indicate the desirability of such  
 18 change.

---

Legal References

1. 42 USCA § 12101; 34 CFR § 106.34
2. TCA 49-6-1001 through 49-6-1205; TCA 49-6-1301

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Cross References

Student Goals 6.100

# PROPOSED POLICY

<b>Gibson County Board of Education</b>			
Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Basic Curriculum Program</b>	Descriptor Code: <b>4.201</b>	Issued Date: <b>05/13/02</b>
		Rescinds: <b>4.201</b>	Issued: <b>06/13/96</b>

1 The Board shall not discriminate on the basis of sex, race, national origin, creed, age, or marital status  
2 in its educational programs or activities.

3 Curriculum material utilized shall reflect the cultural and racial diversity present in the United States and  
4 the variety of careers and roles open to women as well as men in our society. One of the objectives of  
5 the total curriculum and teaching strategies is to reduce stereotyping and to eliminate bias on the basis  
6 of sex, race, ethnicity, religion and disability. The curriculum shall foster respect and appreciation of the  
7 cultural diversity found in our country and an awareness of the rights, duties and responsibilities of each  
8 individual as a member of a pluralistic society.<sup>1</sup>

9 The course of study in the schools shall include those subjects required by the Legislature and Tennessee  
10 State Board of Education as follows: reading, writing, spelling, arithmetic, English, geography, hygiene,  
11 sanitation, music, drawing, black history and culture, physical education, character education and free  
12 enterprise. Specific topics required in the schools include: nature of alcoholic drinks, narcotics and  
13 smoking of cigarettes and their effect upon the human system; history of Tennessee and its Constitution;  
14 history of the United States and its Constitution; displaying of the American flag; highway safety; and  
15 defensive driving.<sup>2</sup>

16 The Board of Trustees reserves the right to add additional courses and to amend the content of prescribed  
17 courses as experience and the process of curriculum development indicate the desirability of such  
18 change.

## 19 **General**

20 Pupil-teacher ratios shall not exceed averages outlined in state law. Further, class sizes shall not exceed  
21 the maximum allowed by state law.

## 22 **WAIVERS**

23 The Director of Schools/designee may seek a waiver from the Commissioner of Education to extend the  
24 career and technical education (CTE) classed in grades nine through twelve (9-12) as long as these class  
25 sizes do not exceed the maximum.

26 If a natural disaster results in the enrollment of displaced students, the Commissioner of Education may  
27 grant a waiver from the maximum class sizes.

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Legal References

1. 42 USCA § 12101; 34 CFR § 106.34
2. TCA 49-6-1001 through 49-6-1205; TCA 49-6-1301

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Cross References

Student Goals 6.100

# CURRENT POLICY

<b>Gibson County Board of Education</b>			
Monitoring: Review: Annually, in November	Descriptor Term: <b>Field Trips and Excursions</b>	Descriptor Code: 4.302	Issued Date: 06/13/96
		Rescinds:	Issued:

1 Field trips designed to stimulate student interest and inquiry and to provide opportunities for social  
2 growth and development are considered appropriate extensions of the classroom.

3 To be educationally beneficial, a field trip requires thoughtful selection, careful advance preparation of  
4 the class, and opportunities for students to summarize the experience at the conclusion of the trip. To  
5 this end, teachers and principals will be expected to consider the following factors in selecting field  
6 trips:

- 7 1. Value of the activity to the particular class group or groups;
- 8 2. Relationship of the field trip activity to a particular aspect of classroom instruction;
- 9 3. Suitability of the activity and distance traveled in terms of the age level;
- 10 4. Mode and availability of transportation; and
- 11 5. Cost.

12 The following guidelines shall be followed in planning and conducting field trips and excursions:

- 13 1. Any teacher desiring to take a group of students on an educational field trip must obtain  
14 advance approval of the principal;
- 15 2. The trip must have a definite purpose and reflect careful planning. Students should be prepared  
16 by general class discussion and/or research;
- 17 3. If bus transportation is required, the principal or his/her designee shall make the necessary  
18 arrangements. A fee will be charged to the school for mileage when school system buses are  
19 used;
- 20 4. Signed parental permission forms must be obtained for every student making an off-campus  
21 trip beyond the immediate vicinity of the school. The principal shall ensure that these forms are  
22 kept on file for the remainder of the school year. The form for parental permission must  
23 include: purpose, date, time of departure and return, travel plans, destination, number of

- 1 chaperones, personal expense involved, rules of conduct and penalties for violation, and other  
2 facts necessary for parents to be fully informed. This information is to be completed by the  
3 school before the form is signed by the parent;
- 4 5. Overnight educational trips and chaperones must be approved by the principal and the director  
5 of schools in advance. These groups must be accompanied by at least one regular staff member  
6 and others from the school who are appropriate for adequate supervision and shall be  
7 responsible for student conduct while away. There must be at least one female and one male  
8 chaperone if the trip is for a mixed group;
- 9 6. Students shall not be penalized for participating in approved school-sponsored trips and  
10 activities. Teachers shall permit students to make up class assignments missed because of a trip  
11 or activity;
- 12 7. All accidents that occur on a school-sponsored trip must be reported by the teacher to the  
13 principal immediately upon returning to school. Serious accidents involving personal injury  
14 must be reported immediately to the principal and/or director of schools. An emergency shall  
15 be dealt with promptly by the teacher or other members of the school staff by taking  
16 appropriate action, including sending the student to the hospital or summoning medical aid or  
17 ambulance. In cases where it is necessary to send the student to the hospital, reasonable effort  
18 must be made to notify the parents.
- 19 8. Any school-sponsored trip not meeting the “educationally beneficial” criteria as defined in this  
20 section must have prior approval of the director of schools or his/her designee;
- 21 9. Any school-sponsored trip which is both out-of-state and overnight must have prior approval  
22 by the Board.

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Cross References

Extracurricular Activities 4.300  
Attendance 6.200

# PROPOSED POLICY

<b>Gibson County Board of Education</b>			
Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Field Trips/Excursions/Competitions</b>	Descriptor Code: <b>4.302</b>	Issued Date: <b>06/13/96</b>
		Rescinds:	Issued:

1 Field trips designed to stimulate student interest and inquiry and to provide opportunities for social  
2 growth and development are considered appropriate extensions of the classroom.

3 To be educationally beneficial, a field trip requires thoughtful selection, careful advance preparation of  
4 the class, and opportunities for students to summarize the experience at the conclusion of the trip. To  
5 this end, teachers and principals will be expected to consider the following factors in selecting field trips:

- 6 1. Value of the activity to the particular class group or groups;
- 7 2. Relationship of the field trip activity to a particular aspect of classroom instruction;
- 8 3. Suitability of the activity and distance traveled in terms of the age level;
- 9 4. Mode and availability of transportation; and
- 10 5. Cost.

11 The following guidelines shall be followed in planning and conducting field trips and excursions:

- 12 1. Any teacher desiring to take a group of students on an educational field trip must obtain advance  
13 approval of the principal;
- 14 2. The trip must have a definite purpose and reflect careful planning. Students should be prepared  
15 by general class discussion and/or research;
- 16 3. If bus transportation is required, the principal or his/her designee shall make the necessary  
17 arrangements. A fee will be charged to the school for mileage when school system buses are  
18 used;
- 19 4. Signed parental permission forms must be obtained for every student making an off-campus trip  
20 beyond the immediate vicinity of the school. The principal shall ensure that these forms are kept  
21 on file for the remainder of the school year. The form for parental permission must include:  
22 purpose, date, time of departure and return, travel plans, destination, number of chaperones,  
23 personal expense involved, rules of conduct and penalties for violation, and other facts necessary

- 1 for parents to be fully informed. This information is to be completed by the school before the  
2 form is signed by the parent;
- 3 5. Overnight educational trips and chaperones must be approved by the principal and the director  
4 of schools in advance. These groups must be accompanied by at least one regular staff member  
5 and others from the school who are appropriate for adequate supervision and shall be responsible  
6 for student conduct while away. There must be at least one female and one male chaperone if the  
7 trip is for a mixed group;
- 8 6. Students shall not be penalized for participating in approved school-sponsored trips and  
9 activities. Teachers shall permit students to make up class assignments missed because of a trip  
10 or activity;
- 11 7. All accidents that occur on a school-sponsored trip must be reported by the teacher to the  
12 principal immediately upon returning to school. Serious accidents involving personal injury must  
13 be reported immediately to the principal and/or director of schools. An emergency shall be dealt  
14 with promptly by the teacher or other members of the school staff by taking appropriate action,  
15 including sending the student to the hospital or summoning medical aid or ambulance. In cases  
16 where it is necessary to send the student to the hospital, reasonable effort must be made to notify  
17 the parents.
- 18 8. Any school-sponsored trip not meeting the “educationally beneficial” criteria as defined in this  
19 section must have prior approval of the director of schools or his/her designee;
- 20 9. Any school-sponsored trip which is both out-of-state and overnight must have prior approval by  
21 the Board.

22 **General**

23 The Board encourages field trips, excursions, and competitions when the experiences are an integral part  
24 of the school curriculum and contribute to the Board’s desired educational goals.

25 The Director of Schools shall develop procedures for submitting, reviewing, and approving requests for  
26 field trips, excursions, and competitions. Any request that requires students to travel out of state or stay  
27 overnight requires prior Board approval.

28 **INDEPENDENTLY PLANNED TRIPS**

29 Trips privately planned by school district employees, acting outside the scope of their employment, are  
30 not authorized by the school district.

1 These trips are not approved by the Board and are not considered a part of the curriculum. Total  
2 responsibility for privately planned trips rests with the chaperone(s) as well as with the  
3 parent(s)/guardian(s) of the students participating in the trip. The following restrictions shall apply:

- 4 1. Board funds or resources shall not be used;
- 5
- 6 2. School district materials shall not be used;
- 7
- 8 3. The Board shall not assume any liability;
- 9
- 10 4. Employees are not authorized to act on behalf of the school district;
- 11
- 12 5. Recruitment efforts made by an employee shall not occur during the instructional school  
13 day; and
- 14
- 15 6. Absences caused by participation in privately planned trips shall be considered unexcused.

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Cross References

Advertising and Distribution of Materials in the Schools  
1.806  
Special Use of School Vehicles 3.402  
Extracurricular Activities 4.300  
Attendance 6.200

# CURRENT POLICY

<b>Gibson County Board of Education</b>			
Monitoring: Review: <b>Annually, in November</b>	Descriptor Term: <b>Graduation Activities</b>	Descriptor Code: <b>4.606</b>	Issued Date: <b>04/12/18</b>
		Rescinds: <b>4.606</b>	Issued: <b>10/13/16</b>

1 Students assigned to ALC (Alternative Learning Center) will be ineligible to participate in graduation  
2 activities. Students, also, must be in "good standing" to participate in graduation activities.

3 Students who have not met all graduation requirements on the day of graduation but who will complete  
4 graduation requirements through credit recovery will be allowed to participate in graduation activities.<sup>1</sup>  
5 In the processional they will follow the students who have completed graduation requirements, will be  
6 seated on the last row, and will stand and be recognized as students who will complete graduation  
7 requirements following summer credit recovery. (These students will be given the choice of having their  
8 names read.)

9 Students are expected to participate in all graduation activities. Graduation apparel shall be determined  
10 by the administration of each school and shall be the personal expense of each student, except for  
11 students who are eligible to receive free or reduced price lunches.<sup>2</sup> In such cases, the school shall assume  
12 responsibility for payment of fees, provided, however, that the school shall not be responsible for the  
13 expenses of graduation apparel if it consists only of the student's personal clothing. All other graduation  
14 expenses shall be the responsibility of the Board.

15 Graduation ceremonies shall be physically accessible to all students, their parents and/or guardians, and  
16 other interested citizens.<sup>3</sup>

17 Students who do not wish to participate in graduation activities shall make this known to the school  
18 principal at least five (5) days prior to the day of graduation. Non-participating students will receive their  
19 diplomas, or certificates, from the principal's office on the day following graduation ceremonies.

20 The ceremony and all activities included shall not be religious in nature.<sup>4</sup> The content of any students'  
21 speeches shall not reflect the endorsement, sponsorship, position, or expression of the school, employees,  
22 or board.

23 The director of schools shall develop procedures to ensure that students are recognized at graduation  
24 ceremonies for the following achievements:<sup>5</sup>

- 25 • Honors;
- 26 • State Honors;
- 27 • State Distinction;
- 28 • District Distinction;

- 1 • Tri-Star Scholar;
- 2 • Students receiving a TN Seal of Biliteracy;
- 3 • Students voluntarily completing at least ten (10) hours of community service each semester the
- 4 student is in attendance at a public high school;
- 5 • Students receiving a gold or platinum medal on National Career Readiness Certificate; and
- 6 • Students graduating with a district-developed work ethic distinction.

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**Legal References**

1. TCA 49-6-405
2. TCA 49-2-114
3. 28 CFR § 36.201
4. *Lee v. Weisman*, 505 U.S. 577(1992), 112 S. Ct. 2649, 120 L. Ed. 2d 467 (1992)
5. TRR/MS 0520-01-03-.06(1)(c); State Board of Education Policy 2.103
6. State Board of Education Policy 2.103

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**Cross References**

Section 504 & ADA Grievance Procedures 1.802  
Student Fees and Fines 6.709

# PROPOSED POLICY

<b>Gibson County Board of Education</b>			
Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Graduation Activities</b>	Descriptor Code: <b>4.606</b>	Issued Date: <b>04/12/18</b>
		Rescinds: <b>4.606</b>	Issued: <b>10/13/16</b>

1 Students assigned to ALC (Alternative Learning Center) will be ineligible to participate in graduation  
2 activities. Students, also, must be in "good standing" to participate in graduation activities.

3 Students who have not met all graduation requirements on the day of graduation but who will complete  
4 graduation requirements through credit recovery will be allowed to participate in graduation activities.<sup>1</sup>  
5 In the processional they will follow the students who have completed graduation requirements, will be  
6 seated on the last row, and will stand and be recognized as students who will complete graduation  
7 requirements following summer credit recovery. (These students will be given the choice of having their  
8 names read.)

9 Students are expected to participate in all graduation activities. Graduation apparel shall be determined  
10 by the administration of each school and shall be the personal expense of each student, except for  
11 students who are eligible to receive free or reduced price lunches.<sup>2</sup> In such cases, the school shall assume  
12 responsibility for payment of fees, provided, however, that the school shall not be responsible for the  
13 expenses of graduation apparel if it consists only of the student's personal clothing. All other graduation  
14 expenses shall be the responsibility of the Board.

15 Graduation ceremonies shall be physically accessible to all students, their parents and/or guardians, and  
16 other interested citizens.<sup>3</sup>

17 Students who do not wish to participate in graduation activities shall make this known to the school  
18 principal at least five (5) days prior to the day of graduation. Non-participating students will receive their  
19 diplomas, or certificates, from the principal's office on the day following graduation ceremonies.

20 Graduation activities organized by district employees shall not be religious in nature<sup>4</sup>. The content of  
21 any students' speeches shall not reflect the endorsement, sponsorship, position, of expression of the  
22 school, employees, or Board.

23 The director of schools shall develop procedures to ensure that students are recognized at graduation  
24 ceremonies for the following achievements:<sup>5</sup>

- 25 • Honors;
- 26 • State Honors;
- 27 • State Distinction;
- 28 • District Distinction;

- 1     • Tri-Star Scholar;
- 2     • Students receiving a TN Seal of Biliteracy;
- 3     • Students voluntarily completing at least ten (10) hours of community service each semester the
- 4         student is in attendance at a public high school;
- 5     • Students receiving a gold or platinum medal on National Career Readiness Certificate; and
- 6     • Students graduating with a district-developed work ethic distinction.

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**Legal References**

1. TCA 49-6-405
2. TCA 49-2-114
3. 28 CFR § 36.201
4. *Lee v. Weisman*, 505 U.S. 577(1992), 112 S. Ct. 2649, 120 L. Ed. 2d 467 (1992)
5. TRR/MS 0520-01-03-.06(1)(c); State Board of Education Policy 2.103
6. State Board of Education Policy 2.103

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**Cross References**

Section 504 & ADA Grievance Procedures 1.802  
Student Fees and Fines 6.709

# CURRENT POLICY

<b>Gibson County Board of Education</b>			
Monitoring: <b>Review: Annually, in March</b>	Descriptor Term: <b>Code of Conduct</b>	Descriptor Code: <b>6.300</b>	Issued Date: <b>10/11/18</b>
		Rescinds: <b>6.300</b>	Issued: <b>06/13/96</b>

1 The Board delegates to the Director of Schools the responsibility of developing specific codes of  
2 conduct which are appropriate for each level of school. The development of each code shall involve  
3 principals and faculty members of each level and shall be consistent with the relevant policies as  
4 adopted by the Board.<sup>1</sup>

5 The following levels of misbehavior and disciplinary procedures and options are standards designed to  
6 protect all members of the educational community in the exercise of their rights and duties and to  
7 maintain a safe learning environment where orderly learning is possible and encouraged.<sup>2</sup> These  
8 misbehaviors apply to student conduct on school buses, on school property, and while students are on  
9 school sponsored outings.

## 10 MISBEHAVIORS: LEVEL I

11 This level includes minor misbehavior on the part of the student which impedes orderly classroom  
12 procedures or interferes with the orderly operation of the school but which can usually be handled by  
13 an individual staff member.

### 14 *Examples (not an exclusive listing)*

- 15 • Classroom disturbances
- 16 • Classroom tardiness
- 17 • Cheating and lying
- 18 • Abusive language
- 19 • Non-defiant failure to do assignments or carry out directions
- 20 • Wearing, while on the grounds of a public school during the regular school day,  
21 clothing that exposes underwear or body parts in an indecent manner that disrupts the  
22 learning environment<sup>3</sup>
- 23 • Victimization of any student (Harassment (Sexual, Racial, Ethnic, Religious), Bullying,  
24 Cyber-bullying, and/or Hazing)

### 25 *Disciplinary Procedures*

- 26 • Staff member intervenes immediately.
- 27 • Staff member determines what offense was committed and its severity.
- 28 • Staff member determines who committed the offense and if he/she understands the  
29 nature of the offense.
- 30 • Staff member employs appropriate disciplinary options.
- 31 • The record of the offense and disciplinary action shall be maintained by the staff  
32 member.

1            *Disciplinary Options*

- 2            • Verbal reprimand
- 3            • Special assignment
- 4            • Restricting activities
- 5            • Assigning work details
- 6            • Counseling
- 7            • Withdrawal of privileges
- 8            • Issuance of demerits
- 9            • Strict supervised study
- 10           • Detention
- 11           • Corporal punishment
- 12           • In-school suspension

13        **MISBEHAVIORS: LEVEL II**

14        This level includes misbehavior whose frequency or seriousness tends to disrupt the learning climate of  
15        the school. These misbehaviors do not represent a direct threat to the health and safety of others but  
16        have educational consequences serious enough to require corrective action on the part of  
17        administrative personnel.

18            *Examples (not an exclusive listing)*

- 19           • Continuation of unmodified Level I behaviors
- 20           • School or class tardiness
- 21           • Using forged notes or excuses
- 22           • Disruptive classroom behavior

23            *Disciplinary Procedures*

- 24           • The student is referred to the principal for appropriate disciplinary action.
- 25           • The principal meets with the student and teacher.
- 26           • The principal hears the accusation made by the teacher and allows the student the  
27           opportunity to explain his/her conduct.
- 28           • The principal takes appropriate disciplinary action and notifies the teacher of the action.
- 29           • The record of offense and disciplinary action shall be maintained by the principal.

30            *Disciplinary Options*

- 31           • Teacher/schedule change
- 32           • Modified probation
- 33           • Behavior modification
- 34           • Social probation
- 35           • Peer counseling
- 36           • Referral to outside agency
- 37           • In-school suspension

- 1 • Transfer
- 2 • Detention
- 3 • Suspension from school-sponsored activities or from riding school bus
- 4 • Corporal punishment
- 5 • Out-of-school suspension (not to exceed ten (10) days)

### 6 MISBEHAVIORS: LEVEL III

7 This level includes acts directly against persons or property but whose consequences do not seriously  
8 endanger the health or safety of others in the school.

9 *Examples (not an exclusive listing)*

- 10 • Continuation of unmodified Level I and II behaviors
- 11 • Fighting
- 12 • Vandalism (minor)
- 13 • Use, possession, sale, distribution, and/or being under the influence of tobacco, drugs,  
14 drug paraphernalia, and/or alcohol
- 15 • Stealing
- 16 • Threats to others
- 17 • Victimization of any student (Harassment (Sexual, Racial, Ethnic, Religious), Bullying,  
18 Cyber-bullying, and/or Hazing)

19 *Disciplinary Procedures*

- 20 • The student is referred to the principal for appropriate disciplinary action.
- 21 • The principal meets with the student and teacher.
- 22 • The principal hears the accusation and allows the student the opportunity to explain  
23 his/her conduct.
- 24 • The principal takes appropriate disciplinary action.
- 25 • The principal may refer incident to the Director of Schools and make recommendations  
26 for consequences.
- 27 • If the student's program is to be changed, adequate notice shall be given to the student  
28 and his/her parent(s)/guardian(s) of the charges against him, his/her right to appear at a  
29 hearing, and his/her right to be represented by a person of his/her choosing.
- 30 • Any change in school assignment is appealable to the Board.
- 31 • The record of offense and disciplinary action shall be maintained by the principal.

32 *Disciplinary Options*

- 33 • In-school suspension
- 34 • Detention
- 35 • Corporal punishment
- 36 • Restitution from loss, damage, or stolen property
- 37 • Out-of-school suspension not to exceed ten (10) days
- 38 • Social adjustment classes

- 1 • Transfer
- 2 • Expulsion

### 3 MISBEHAVIORS: LEVEL IV

4 This level of misbehavior includes acts which result in violence to another's person or property or  
5 which pose a threat to the safety of others in the school. These acts are so serious that they usually  
6 require administrative actions which result in the immediate removal of the student from the school,  
7 the intervention of law enforcement authorities, and/or action by the Board.

8 If a student's action poses a threat to the safety of others in the school, a teacher, principal, school  
9 employee, or school bus driver may use reasonable force when necessary to prevent bodily harm or  
10 death to another person.

#### 11 *Examples (not an exclusive listing)*

- 12 • Continuation of unmodified Level I, II, and III behaviors
- 13 • Death threat (hit list)
- 14 • Extortion
- 15 • Bomb threat
- 16 • Possession/use/transfer of dangerous weapons\*
- 17 • Assault that results in bodily injury upon any teacher, principal, administrator, any other  
18 employee of the school, or a school resource officer\*
- 19 • Aggravated assault\*
- 20 • Vandalism
- 21 • Theft/possession/sale of stolen property
- 22 • Arson
- 23 • Possession of unauthorized substances (i.e. any controlled substance, controlled  
24 substance analogue, or legend drug)\*
- 25 • Use/transfer of unauthorized substances
- 26 • Victimization of any student (Harassment (Sexual, Racial, Ethnic, Religious), Bullying,  
27 Cyber-bullying, and/or Hazing)
- 28 • Electronic threat to cause bodily injury or death to another student or school employee\*

#### 29 *Disciplinary Procedures*

- 30 • The principal confers with appropriate staff members and with the student.
- 31 • The principal hears the accusations and allows the student the opportunity to explain  
32 his/her conduct.
- 33 • The parent(s)/guardian(s) are notified.
- 34 • Law enforcement officials are contacted.
- 35 • The incident is reported, and recommendations are made to the Director of Schools.
- 36 • Complete and accurate reports are submitted to the Director of Schools.
- 37 • The student is given a hearing before the disciplinary hearing authority.

- 1            *Disciplinary Options*
- 2            • Expulsion
- 3            • Alternative schools
- 4            • Other hearing authority or Board action which results in appropriate placement
- 5   \* Zero tolerance offenses
- 6

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Legal References

1. TCA 49-6-4005; Public Acts of 2018, Chapter No. 958
2. TCA 49-6-4002 to 4005; 20 USCA § 7114, 7118
3. TCA 49-6-4009

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Cross References

Traffic and Parking Controls 3.403  
Procedural Due Process 6.302  
Student Discrimination, Harassment, Bullying,  
Cyber-bullying, and Intimidation 6.304  
Bus Safety and Conduct 6.308  
Zero Tolerance Offenses 6.309  
Dress Code 6.310  
Detention 6.315  
Suspension/Expulsion/Remand 6.316  
Safe Relocation of Students 6.4081

# PROPOSED POLICY

Gibson County Board of Education			
Monitoring: <b>Review: Annually, in March</b>	Descriptor Term: <b>Code of Conduct</b>	Descriptor Code: <b>6.300</b>	Issued Date:
		Rescinds:	Issued:

1 The Board delegates to the Director of Schools the responsibility of developing specific codes of  
2 conduct which are appropriate for each level of school. Codes of conduct for students in pre-  
3 kindergarten or kindergarten shall utilize alternative disciplinary practices such as **positive behavioral**  
4 **supports, social skills training, adult mentors, and teacher support teams**. Exclusionary discipline  
5 shall only be used as a measure of last resort. The development of each code shall involve principals  
6 and staff members of each level and shall be consistent with the relevant policies as adopted by the  
7 Board.<sup>1</sup>

8 The following levels of misbehavior and disciplinary procedures and options are standards designed to  
9 protect all members of the educational community in the exercise of their rights and duties and to  
10 maintain a safe learning environment where orderly learning is possible and encouraged.<sup>2</sup> These  
11 misbehaviors apply to student conduct on school buses, on school property, and while students are on  
12 school-sponsored outings. Staff members shall ensure that disciplinary measures are implemented in a  
13 manner that:<sup>3</sup>

- 14 1. Balances accountability with an understanding of traumatic behavior;
- 15
- 16 2. Teaches school and classroom rules while reinforcing that violent or abusive behavior is not  
17 allowed at school;
- 18
- 19 3. Minimizes disruptions to education with an emphasis on positive behavioral supports and  
20 behavioral intervention plans;
- 21
- 22 4. Creates consistent rules and consequences; and
- 23
- 24 5. Models respectful, non-violent relationships.

25 In order to ensure that these goals are accomplished, the school district shall utilize the following  
26 trauma-informed discipline practices: restorative practices, RTI<sup>2</sup>B, behavior intervention plans, and/or  
27 social contracts.

## 28 MISBEHAVIORS: LEVEL I

29 This level includes minor misbehavior on the part of the student which impedes orderly classroom  
30 guidelines or interferes with the orderly operation of the school but which can usually be handled by an  
31 individual staff member.

32 *Examples (not an exclusive listing)*

- 1 • Classroom disturbances
- 2 • Classroom tardiness
- 3 • Cheating and lying
- 4 • Abusive language
- 5 • Failure to do assignments or carry out directions
- 6 • Wearing, while on the grounds of a public school during the regular school day,
- 7 clothing that exposes underwear or body parts in an indecent manner that disrupts the
- 8 learning environment<sup>4</sup>
- 9 • Victimization of any student (harassment (sexual, racial, ethnic, religious), bullying,
- 10 cyber-bullying, and/or hazing)

### 11 *Disciplinary Procedures*

- 12 • The staff member intervenes immediately.
- 13 • The staff member determines what offense was committed and its severity.
- 14 • The staff member determines who committed the offense and if he/she understands the
- 15 nature of the offense.
- 16 • The staff member employs appropriate disciplinary options.
- 17 • The record of the offense and disciplinary action shall be maintained by the staff
- 18 member.

### 19 *Disciplinary Options*

- 20 • Verbal reprimand
- 21 • Special assignment
- 22 • Restricting activities
- 23 • Counseling
- 24 • Withdrawal of privileges
- 25 • Issuance of demerits
- 26 • Strict supervised study
- 27 • Detention
- 28 • Corporal punishment
- 29 • In-school suspension
- 30 • **Evidence-based small group intervention**
- 31 • **Refer for individual counseling**

### 32 **MISBEHAVIORS: LEVEL II**

33 This level includes misbehavior whose frequency or seriousness tends to disrupt the learning climate of  
 34 the school. These misbehaviors do not represent a direct threat to the health and safety of others but  
 35 have educational consequences serious enough to require corrective action on the part of  
 36 administrative personnel.

#### 37 *Examples (not an exclusive listing)*

- 38 • Continuation of unmodified Level I misbehaviors

- 1 • Using forged notes or excuses
- 2 • Disruptive classroom behavior

### 3 *Disciplinary Procedures*

- 4 • The student is referred to the principal for appropriate disciplinary action.
- 5 • The principal meets with the student and the staff member.
- 6 • The principal hears the accusation made by the staff member and allows the student the
- 7 opportunity to explain his/her conduct.
- 8 • The principal takes appropriate disciplinary action and notifies the staff member of the
- 9 action.
- 10 • The record of offense and disciplinary action shall be maintained by the principal.

### 11 *Disciplinary Options*

- 12 • Teacher/schedule change
- 13 • Peer counseling
- 14 • Referral to outside agency
- 15 • In-school suspension
- 16 • Transfer
- 17 • Detention
- 18 • Suspension from school-sponsored activities or from riding school bus
- 19 • Out-of-school suspension
- 20 • **Check in/check out**
- 21 • **Evidence-based small group intervention**
- 22 • **Refer for individual counseling**
- 23 • **Pair with mentor**

## 24 **MISBEHAVIORS: LEVEL III**

25 This level includes acts directly against persons or property but whose consequences do not seriously  
26 endanger the health or safety of others in the school.

### 27 *Examples (not an exclusive listing)*

- 28 • Continuation of unmodified Level I and II misbehaviors
- 29 • Fighting
- 30 • Vandalism (minor)
- 31 • Use, possession, sale, distribution, and/or being under the influence of tobacco or
- 32 alcohol
- 33 • Use, possession, sale, or distribution of drug paraphernalia
- 34 • Use, sale, distribution, and/or being under the influence of drugs
- 35 • Stealing
- 36 • Threats to others
- 37 • Victimization of any student (harassment (sexual, racial, ethnic, religious), bullying,
- 38 cyber-bullying, and/or hazing)

1            *Disciplinary Procedures*

- 2            • The student is referred to the principal for appropriate disciplinary action.
- 3            • The principal meets with the student and the staff member.
- 4            • The principal hears the accusation and allows the student the opportunity to explain
- 5            his/her conduct.
- 6            • The principal takes appropriate disciplinary action.
- 7            • The principal may refer the incident to the Director of Schools and make
- 8            recommendations for consequences.
- 9            • The record of offense and disciplinary action shall be maintained by the principal.

10           *Disciplinary Options*

- 11           • In-school suspension
- 12           • Detention
- 13           • Restitution from loss, damage, or stolen property
- 14           • Out-of-school suspension
- 15           • Social adjustment classes
- 16           • Transfer
- 17           • **Check in/check out**
- 18           • **Evidence-based small group intervention**
- 19           • **Individual counseling**
- 20           • **Pair with mentor**

21           **MISBEHAVIORS: LEVEL IV**

22           This level of misbehavior includes acts which result in violence to another's person or property or  
23           which pose a threat to the safety of others in the school. These acts are so serious that they usually  
24           require administrative actions which result in the immediate removal of the student from the school,  
25           the intervention of law enforcement authorities, and/or action by the Board.

26           If a student's action poses a threat to the safety of others in the school, a teacher, principal, school  
27           employee, or school bus driver may use reasonable force when necessary to prevent bodily harm or  
28           death to another person.<sup>5</sup>

29           *Examples (not an exclusive listing)*

- 30           • Continuation of unmodified Level I, II, and III misbehaviors
- 31           • Death threat
- 32           • Extortion
- 33           • Bomb threat
- 34           • Possession, use, and/or transfer of dangerous weapons
- 35           • Assault that results in bodily injury upon any teacher, principal, administrator, any other
- 36           employee of the school, or a school resource officer\*
- 37           • Aggravated assault\*
- 38           • Vandalism

- 1           • Theft, possession, and/or sale of stolen property
- 2           • Arson
- 3           • Possession of unauthorized substances (e.g. any controlled substance, controlled
- 4           substance analogue, or legend drug)\*
- 5           • Use or transfer of unauthorized substances
- 6           • Victimization of any student (harassment (sexual, racial, ethnic, religious), bullying,
- 7           cyber-bullying, and/or hazing)
- 8           • Electronic threat to cause bodily injury or death to another student or school employee

9           *Disciplinary Procedures*

- 10           • The principal confers with appropriate staff members and with the student.
- 11           • The principal hears the accusations and allows the student the opportunity to explain
- 12           his/her conduct.
- 13           • The parent(s)/guardian(s) are notified.
- 14           • Law enforcement officials are contacted.
- 15           • The incident is reported, and recommendations are made to the Director of Schools.
- 16           • If the student's placement is to be changed, adequate notice of the charges shall be
- 17           given to the student and his/her parent(s)/guardian(s) and his/her right to appear at a
- 18           hearing.

19           *Disciplinary Options*

- 20           • Other hearing authority or Board action which results in appropriate placement
- 21           • **Utilize restorative justice model**
- 22           • **Refer for individual counseling**

23           \* Designates zero tolerance offenses.

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Legal References

1. TCA 49-6-4005
2. TCA 49-6-4002 to 4005; 20 USCA § 7114, 7118
3. Public Acts of 2019, Chapter No. 421
4. TCA 49-6-4009
5. TCA 49-6-4008

# CURRENT POLICY

## Gibson County Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term:  <b>Student Wellness</b>	Descriptor Code: <b>6.411</b>	Issued Date: <b>05/09/17</b>
		Rescinds: <b>6.411</b>	Issued: <b>07/14/16</b>

1 The board recognizes the value of proper nutrition, physical activity, and other health conscious practices  
2 and the impact that such practices have on student academic achievement, health, and well- being. In  
3 order to provide an environment conducive to overall student wellness, this policy shall be followed by  
4 all schools in the District.<sup>1</sup>

### 5 **COMMITMENT TO COORDINATED SCHOOL HEALTH**

6 All schools shall implement the CDC's Coordinated School Health approach to managing new and  
7 existing wellness related programs and services in schools and the surrounding community based on  
8 State law and State Board of Education CSH standards and guidelines. The district's Coordinated School  
9 Health Coordinator shall be responsible for overseeing compliance with State Board of Education CSH  
10 standards and guidelines in the school district.

### 11 **SCHOOL HEALTH ADVISORY COUNCIL<sup>2,3</sup>**

12 A district school health advisory council shall be established to serve as a resource to school sites for  
13 implementing policies and programs and develop an active working relationship with the county health  
14 council. The council shall consist of individuals representing the school and community, including  
15 parents, students, teachers, school administrators, health professionals, school food service  
16 representatives, and members of the public. The primary responsibilities of the council include but are  
17 not limited to:

- 18 1. Developing, implementing, monitoring, reviewing and as necessary, making recommendations  
19 as to physical activity and nutrition policies;
- 20 2. Ensuring all schools within the district create and implement an action plan related to all School  
21 Health Index modules;
- 22 3. Ensuring that the results of the action plan are annually reported to the council; and
- 23 4. Ensuring that school level results include measures of progress on each indicator of the School  
24 Health Index.

25 The State Board of Education's Coordinated School Health and Physical Activity Policies shall be used  
26 as guidance by the Council to make recommendations. The board will consider recommendations of the  
27 Council in making policy changes or revisions.

1 Additionally, each school will have a Healthy School Team consisting of teachers, students, parents and  
2 administrators.<sup>2</sup> The Team will hold Healthy School Team meetings during the school year to assess  
3 needs and oversee planning and implementation of school health efforts. The director of  
4 schools/designee will ensure compliance with the school Wellness Policy, to include an assessment of  
5 the implementation of the Wellness Policy and the progress made in attaining the policy goals. The  
6 assessment will be made available to the public.

#### 7 **COMMITMENT TO NUTRITION**

8 All schools within the District shall participate in the USDA child nutrition programs, which may include  
9 but not be limited to, the National School Lunch Program, the School Breakfast Program, the Summer  
10 Food Service Program, and the After School Snack Program.<sup>4,5,6</sup>

11 Meals shall be accessible to all students in a non-stigmatizing manner. Students will be given adequate  
12 time to enjoy healthy meals and relax in a pleasant environment. Good nutritional habits shall be  
13 encouraged. All food including vending machines, fundraising items, and concessions must meet  
14 guidelines set forth by the Healthy, Hunger-free Kids Act, 2010, Smart Snacks in Schools.<sup>4,5,6</sup> The school  
15 principal/designee shall be responsible for overseeing the school district's compliance with the State  
16 Board of Education Rules and Regulations for sale of food items in the school district.<sup>2,5,6</sup>

#### 17 **DISTRICT GOALS**

18 The district will promote healthy nutrition through various activities, including nutrition related  
19 newsletters, informational links on the district website, healthy eating posters and bulletin boards in  
20 dining areas, and informational booths at various community functions. Nutrition Education will be  
21 offered as part of a standards based program designed to provide students with the knowledge and  
22 skills needed to promote and protect their health as outlined in the State Board of Education Health  
23 Education and Lifetime Wellness Standards. Nutrition Education will discourage teachers from using  
24 high fat, sugar, and sodium foods as rewards and encourage students to start each day with a healthy  
25 breakfast.

#### 26 **COMMITMENT TO PHYSICAL ACTIVITY AND PHYSICAL EDUCATION**

27 The board recognizes that physical activity is extremely important to the overall health of a child.  
28 Schools shall support and promote physical activity. Physical activity may be integrated into any areas  
29 of the school program.

30 Physical Education classes shall be offered as part of a standards based program designed to provide  
31 developmentally appropriate moderate to vigorous physical activity as an integral part of the class. All  
32 physical education classes shall comply with the State Board of Education's Physical Education  
33 Standards. In addition to the district's physical education program, non-structured physical activity  
34 periods shall be offered as required by law.<sup>7</sup>

1 Schools shall continue to offer after school sports and activities. Physical activity shall not be employed  
2 as a form of discipline or punishment.

### 3 **COMMITMENT TO CURRICULUM<sup>3</sup>**

4 All applicable courses of study should be based on State-approved curriculum standards.

### 5 **SCHOOL HEALTH INDEX<sup>3</sup>**

6 All schools within the district shall annually administer a baseline assessment on each of the three  
7 recommended School Health Index modules. Results shall be submitted to the School Health Advisory  
8 Council and reported to the State Department of Education.

### 9 **RECORD KEEPING COMPLIANCE**

10 The district's Coordinated School Health Coordinator shall ensure that records demonstrating  
11 compliance with community involvement requirements are maintained. The Coordinated School Health  
12 Coordinator shall additionally document that the school wellness policy and triennial assessments are  
13 made available to the public.<sup>8</sup>

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#### Legal References

1. TCA 49-1-1002
2. State Board of Education Policy 4.204
3. State Board of Education Policy 4.206
4. 42 U.S.C. 1758b (Section 204 of the Healthy, Hunger-Free Kids Act of 2010 (Public Law 111-296))
5. TRR/MS 0520-1-6, Child Nutrition Programs
6. 7 C.F.R. 210 and 220
7. Public Acts of 2016, Chapter No. 669
8. 7 C.F.R. § 210.31(f)

# Gibson County Board of Education

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term:  <b>Student Wellness</b>	Descriptor Code: <b>6.411</b>	Issued Date: <b>05/09/17</b>
		Rescinds: <b>6.411</b>	Issued: <b>07/14/16</b>

1 The board recognizes the value of proper nutrition, physical activity, and other health conscious practices  
2 and the impact that such practices have on student academic achievement, health, and well- being. In  
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4 all schools in the District.<sup>1</sup>

## 5 **COMMITMENT TO COORDINATED SCHOOL HEALTH**

6 All schools shall implement the CDC's Coordinated School Health approach to managing new and  
7 existing wellness related programs and services in schools and the surrounding community based on  
8 State law and State Board of Education CSH standards and guidelines. The district's Coordinated School  
9 Health Coordinator shall be responsible for overseeing compliance with State Board of Education CSH  
10 standards and guidelines in the school district.

## 11 **SCHOOL HEALTH ADVISORY COUNCIL<sup>2,3</sup>**

12 A district school health advisory council shall be established to serve as a resource to school sites for  
13 implementing policies and programs and develop an active working relationship with the county health  
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15 parents, students, teachers, school administrators, health professionals, school food service  
16 representatives, and members of the public. The primary responsibilities of the council include but are  
17 not limited to:

- 18 1. Developing, implementing, monitoring, reviewing and as necessary, making recommendations  
19 as to physical activity and nutrition policies;
- 20 2. Ensuring all schools within the district create and implement an action plan related to all School  
21 Health Index modules;
- 22 3. Ensuring that the results of the action plan are annually reported to the council; and
- 23 4. Ensuring that school level results include measures of progress on each indicator of the School  
24 Health Index.

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27 Council in making policy changes or revisions.

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6 **SCHOOL HEALTH INDEX<sup>3</sup>**

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8 recommended School Health Index modules. Results shall be submitted to the School Health  
9 Advisory Council and reported to the State Department of Education.

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5. TRR/MS 0520-1-6, Child Nutrition Programs
6. 7 C.F.R. 210 and 220
7. Public Acts of 2016, Chapter No. 669
8. 7 C.F.R. § 210.31(f)

# CURRENT POLICY

<b>Gibson County School District</b>			
Monitoring: <b>Review: Annually, in May</b>	Descriptor Term: <b>Student Records</b>	Descriptor Code: <b>6.600</b>	Issued Date: <b>08/14/14</b>
		Rescinds: <b>6.600</b>	Issued: <b>11/11/99</b>

1 A cumulative record shall be kept for each student enrolled in school. The folder shall contain a health  
2 record, attendance record, and scholarship record; shall be kept current; and shall accompany the  
3 student through his/her school career.<sup>1</sup>

4 The name used on the record of the student entering the school system must be the same as that shown  
5 on the birth certificate, unless evidence is presented that such name has been legally changed. If the  
6 parent does not have, or cannot obtain a birth certificate, then the name used on the records of such  
7 student shall be as shown on documents which are acceptable as proof of date of birth.

8 The name used on the records of a student entering the system from another school must be the same  
9 as that shown on records from the school previously attended unless evidence is presented that such  
10 name has been legally changed as prescribed by law.

11 When a student transfers to another school within the system, copies of the student's records, including  
12 the student's disciplinary records, shall be sent to the transfer school.<sup>7</sup>

13 When a student transfers to a school outside the system, copies of the student's records, including the  
14 student's disciplinary records, shall be sent to the transfer school.<sup>7</sup>

15 All records shall be remitted in accordance with the Family Education Rights and Privacy Act  
16 (FERPA).

## 17 ACCESS TO STUDENT RECORDS

18 Student records shall be confidential. Authorized school officials shall have access to and permit  
19 access to student education records for legitimate educational purposes.<sup>2</sup> A "legitimate educational  
20 interest" is the official's need to know information in order to:

- 21 1. Perform required administrative tasks;
- 22 2. Perform a supervisory or instructional task directly related to the student's education;
- 23 3. Perform a service or benefit for the student or the student's family such as health care,  
24 counseling, student job placement, or student financial aid.

25 Authorized school officials may release information from or permit access to a student's education  
26 record without the parent(s) or eligible student's\* prior written consent in the following instances:

27 To comply with a judicial order or lawfully issued subpoena. The school system will make a  
28 reasonable effort to notify the student's parent(s) or the eligible student before making a disclosure;

- 1 1. If the disclosure is an item of directory information;
  - 2 2. To comply with the requirements of child abuse reports to the extent known by the school  
3 officials including the name, address, and age of the child; the name and address of the person  
4 responsible for the care of the child, and the facts requiring the report;<sup>3</sup>
  - 5 3. When certain federal and state officials need information in order to audit or enforce legal  
6 conditions related to federally-supported education programs in the school system;
  - 7 4. When the school system has entered into a contract or written agreement for an organization to  
8 conduct scientific research on the system's behalf to develop tests or improve instruction,  
9 provided that the studies are conducted in a manner which will not permit the personal  
10 identification of students and their parents by individuals other than representatives of the  
11 organization and the information will be destroyed when no longer needed for the purpose for  
12 which the study was conducted;
  - 13 5. To appropriate officials if the parent(s) claim the student as a dependent as defined by the  
14 Internal Revenue Code;
  - 15 6. To accrediting organizations to carry out their accrediting functions;
  - 16 7. When a student seeks or intends to enroll in another school district or a post-secondary school.  
17 Parent(s) of students or eligible students have a right to obtain copies of records transferred  
18 under this provision;<sup>4</sup>
  - 19 8. To financial institutions or government agencies that provide or may provide financial aid to a  
20 student in order to establish eligibility, to determine the amount of financial aid, to establish  
21 conditions for the receipt of financial aid, and to enforce financial aid agreements.
  - 22 9. To make the needed disclosure in a health or safety emergency when warranted by the serious-  
23 ness of the threat to the student or other persons, when the information is necessary and needed  
24 to meet the emergency, when time is an important and limiting factor, and when the persons to  
25 whom the information is to be disclosed are qualified and in a position to deal with the  
26 emergency.
  - 27 10. To the Attorney General or his designee for official purposes related to the investigation or  
28 prosecution of an act of domestic or international terrorism. An educational agency that, in  
29 good faith, produces education records in accordance with an order issued under this Act shall  
30 not be liable to any person for that production.<sup>5</sup>
  - 31 11. To any agency caseworker or other representative of a state or local child welfare agency or  
32 tribal organization authorized to access the student's educational records when such agencies or  
33 organizations are legally responsible for the care and protection of the student.<sup>6</sup>
- 34 Authorized school officials may release information from a student's education record if the student's  
35 parent(s) or the eligible student gives written consent for the disclosure. The written consent must  
36 include:

- 1 1. A specification of the records to be released;
- 2 2. The reasons for the disclosure;
- 3 3. The person, organization, or class of persons or organizations to whom the disclosure is to be
- 4 made;
- 5 4. The signature of the parent(s) or eligible student;
- 6 5. The date of the consent and, if appropriate, a date when the consent is to be terminated. The
- 7 student's parent(s) or the eligible student\* may obtain a copy of any records disclosed under
- 8 this provision.

9 The school system will maintain an accurate record of all requests to disclose information from or to  
10 permit access to a student's education records. The system will maintain an accurate record of  
11 information it discloses and access it permits. The system will maintain this record as long as it  
12 maintains the student's education record.

13 The record will include at least:

- 14 1. The name of the person or agency that makes the request;
- 15 2. The interest the person or agency has in the information;
- 16 3. The date the person or agency makes the request; and
- 17 4. Whether the request is granted and, if it is, the date access is permitted or the disclosure is
- 18 made.

19 \* *The student becomes an "eligible student" when he/she reaches age 18 or enrolls in a post-secondary*  
20 *school, at which time all of the above rights become the student's right.*

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Legal References

1. USCA 20-1232g; TCA 10-7-503; TCA 10-7-504
2. TCA 10-7-504(a)(4); 20 USC 1232g
3. TCA 37-1-403
4. TRR/MS 0520-1-3-.03(11)(e)
5. USA Patriot Act of 2001 § 507
6. Uninterrupted Scholars Act of 2013
7. TCA 49-6-3001(c)(1)

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Cross References

School Board Records 1.407  
Promotion and Retention 4.603  
Attendance 6.200  
Child Custody/Parental Access 6.209  
Disciplinary Hearing Authority 6.317  
AIDS 6.404

# PROPOSED POLICY

## Gibson County School District

Monitoring: <b>Review: Annually, in May</b>	Descriptor Term: <b>Student Records</b>	Descriptor Code: <b>6.600</b>	Issued Date: <b>08/14/14</b>
		Rescinds: <b>6.600</b>	Issued: <b>11/11/99</b>

1 A cumulative record shall be kept for each student enrolled in school. The folder shall contain a health  
2 record, attendance record, and scholarship record; shall be kept current; and shall accompany the student  
3 through his/her school career.<sup>1</sup>

4 The name used on the record of the student entering the school system must be the same as that shown  
5 on the birth certificate, unless evidence is presented that such name has been legally changed. If the  
6 parent does not have, or cannot obtain a birth certificate, then the name used on the records of such  
7 student shall be as shown on documents which are acceptable as proof of date of birth.

8 The name used on the records of a student entering the system from another school must be the same as  
9 that shown on records from the school previously attended unless evidence is presented that such name  
10 has been legally changed as prescribed by law.

11 When a student transfers to another school, copies of the student's records, including the student's  
12 disciplinary records, shall be sent to the transfer school.<sup>7</sup>

13 All records shall be remitted in accordance with the Family Education Rights and Privacy Act (FERPA).

### 14 ACCESS TO STUDENT RECORDS

15 Student records shall be confidential. Authorized school officials shall have access to and permit access  
16 to student education records for legitimate educational purposes.<sup>2</sup> A "legitimate educational interest" is  
17 the official's need to know information in order to:

- 18 1. Perform required administrative tasks;
- 19 2. Perform a supervisory or instructional task directly related to the student's education;
- 20 3. Perform a service or benefit for the student or the student's family such as health care, counseling,  
21 student job placement, or student financial aid.

22 Authorized school officials may release information from or permit access to a student's education record  
23 without the parent(s) or eligible student's\* prior written consent in the following instances:

- 24 1. To comply with a judicial order or lawfully issued subpoena. The school system will make a  
25 reasonable effort to notify the student's parent(s) or the eligible student before making a  
26 disclosure;
- 27 2. If the disclosure is an item of directory information;

- 1 3. To comply with the requirements of child abuse reports to the extent known by the school  
2 officials including the name, address, and age of the child; the name and address of the person  
3 responsible for the care of the child, and the facts requiring the report;<sup>3</sup>
  - 4 4. When certain federal and state officials need information in order to audit or enforce legal  
5 conditions related to federally-supported education programs in the school system;
  - 6 5. When the school system has entered into a contract or written agreement for an organization to  
7 conduct scientific research on the system's behalf to develop tests or improve instruction,  
8 provided that the studies are conducted in a manner which will not permit the personal  
9 identification of students and their parents by individuals other than representatives of the  
10 organization and the information will be destroyed when no longer needed for the purpose for  
11 which the study was conducted;
  - 12 6. To appropriate officials if the parent(s) claim the student as a dependent as defined by the Internal  
13 Revenue Code;
  - 14 7. To accrediting organizations to carry out their accrediting functions;
  - 15 8. When a student seeks or intends to enroll in another school district or a post-secondary school.  
16 Parent(s) of students or eligible students have a right to obtain copies of records transferred under  
17 this provision;<sup>4</sup>
  - 18 9. To financial institutions or government agencies that provide or may provide financial aid to a  
19 student in order to establish eligibility, to determine the amount of financial aid, to establish  
20 conditions for the receipt of financial aid, and to enforce financial aid agreements.
  - 21 10. To make the needed disclosure in a health or safety emergency when warranted by the serious-  
22 ness of the threat to the student or other persons, when the information is necessary and needed  
23 to meet the emergency, when time is an important and limiting factor, and when the persons to  
24 whom the information is to be disclosed are qualified and in a position to deal with the  
25 emergency.
  - 26 11. To the Attorney General or his designee for official purposes related to the investigation or  
27 prosecution of an act of domestic or international terrorism. An educational agency that, in good  
28 faith, produces education records in accordance with an order issued under this Act shall not be  
29 liable to any person for that production.<sup>5</sup>
  - 30 12. To any agency caseworker or other representative of a state or local child welfare agency or tribal  
31 organization authorized to access the student's educational records when such agencies or  
32 organizations are legally responsible for the care and protection of the student.<sup>6</sup>
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34 parent(s) or the eligible student gives written consent for the disclosure. The written consent must  
35 include:
- 36 1. A specification of the records to be released;
  - 37 2. The reasons for the disclosure;

- 1 3. The person, organization, or class of persons or organizations to whom the disclosure is to be  
2 made;  
3 4. The signature of the parent(s) or eligible student;  
4 5. The date of the consent and, if appropriate, a date when the consent is to be terminated.

5 The student's parent(s) or the eligible student\* may obtain a copy of any records disclosed under this  
6 provision.

7 The school system will maintain an accurate record of all requests to disclose information from or to  
8 permit access to a student's education records. The system will maintain an accurate record of  
9 information it discloses and access it permits. The system will maintain this record as long as it maintains  
10 the student's education record.

11 The record will include at least:

- 12 1. The name of the person or agency that makes the request;  
13 2. The interest the person or agency has in the information;  
14 3. The date the person or agency makes the request; and  
15 4. Whether the request is granted and, if it is, the date access is permitted or the disclosure is made.

16 \* *The student becomes an "eligible student" when he/she reaches age 18 or enrolls in a post-secondary*  
17 *school, at which time all of the above rights become the student's right.*

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Legal References

1. USCA 20-1232g; TCA 10-7-503; TCA 10-7-504
2. TCA 10-7-504(a)(4); 20 USC 1232g
3. TCA 37-1-403
4. TRR/MS 0520-1-3-.03(11)(e)
5. USA Patriot Act of 2001 § 507
6. Uninterrupted Scholars Act of 2013
7. TCA 49-6-3001(c)(1)

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Cross References

School Board Records 1.407  
Promotion and Retention 4.603  
Attendance 6.200  
Child Custody/Parental Access 6.209  
Disciplinary Hearing Authority 6.317  
AIDS 6.404

# DELETE POLICY

<b>Gibson County Board of Education</b>			
Monitoring: <b>Review: Annually, in May</b>	Descriptor Term: <b>Student Records Use of Records</b>	Descriptor Code: <b>6.603</b>	Issued Date: <b>12/12/02</b>
		Rescinds: <b>6.603</b>	Issued: <b>06/13/96</b>

1 Authorized school officials will have access to and permit access to student education records for  
2 legitimate educational purposes.<sup>1</sup> A “legitimate educational interest” is the official’s need to know  
3 information in order to:

- 4 1. Perform required administrative tasks;
- 5 2. Perform a supervisory or instructional task directly related to the student’s education;
- 6 3. Perform a service or benefit for the student or the student’s family such as health care,  
7 counseling, student job placement, or student financial aid.

9 Authorized school officials may release information from or permit access to a student’s education  
10 record without the parent(s) or eligible student’s\* prior written consent in the following instances:

- 11 1. To comply with a judicial order or lawfully issued subpoena. The school system will make a  
12 reasonable effort to notify the student’s parent(s) or the eligible student before making a  
13 disclosure;
- 14 2. If the disclosure is an item of directory information;
- 15 3. To comply with the requirements of child abuse reports to the extent known by the school  
16 officials including the name, address and age of the child, the name and address of the person  
17 responsible for the care of the child, and the facts requiring the report;<sup>2</sup>
- 18 4. When certain federal and state officials need information in order to audit or enforce legal  
19 conditions related to federally-supported education programs in the school system;
- 20 5. When the school system has entered into a contract or written agreement for an organization to  
21 conduct scientific research on the system’s behalf to develop tests or improve instruction,  
22 provided that the studies are conducted in a manner which will not permit the personal  
23 identification of students and their parents by individuals other than representatives of the  
24 organization and the information will be destroyed when no longer needed for the purpose for  
25 which the study was conducted;<sup>3</sup>

- 1 6. To appropriate officials if the parent(s) claim the student as a dependent as defined by the  
2 Internal Revenue Code
- 3 7. To accrediting organizations to carry out their accrediting functions;
- 4 8. When a student seeks or intends to enroll in another school district or a post-secondary school.  
5 Parent(s) of students or eligible students have a right to obtain copies of records transferred  
6 under this provision;<sup>4</sup>  
7
- 8 9. To financial institutions or government agencies that provide or may provide financial aid to a  
9 student in order to establish eligibility, to determine the amount of financial aid, to establish  
10 conditions for the receipt of financial aid and to enforce financial aid agreements.
- 11 10. To make the needed disclosure in a health or safety emergency when warranted by the  
12 seriousness, of the threat to the student of other persons, when the information is necessary and  
13 needed to meet the emergency, when time is an important and limiting factor and when the  
14 persons to whom the information is to be disclosed are qualified and in a position to deal with  
15 the emergency.
- 16 11. To the Attorney General or his designee for official purposes related to the investigation or  
17 prosecution of an act of domestic or international terrorism. An educational agency that, in  
18 good faith, produces education records in accordance with an order issued under this Act shall  
19 not be liable to any person for that production.<sup>5</sup>

20 Authorized school officials may release information from a student's education record if the student's  
21 parent(s) or the eligible student gives written consent for the disclosure. The written consent must  
22 include:

- 23 1. A specification of the records to be released;
- 24 2. The reasons for the disclosure;
- 25 3. The person, organization, or class of persons or organizations to whom the disclosure is to be  
26 made;
- 27 4. The signature of the parent(s) or eligible student;
- 28 5. The date of the consent and, if appropriate, a date when the consent is to be terminated. The  
29 student's parent(s) or the eligible student may obtain a copy of any records disclosed under this  
30 provision.

31 The school system will maintain an accurate record of all requests to disclose information from or to  
32 permit access to a student's education records. The system will maintain an accurate record of  
33 information it discloses and access it permits. The system will maintain this record as long as it  
34 maintains the student's education record.

1 The record will include at least:

- 2 1. The name of the person or agency that makes the request;  
3 2. The interest the person or agency has in the information;  
4 3. The date the person or agency makes the request; and  
5 4. Whether the request is granted and, if it is, the date access is permitted or the disclosure is  
6 made.

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Legal References

1. USCA 20-1232g; TCA 10-7-503; TCA 10-7-504
2. TCA 37-1-403
3. TRR/MS 0520-1-3-.09-.14 (7)(h) - (k)
4. TRR/MS 0520-1-3-.03(11)(e)
5. USA Patriot Act of 2001 § 507

## Spring Hill Surplus List

Equipment	Tag #	Manufacturer	Serial #	Reason
Multipoint server	109281	Bytespeed	2012-08-0803	Age/Replaced
Multipoint server	109435	Bytespeed	2013-03-5979	Age/Replaced
Multipoint server	110359	Bytespeed	2014-02-0725	Age/Replaced
LCD Brightlink Projector	114436	Epson	UHVF650380L	Age/Replaced
LCD Brightlink Projector	109991	Epson	QU7K300331	Age/Replaced
Computer	108875	Bytespeed	2012-01-0743	Age/Replaced
Laptop	108770	Lenovo Thinkpad	LR-7TV5C	Age/Replaced
Laptop	99672	Lenovo Thinkpad	1s11433bur9fck53	Age/Replaced
LCD Brightlink Projector	109989	Epson	QU7K3800316	Age/Replaced
Laptop	900087	Lenovo Edge	PF-034MA8	Age/Replaced
Desktop	110617	Bytespeed	2014-09-6616	Age/Replaced
Desktop	110616	Bytespeed	2014-09-6608	Age/Replaced
Desktop	110618	Bytespeed	2014-09-6609	Age/Replaced
Equipment	Tag #	Manufacturer	Serial #	Reason
Desktop	110379	Bytespeed	2014-03-8277	Age/Replaced
Desktop	110381	Bytespeed	2014-03-8269	Age/Replaced
Desktop	110378	Bytespeed	2014-03-8277	Age/Replaced
Desktop	110380	Bytespeed	2014-03-8282	Age/Replaced
Desktop	110377	Bytespeed	2014-03-8270	Age/Replaced

Desktop	110712	Dell Optiplex	7CJD942	Age/Replaced
Desktop	110717	Dell Optiplex	7CBC942	Age/Replaced
Desktop	110716	Dell Optiplex	7CDB942	Age/Replaced
Desktop	110714	Dell Optiplex	7CCF942	Age/Replaced
Desktop	110715	Dell Optiplex	7CJF942	Age/Replaced
Scanner	109801	Brother DS700D	U63099L2S100376	Age/Replaced
Pen tablet	114895	Intuos Pro Slate	8DAH002053	Age/Replaced
Pen tablet	114833	Intuos Pro Slate	8DHA002054	Age/Replaced
LCD Brightlink Projector	109990	Epson	QU7K3800346	Age/Replaced
LCD Brightlink Projector	109994	Epson	QU7K3800351	Age/Replaced

## Yorkville School 2020 Surplus

Tag #	Asset Type	Reason	Location	Serial #
110097	Projector	Replaced	Dabbs	QU7K3900839
108895	Desktop	Replaced	Café	2012-02-3308
110486	Laptop	Replaced	McEwen	PF-02H6CH
110780	Projector	Replaced	McEwen	UHVK4Y01888
112302	Laptop	Replaced	Barber	R9-OJKNKQ
112305	Projector	Replaced	Barber	UNVK8701241
110728	Projector	Replaced	Powell	UHV4Y0678L
110642	Laptop	Replaced	Abbott	PF-034K78
112304	Projector	Replaced	Turner	
109378	Desktop	Replaced	Lab	
109382	Desktop	Replaced	Lab	
110586	Desktop	Replaced	Lab	2014-09-6614
110587	Desktop	Replaced	Lab	2014-09-6619
110588	Desktop	Replaced	Lab	2014-09-6599
110589	Desktop	Replaced	Lab	2014-09-6607
110590	Desktop	Replaced	Lab	2014-09-6612
110591	Desktop	Replaced	Lab	2014-09-6601
110736	Desktop	Replaced	Lab	7CG8942
110739	Desktop	Replaced	Lab	7CGB942
110740	Desktop	Replaced	Lab	7CG7942
110741	Desktop	Replaced	Lab	7CH8942
110742	Desktop	Replaced	Lab	92HB942
110743	Desktop	Replaced	Lab	7CHF942
110789	Desktop	Replaced	Lab	7KMJR52
110790	Desktop	Replaced	Lab	7KNKR52
110791	Desktop	Replaced	Lab	7KPJR52
110795	Desktop	Replaced	Lab	7KNLR52
110797	Desktop	Replaced	Lab	B6CMR52
110798	Desktop	Replaced	Lab	7KMLR52
112725	Desktop	Replaced	Lab	2016-15-4771
103461	TV	Age	Huey	10235450
110366	Projector	Replaced	School-Wide	H383A