

**Board of Education Regular Meeting**

March 9, 2021 6:00 PM

City Hall Council Chambers

<b>I. CALL TO ORDER</b> Procedural Item	Chair Butch Campbell
A. Pledge of Allegiance Procedural Item The Pledge of Allegiance will be led by our new Director of Schools, Mr. Trey Duke	
B. Moment of Silence Procedural Item	
<b>II. APPROVAL OF AGENDA</b> Action Item	Chair Butch Campbell
<b>III. COMMUNICATIONS</b> Information Item Bradley Elementary School is excited to have Virtual Math and Literacy Night on Tuesday, March 23.  Cason Lane Academy has officially applied for STEM Designation with TSIN and would like to invite Board members to participate and provide students with feedback during the virtual STEAM Walk on March 25. Invitations to the STEAM Walk will be sent soon.  Scales Elementary will soon be zooming with Mr. Ryan Hreljac, the founder of Ryan's Well. The students studied about Mr. Hreljac in their EL curriculum. When he was a first grader over 30 years ago, he studied about places have limited access to water and dreamed of raising money to buy a well for a community in Africa. After raising money for one well, he started a foundation and now runs this full time. This ties perfectly with our EL module guiding questions. Our module guiding questions are: 1. Why are the world's freshwater sources threatened? 2. How do people persuade others to take action to contribute to a better world? We will get to zoom him in a location working on a well. At the end of our module, students are going to create a PSA for conserving water!  Black Fox Elementary is hosting a Virtual Literacy Night on Tuesday, March 9, and participating in MTSU's Virtual Math Night on Tuesday, March 18.  The MCS Voluntary PreK applications are available now online and at the school offices. Applications will be accepted and screenings will be held at Murfreesboro City Schools Central Office on March 22, 23, 24 and 26 from 8 a.m. - 4 p.m. and March 25 from 8 a.m. - 6 p.m. Screenings will also be held at the Head Start Office - 412 E. Vine Street on April 12, 13, 14 and 16 from 8 a.m. - 4 p.m. and April 15 from 8 a.m. - 6 p.m.  We want to take this opportunity to thank Mr. Jack Hydrick with Barfield Medical Clinic for his leadership in our COVID Vaccine distribution. Together with the leadership of Darla Sampson, Sarah Walker and the entire Coordinated School Health and Nursing team, MCS vaccinated 827 people on Friday, Feb 26.	Mrs. Lisa Trail

<p>The week of March 7-13 marks the celebration of National School Social Work Week. Our Social Workers are vital to the whole child approach for MCS.</p> <p>The 2021-22 Choice School Applications are now open for parents. Choice schools include Hobgood, Bradley, and Mitchell-Neilson. Additionally, Discovery School mailed letters of acceptance last Friday for the 2021-22 school year.</p> <p>Congratulations to the Gifted Graduates for 2021. Graduates include: Allison Hooper, Bethaney McClatchey, Rachel Chiaravalle, Ginny Urban, Deja Moffett, Evelyn Reed, Kristy Timberlake, Amy Walker, Kim Snow, Kelly Holman, Amy Ritter, Krista Murphree, Brandy Cheatham, Michelle Paty, Kim Neal, Judi Hinds, Alicia Johnson, Shannon Pennington, Erica Calhoun, Ashlee Walker, Elizabeth Truesdell, Nancy Kelley, Kristi LeMay, Anita Spann, Kasey Taylor, Courtney Shope, Catherine Gordon, Mareen Pfeiffer-Hoens, Breana McClain, Jennifer Stanley, Suzanne Clayton, Lindsay Cole, Katie Vehr, Chelsea Burnette, and Whitney O'Leary.</p> <p>The Gifted Academy, sponsored by The Jennings and Rebecca Jones Foundation, in collaboration with MTSU, aims to expand Murfreesboro City Schools Gifted Education program by equipping teachers with tools to identify and engage gifted students.</p> <p>The City Schools Art Show is now at the City Hall Rotunda. The show will remain up from now until the beginning of May. We will be having an art show preview on CityTV and Facebook in April.</p> <p>March 22 is our next transition period for students to choose traditional or virtual classes. This is the last transition open period for the school year. Parents should let principals and the teachers know this week if they intention for the last quarter this week.</p> <p>Congratulations to Amanda Moore on being selected as part of the 2021 School Board Partners fellow cohort. Ms. Moore joins 42 additional board members from across the nation in this competitive two-year fellowship.</p> <p>Discovery School's Virtual Run is happening now. You can walk, run or skip to help raise money for the new Discovery School Track. Visit Discovery School's website for more details.</p>	
A. Introduction of Finance Director-Kim Williams Information Item	Mr. Trey Duke
B. Recognition of School Social Workers-National School Social Workers Week is March 7-13 Information Item	Mr. Joe Marlin
IV. <b>CONSENT ITEMS</b> Consent Agenda	Chair Butch Campbell
A. Approval of 2-23-21 Board Minutes Consent Item	
B. Minor Change to Board Policy	

Consent Item	
i. Approval of Board Policy 5.400 Personnel Health Examinations/ Communicable Disease Consent Item	
ii. Approval of Board Policy 5.601 Conflict of Interest Consent Item	
iii. Approval of Board Policy 5.801 Director of Schools Recruitment and Selection Consent Item	
iv. Approval of Board Policy 5.803 Evaluation of Director of Schools Consent Item	
C. Approval of School Fees Consent Item	
<b>V. ACTION ITEMS</b> Action Item	Chair Butch Campbell
A. Approval of Board Policy 4.700 Testing Programs on First Reading Action Item	Mr. Trey Duke
B. Approval of Board Policy 5.500 Discrimination/Harassment of Employees (Sexual, Racial, Ethnic, Religious) on First Reading Action Item	Ms. Elizabeth Taylor
C. Approval of Budget Amendments/Transfers Action Item	Ms. Kim Williams
<b>VI. REPORTS AND INFORMATION</b> Information Item	Chair Butch Campbell
A. Update on Summer School Plan Information Item	Ms. Sheri Arnette
B. Update on Substitute Teachers Information Item	Mr. Ralph Ringstaff
C. Update on ESSER 2.0 Information Item	Mr. Trey Duke
<b>VII. OTHER BUSINESS</b> Information Item	Chair Butch Campbell
<b>VIII. ADJOURNMENT</b> Action Item	Chair Butch Campbell

# SCHOOL SOCIAL WORK SERVICES



SSWAA

**WHY** do today's schools need School Social Workers?

Children today are increasingly victims of many social forces that negatively affect their role as students. The family is in a state of change and until it becomes stabilized, in whatever form, children's unmet physical and emotional needs will continue to interfere with their ability to learn and adjust in school.

**WHO** are School Social Workers?

School Social Workers are trained mental health professionals with a degree in social work who provide services related to a person's social, emotional and life adjustment to school and/or society. School Social Workers are the link between the home, school and community in providing direct as well as indirect services to students, families and school personnel to promote and support students' academic and social success.

**WHAT** are some of the specific services that School Social Workers provide?

## RELATED SERVICES:

- Participating in special education assessment meetings as well as Individual Educational Planning meetings.
- Working with those problems in a child's living situation that affect the child's adjustment in school. (home, school, and community)
- Preparing a social or developmental history on a child with a disability.
- Counseling (group, individual and/or family)
- Mobilizing family, school, and community resources to enable the child to learn as effectively as possible in his or her educational program
- Assisting in developing positive behavioral intervention strategies.



## SERVICES TO STUDENTS:

- Providing crisis intervention.
- Developing intervention strategies to increase academic success.
- Assisting with conflict resolution and anger management.
- Helping the child develop appropriate social interaction skills.
- Assisting the child in understanding and accepting self and others.



## SERVICES TO PARENTS/FAMILIES:



- Interviewing the family to assess problems affecting the child's educational adjustment.
- Working with parents to facilitate their support in their children's school adjustment.
- Alleviating family stress to enable the child to function more effectively in school & community.
- Assisting parents to access programs available to students with special needs.
- Assisting parents in accessing and utilizing school and community resources

## SERVICES TO SCHOOL PERSONNEL:

- Providing staff with essential information to better understand factors (cultural, societal, economic, familial, health, etc.) affecting a student's performance and behavior.
- Assessing students with mental health concerns.
- Developing staff in-service training programs.
- Assisting teachers with behavior management.
- Providing direct support to staff.



## SCHOOL-COMMUNITY LIAISON:

- Obtaining and coordinating community resources to meet students' needs.
- Helping school districts receive adequate support from social and mental health agencies.
- Advocating for new and improved community/school service to meet the needs of students and families.
- Helping the system respond effectively to each child's needs.

## SERVICES TO DISTRICTS:

- Assist in developing and implementing educational programs for children for exceptional children
- Developing alternative programs for drop-outs, truant, delinquents, etc.
- Identifying and reporting child abuse and neglect.
- Providing consultation regarding school law and school policy including IDEA and Section 504.
- Providing case management for students and families requiring multiple resources.



*(Lists are exemplary and not exhaustive)*

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# PSYCHOLOGY

Asks a person whether they  
believe the glass is  
half full or half empty?

# SOCIAL WORK

Asks a person if they know the  
glass is refillable,  
and who or what stops them  
from accessing the tap



## MINUTES

### Board of Education Regular Meeting

February 23, 2021 6:00 PM

City Hall Council Chambers

<b>I. CALL TO ORDER</b> Procedural Item In attendance: Chair Butch Campbell, Vice Chair David Settles, Roseann Barton, Amanda Moore, and Jimmy Richardson. Wes Ballard and Becky Goff were absent.  Staff: Interim Director Ralph Ringstaff, Joe Marlin, Sheri Arnette, Beth Prater, Angela Fairchild, Lisa Trail, Adam Bryson, Sara Walker, Greg Lyles, Darla Sampson, and Trey Duke  Assistant City Attorney Elizabeth Taylor and City Liaison Bill Shacklett	Chair Butch Campbell
A. Pledge of Allegiance Procedural Item The Pledge of Allegiance was led by Lisa VanCleave.	
B. Moment of Silence Procedural Item	
<b>II. APPROVAL OF AGENDA</b> Action Item Motion to approve the agenda. This motion, made by Ms. Roseann Barton and seconded by Jimmy Richardson III, passed. (5-0)	Chair Butch Campbell
<b>III. CONSENT ITEMS</b> Consent Agenda Motion to approve consent agenda.. This motion, made by Mr. David Settles and seconded by Ms. Amanda Moore, passed. (5-0)	Chair Butch Campbell
A. Approval of 2-9 Board Minutes Consent Item	
B. Approval of School Fees Consent Item	
C. Second Reading of Board Policies Consent Item	
i. Approval of Board Policy 5.200 Separation Practices for Tenured Teachers on Second Reading Consent Item	
ii. Approval of Board Policy 5.201 Separation Practices for Non-Tenured Teachers on Second Reading Consent Item	
<b>IV. ACTION ITEMS</b> Action Item	Chair Butch Campbell
A. Change in Asynchronous Days Action Item Motion to approve the change in asynchronous days to the 2020-2021 school calendar. This motion, made by Jimmy Richardson III and seconded by Mr. David Settles, passed. (5-0)	Mr. Ralph Ringstaff
B. Approval of a One-Time Stipend Action Item Mr. Ringstaff explained that this one-time stipend would be paid from the ESSER 2.0 grant. It would be divided up as follows:	Mr. Ralph Ringstaff

Minutes  
Page 1 of 2  
February 23, 2021  
Recorded by L. VanCleave

*MISSION STATEMENT: To assure academic and personal success for each child.*

<p>1% of the yearly contract of certified employees (2% of the 6 month salary), \$250.00 to classified employees, and \$100.00 to part-time employees. Substitute teachers would not be included in this one-time stipend. It is for current employees only. The payment will be in the May pay period.</p> <p>Motion to approve the one-time stipend. This motion, made by Ms. Roseann Barton and seconded by Ms. Amanda Moore, passed. (5-0)</p>	
<p><b>V. REPORTS AND INFORMATION</b> Information Item</p>	Chair Butch Campbell
<p>A. Enrollment (PTR) Report Information Item</p>	Mr. Joe Marlin
<p>B. Revenue and Expenditure Report for January Information Item</p>	Ms. Beth Prater
<p>C. Personnel Report Information Item</p>	Mr. Ralph Ringstaff
<p>D. Administering the Vaccine in MCS Information Item</p>	Sara Walker and Darla Sampson
<p><b>VI. OTHER BUSINESS</b> Information Item</p> <p>Chair Campbell said that this was Mr. Ringstaff's last official meeting as Interim Director of Schools. He said that speaking on behalf of the entire board, he thanked Mr. Ringstaff for the job that he had done for our system. He said that he had been wearing two hats for 279 days and the board truly appreciated his hard work. Mr. Campbell said that the good news was that Mr. Ringstaff was not leaving, just going back to Human Resources.</p> <p>Amanda Moore reiterated Mr. Campbell's sentiments and added that Mr. Ringstaff took over during the hardest times and did a wonderful job.</p> <p>Roseann Barton added that Mr. Ringstaff has done a fabulous job. She said that teachers appreciate him and central office appreciates him.</p> <p>Jimmy Richardson said that during these trying circumstances, he saw that Mr. Ringstaff was the real deal.</p> <p>David Settles thanked Mr. Ringstaff for agreeing to step in and fill the shoes of Dr. Linda Gilbert.</p> <p>Adam Bryson said that this has been the hardest year for everyone. He said that Mr. Ringstaff took this position, and that is the reason that we are successful as a district.</p> <p>Mr. Ringstaff thanked everyone for the kind words. He also thanked the Board for being the kind of Board that seeks to understand things and makes the best decisions for our students.</p>	Chair Butch Campbell
<p><b>VII. ADJOURNMENT</b> Action Item</p> <p>The meeting adjourned at 6:32 p.m.</p> <p>Motion to adjourn. This motion, made by Jimmy Richardson III and seconded by Mr. David Settles, passed. (5-0)</p>	Chair Butch Campbell

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Director of Schools

# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in March</b>	Descriptor Term: <b>Personnel Health Examinations / Communicable Diseases</b>	Descriptor Code: <b>5.400</b>	Issued Date: <b>03/12/19 10/24/17</b>
		Rescinds: <b>PER 12</b>	Issued: <b>08/01/01</b>

- 1 All employees, prior to entering service, shall present a certificate showing a satisfactory health record.<sup>1</sup>
- 2 Employees shall inform the Director of Schools whenever they contract a contagious or communicable
- 3 disease.
- 4 No employee who has any communicable disease shall perform his/her duties in any location where such
- 5 might endanger the health of school children. The Board shall require any employee to submit to a
- 6 physical examination by a physician whenever there is reason to believe that the employee has any
- 7 communicable disease.<sup>21</sup>
- 8 The Director of Schools shall reassign or suspend any employee who is suspected of having a
- 9 communicable disease which might endanger the health of children, pending investigation and final
- 10 disposition of the case before the Board.<sup>32</sup>
- 11 To assist the Board in making final disposition of the case, the Director of Schools may refer the case to
- 12 the county Health Department or other medical experts.
- 13 The Board shall use the written report to determine the employment status of the employee.

## Legal References

- ~~1.~~ ~~TRR/MS 0520-01-03-08(2)(f)~~  
<sup>21</sup>. TCA 49-2-203(b)(2); TCA 49-5-710(a)(7); TCA 49-5-404  
<sup>32</sup>. TCA 49-5-511(a)(3)

## Cross References

- Section 504 & ADA Grievance Procedures  
1.802  
Suspension/Dismissal 5.200-202



# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in March</b>	Descriptor Term: <b>Conflict of Interest</b>	Descriptor Code: <b>5.601</b>	Issued Date: <b>03/12/19 09/26/17</b>
		Rescinds: <b>PER 7</b>	Issued: <b>02/01/12</b>

## 1 ADMINISTRATIVE PERSONNEL

2 Administrative and supervisory personnel, as well as the Board, shall have no financial interest, directly  
3 or indirectly, in supplying books, maps, school furniture, or apparatus for the schools or to act as agent  
4 for any author, publisher, bookseller, or dealer in school furniture or apparatus, however a spouse or  
5 family member of a principal, teacher or other school administrative employee may participate in  
6 business transactions with the school system where a sealed competitive bid system is used, provided  
7 that the employee does not have discretion in the selection of bids or specifications.<sup>1</sup>

8 It shall be a misdemeanor for the Director of Schools to take any other contract under the Board to per-  
9 form any other service for additional compensation, to act as principal or teacher in any school, or to  
10 become the owner of a school warrant other than that allowed for his/her service as Director of Schools  
11 or as secretary to the Board.<sup>2</sup>

## 12 PROFESSIONAL AND SUPPORT PERSONNEL<sup>3</sup>

13 Employees of the Board will not engage in, or have financial interest in, any activity that raises a  
14 reasonable question of conflict of interest with their duties and responsibilities as members of the school  
15 staff. This includes, but is not limited to, the following:

- 16 1. School employees may not purchase for sale to students any goods or equipment or render any  
17 service to the school system on a commission basis;
- 18 2. Employees who have patented or copyrighted any device, publication, or other item will not  
19 receive royalties for use of such item in the school system;
- 20 3. Employees will not engage in any type of work where the source of information concerning a  
21 customer, client, or employer originates from information obtained through the school system;
- 22 4. The Board shall make no purchase of supplies, materials, or equipment from a school system  
23 employee; and
- 24 5. Employees shall not solicit for the purpose of selling instructional supplies, equipment and  
25 reference books in a territory that includes the parents of the children of the school in which the  
26 employee is assigned.

27 If there is a question about conflict of interest, employees should contact the Director of Schools.

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**Legal References**

1. TCA 49-6-2003
2. TCA 49-2-301(c)
- ~~3. TCA 49-2-203(a)(2)~~

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**Cross References**

Purchasing 2.805  
Bids and Quotations 2.806  
Purchase Orders and Contracts 2.808  
Employee-Developed Materials 4.405

# Murfreesboro City School Board

Monitoring:  <b>Review: Annually, in March</b>	Descriptor Term:  <b>Director of Schools Recruitment and Selection</b>	Descriptor Code: <b>5.801</b>	Issued Date: <b>03/12/19 10/24/17</b>
		Rescinds: <b>BO 35</b>	Issued: <b>03/01/11</b>

1 When a vacancy occurs, the appointment of a Director of Schools is a function of the Board.<sup>1</sup> The Board  
2 is responsible for finding the person it believes can most effectively translate into action the policies of  
3 the Board and the goals of the community and the professional staff.

4 The Board may employ a consultant to advise and assist the Board in the search and selection process.  
5 However, the Board, at all times, drives the search process, and the final selection shall rest with the  
6 Board after a thorough consideration of qualified applicants. An interim Director of Schools appointed  
7 during the time of a search shall not become a candidate unless the Board expressly permits such  
8 inclusion in the selection procedures. A Board member may not apply for or in any other way be  
9 considered for the position of Director of Schools.<sup>2</sup>

10 If the Board chooses to conduct a search to fill the position, the Board shall initially develop the  
11 following:

- 12 1. A job description
- 13 2. A timeline
- 14 3. A process for accepting and reviewing applications
- 15 4. Selection procedures which shall include, but not be limited to, the following:<sup>3</sup>

- 16
- 17 a. The Board may invite the community, including employees, to participate in the process  
18 of selecting a Director of Schools. Resumes of persons interviewed by the Board shall  
19 be available in the Central Office for public inspection.
- 20 b. The interview process for each finalist shall include meetings with various staff and  
21 community groups and may include individual interviews with members of the Board  
22 and an interview with the entire Board.
- 23 c. Finalists shall be interviewed by the Board in an open session. Only Board members  
24 will be allowed to ask questions during the interview.
- 25 d. The Board shall attempt to select a Director by unanimous vote, but a simple majority  
26 vote of the membership of the Board shall be required for the appointment of a Director  
27 of Schools.
- 28 e. A Board member must recuse themselves from voting if an immediate family member  
29 is an applicant for Director of Schools.
- 30

- 1. TCA 49-2-203(a)(~~14~~13)
- 2. TCA 49-2-203(a)(1)(D)
- 3. TCA 49-2-203(a)(~~14~~13)(B)

# Murfreesboro City School Board

Monitoring:  <b>Review: Annually, in March</b>	Descriptor Term:  <b>Evaluation of the Director of Schools</b>	Descriptor Code: <b>5.803</b>	Issued Date: <b>03/12/19 10/24/17</b>
		Rescinds: <b>BO 20</b>	Issued: <b>11/01/12</b>

1 Through an annual evaluation of the Director of Schools,<sup>1</sup> the Board shall strive to accomplish the following:

- 2 1. Clarify the role of the director according to a job description as agreed upon by the Board and the Director;
- 3 2. Develop harmonious working relationships between the Board and the Director; and
- 4 3. Develop improvements in the administrative leadership of the school system.

5 The Board shall develop, with the Director, a set of performance objectives based on the needs of the system. The  
6 performance of the Director will be reviewed in accordance with these specified goals. The performance  
7 objectives shall be memorialized in an evaluation plan that includes, at a minimum, sections regarding job  
8 performance, student achievement, relationships with staff and personnel, relationships with Board members, and  
9 relationships with the community.<sup>1</sup>

10 At a time agreed to by the Board and the Director, the Board will meet as a body to evaluate the Director's  
11 performance.

12 The following guidelines will be used in the evaluation process:

- 13 1. The Director shall know the standards upon which they will be evaluated and shall be involved in the  
14 development of those standards.
- 15 2. A part of the evaluation may be a composite of the evaluation by individual board members, but the Board,  
16 as a whole, shall meet with the Director to discuss the composite evaluation.
- 17 3. The evaluation shall include a discussion of strengths as well as weaknesses.
- 18 4. Board members shall consider evidence prepared by the Director.
- 19 5. All documentation shall be supported by objective evidence.

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## Legal References

1. 49-2-203(a)(~~46~~[15](#))

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## Cross References

Board-Director Relations 1.205

February  
2021[illegible]

# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in December</b>	Descriptor Term: <b>Testing Programs</b>	Descriptor Code: <b>4.700</b>	Issued Date: <b>12/10/19</b>
		Rescinds: <b>IS 11</b>	Issued: <b>05/01/15</b>

## 1 General

2 The Board shall provide for a system-wide testing program which shall be periodically reviewed and  
3 evaluated. The purposes of the program shall be to:

- 4 1. Assist in promoting accountability;
- 5
- 6 2. Determine the progress of students;
- 7
- 8 3. Assess the effectiveness of the instructional program and student learning;
- 9
- 10 4. Aid in counseling and guiding students in planning future education and other endeavors;
- 11
- 12 5. Analyze the improvements needed in each instructional area;
- 13
- 14 6. Assist in the screening of students with learning difficulties;<sup>1</sup>
- 15
- 16 7. Assist in placing students in remedial programs; and
- 17
- 18 8. Assist in educational research by providing data.

19 In planning testing programs, every effort shall be made to see that testing contributes to the learning  
20 process rather than detracts from it. Efforts shall be made to incorporate necessary culture-free or  
21 culture-fair tests to assure that measurements are reasonable, unbiased, and accurate.

22 The Director of Schools shall be responsible for planning and implementing the program, which  
23 includes:

- 24 1. Determining specific purposes for each test;
- 25
- 26 2. Selecting the appropriate test to be given;
- 27
- 28 3. Establishing procedures for administering the tests;
- 29
- 30 4. Making provisions for interpreting and disseminating the results;
- 31
- 32 5. Maintaining testing information in a consistent and confidential manner; and
- 33

6. Ensuring that results are obtained as quickly as possible, especially when placement in a special learning program might be necessary.

State-mandated student testing programs shall be undertaken in accordance with procedures published by the State Department of Education.<sup>2</sup>

## WEIGHTING OF TCAP SCORES

For the 2020-2021 school year, Student scores on the Tennessee Comprehensive Assessment Program's grades three through six (3-6) shall comprise zero (0%) percent of the student's final grade in the spring semester in the subject areas of mathematics, reading/language arts, science, and social studies. In subsequent years, Sstudent scores on the Tennessee Comprehensive Assessment Program's grades three through ~~eight-six~~ (3-~~86~~) shall comprise fifteen (15%) percent of the student's final grade in the spring semester in the subject areas of mathematics, reading/language arts, science, and social studies.<sup>3</sup> The Director of Schools may exclude Tennessee Comprehensive Assessment Program scores from students' final grades if scores are not received by the district at least five (5) instructional days before the end of the school year.<sup>3</sup>

## TESTING INFORMATION AND PARENTAL CONSENT

Any test directly concerned with measuring student ability or achievement through individual or group psychological or socio-metric tests shall not be administered by or with the knowledge of any employee of the system without first obtaining written consent of the parents or guardians.

Results of all group tests shall be recorded on the students' permanent records and shall be made available to appropriate personnel in accordance with established procedures.<sup>4</sup>

No later than July 31<sup>st</sup> of each year, the Board shall publish on its website information related to state and board mandated tests that will be administered during the school year. The information shall include:

1. The name of the test;
2. The purpose and use of the test;
3. The grade or class in which the test will be administered;
4. The tentative date or dates that the test will be administered;
5. The time and manner in which parents and students will be notified of the results of the test; and
6. How parents can access the questions and answers on their student's state-required tests.<sup>5</sup>

The testing information shall also be placed in student handbooks or other school publications that are provided to parents on an annual basis.



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**Legal References**

1. TCA 49-10-108
2. TRR/MS 0520-01-03-.03(7)
3. TCA 49-1-617
4. 20 USCS 1232(g); TCA 10-7-504
5. TCA 49-6-6007

**Cross References**

Student Records 6.600

# Murfreesboro City School Board

Monitoring:  <b>Review: Annually, in March</b>	Descriptor Term: <b>Discrimination / Harassment of Employees (Sexual, Racial, Ethnic, Religious)</b>	Descriptor Code: <b>5.500</b>  Rescinds: <b>PER 35</b>	Issued Date: <b>08/13/19</b>  Issued: <b>04/01/12</b>
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1 Employees shall be provided a work environment free from ~~sexual, racial, ethnic and religious~~  
2 discrimination/harassment based on race, color, religion, creed, sex, national origin, age, disability,  
3 or any other classification protected by law. It shall be a violation of this policy for any  
4 employee or any student to discriminate against or harass an employee through disparaging conduct  
5 or communication that is ~~sexual, racial, ethnic or religious~~ based on -race, color, religion, creed, sex,  
6 national origin, age, veteran status, disability, or any other classification protected by law in nature.  
7 The following guidelines are set forth to protect employees from discrimination/ harassment.

8 Employee discrimination/harassment will not be tolerated.<sup>1</sup> Discrimination/harassment is defined  
9 as conduct, advances, gestures or words either written or spoken and based on based on race,  
10 color, religion, creed, sex, national origin, age, disability, or any other classification protected by  
11 law that:

- 12 1. Unreasonably interfere with the individual's work or performance; or
- 13 2. Create an intimidating, hostile or offensive work environment; or
- 14 3. Imply that submission to such conduct is made an explicit or implicit term of employment;
- 15 4. Imply that submission to or rejection of such conduct will be used as a basis for an
- 16 employment decision affecting the harassed employee.

17 Alleged victims of ~~sexual, racial, ethnic and religious~~ discrimination/harassment shall report  
18 these incidents immediately.<sup>2</sup> This report should be made to the immediate supervisor, except  
19 when the immediate supervisor is the alleged offending party. If the immediate supervisor is the  
20 alleged offending party, the report may be made to the Federal Rights Coordinator or the  
21 Assistant Superintendent for Human Resources. Allegations of discrimination/harassment shall be  
22 fully investigated (as set forth in *Complaints and Grievances* 5.501). An oral complaint may be  
23 submitted; however, such complaint must be reduced to writing to ensure a more complete  
24 investigation. The complaint should include the following information:

- 25 1. Identity of the alleged victim and person accused;
- 26 2. Location, date, time and circumstances surrounding the alleged incident;
- 27 3. Description of what happened;
- 28 4. Identity of witnesses; and
- 29 5. Any other evidence available.

30 The privacy and anonymity of all parties and witnesses to complaints will be respected.  
31 However, because an individual's need for confidentiality must be balanced with obligations to  
32 cooperate with police investigations or legal proceedings, to provide due process to the accused, to  
33 conduct a thorough investigation or to take necessary action to resolve a complaint, the identity of  
34 parties and witnesses maybe disclosed in appropriate circumstances to individuals with a need to  
35 know.

36 A substantiated charge against an employee shall result in disciplinary action up to and  
37 including termination. A substantiated charge against a student may result in corrective or  
38 disciplinary action up to and including expulsion.

39 There will be no retaliation against any person who reports discrimination/harassment or who  
40 participates in an investigation. However, any employee who refuses to cooperate or gives false  
41 information during the course of any investigation may be subject to disciplinary action. The  
42 willful filing of a false report will itself be considered harassment and will be treated as such.

43 An employee disciplined for violation of this policy may appeal the decision by contacting the  
44 Federal Rights Coordinator or the Director of Schools.

45

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Legal References

1. 29 CFR §1604.11
2. 20 USCS § 1681

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Cross References

Complaints and Grievances 5.501

# Murfreesboro

City Schools

## INTER-FUND BUDGET TRANSFER/AMENDMENT REQUEST

Budget Fiscal Year 2021

Account	Description	Increase	Decrease
141 E 72110 189	Attendance-Other Salaries & Wages		450.00
141 E 72110 524	Attendance-In-Service/Staff Development	450.00	

Total	\$ 450.00	\$ 450.00
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Explanation: This transfer request is to increase the In-Service/Staff Development line to cover a price increase for the Tennessee Data and Attendance conference and to add an additional attendee. We are transferring from Other Salaries & Wages, this line has additional funds due to a change in staffing.

B. Prater  
Reviewed by Finance Director/Finance Manager

2/24/21  
Date

Approved	<input checked="" type="checkbox"/>	<u>Bobbie Duke IV</u>	<u>3/3/2021</u>
Declined	<input type="checkbox"/>	Director of Schools	Date

# Murfreesboro

City Schools

## INTER-FUND BUDGET TRANSFER/AMENDMENT REQUEST

Budget Fiscal Year 2021

Account	Description	Increase	Decrease
141 E 72320 101	Office of Director-Director		3,500.00
141 E 72320 701	Office of Director-Equipment	3,500.00	
Total		\$ 3,500.00	\$ 3,500.00

Explanation:

This transfer request is to increase the equipment line for the Office of the Director for new laptops and additional needs. We are transferring from the Director salary line, this line has additional funds due to having an Interim Director of Schools.

B Brate  
Reviewed by Finance Director/Finance Manager

2/24/21  
Date

Approved

☒

Bobby W. O'Neil III  
Director of Schools

3/5/2021  
Date

Declined

☐

# Murfreesboro

City Schools

## INTER-FUND BUDGET TRANSFER/AMENDMENT REQUEST

Budget Fiscal Year 2021

Account	Description	Increase	Decrease
141 E 72520 204	Personnel Services-State Retirement	-	400.00
141 E 72520 217	Personnel Services-Hybrid Retirement	400.00	-
141 E 72520 299	Personnel Services-Fringe Benefits	3,125.00	-
141 E 72520 207	Personnel Services-Medical Insurance	-	3,125.00
Total		\$ 3,525.00	\$ 3,525.00

Explanation: This transfer request is to move \$400.00 from retirement code 204 to retirement code 217 and for  
employees that selected the medical insurance incentive over medical coverage.

B. Prater  
Reviewed by Finance Director/Finance Manager

2/24/21  
Date

Approved	<input checked="" type="checkbox"/>	<u>Bobby J. DeLoe III</u>	<u>3/3/2021</u>
Declined	<input type="checkbox"/>	Director of Schools	Date

# Murfreesboro

City Schools

## INTER-FUND BUDGET TRANSFER/AMENDMENT REQUEST

Budget Fiscal Year 2021

Account	Description	Increase	Decrease
143 E 73100 336	Nutrition-Maint. & Repair of Equipment	-	40,000.00
143 E 73100 422	Nutrition-Food Expenses	-	40,250.00
143 E 73100 348	Nutrition-Postage	50.00	
143 E 73100 399	Nutrition-Other Contracted Services	80,000.00	
143 E 73100 451	Nutrition-Uniforms	200.00	
Total		80,250.00	80,250.00

Explanation:

The transfers above are for the Nutrition Fund. We have small increases in the Postage and Uniform lines and also an increase to Other Contracted Services for the remodel of the cafeteria at Reeves-Rogers Elementary. We expect a savings in the Maintenance and Repair of Equipment and Food Expense lines. The Food Expense reduction is due to the pandemic and use of Commodity foods instead of commercial purchases.

R. Prater  
Reviewed by Finance Director/Finance Manager

2/24/21  
Date

Approved

☒

Bobby W. Burke III  
Director of Schools

3/3/2021  
Date

Declined

☐

**ESSER 2.0**

71100-116	420,000 Teachers for summer school for 2 yrs
71100-189	212,000 COVID pay
71100-189	50,000 Diversity task force
71100-195	150,000 COVID-19 related substitute overages
71100-201	26,040 Social security for summer school
71100-201	13,090 Social security for COVID pay
71100-201	9,300 Social security for subs
71100-204	43,135 Retirement for summer school
71100-204	21,836 Retirement for COVID pay
71100-212	7,000 Medicare for summer school
71100-212	3,074 Medicare for COVID pay
71100-212	220 Medicare for subs
71100-429	295,000 Instructional supplies-summer school
71100-429	267,000 Curriculum, iReady reading/math consumables
71100-449	1,410,000 Expeditionary Learning/Ready Math consumables
71100-499	5,000 Office supplies
71100-722	750,000 Chromebooks and carts
71100-722	16,150 Web cameras (FEMA-reim GP)
71200-725	330,000 Clear touch, ipads, chromebooks
72120-131	30,000 Nurse overtime (reim GP)
72120-131	20,000 FT nurse FY21 (reim GP)
72120-131	13,500 Nurses during summer school
72120-131	8,565 Nursing labor (FEMA-reim GP)
72120-201	1,860 SS for nurses' overtime (reim GP)
72120-201	1,240 SS for FT nurse (reim GP)
72120-201	850 SS for summer school
72120-201	531 SS for Nursing labor (FEMA-(reim GP)
72120-204	3,650 Retirement for nurses' overtime (reim GP)
72120-204	1,650 Retirement for summer school
72120-204	1,217 (reim GP)Retirement for FT nurse
72120-207	3,900 (reim GP)Medical for FT nurse
72120-208	82 Dental for FT nurse (reim GP)



72120-212	1,049 Medicare for nurses
72120-499	81,318 PPE-face shields, goggles (FEMA-reim GP)
72120-499	1,000 Nursing supplies
72120-524	87,194 PD-Social and emotional
72130-322	71,836 Benchmark assessments (FEMA-reim GP)
72130-399	95,000 STARS FY21
72210-189	199,920 K2/Intervention for 2 years
72210-189	3,000 Stipends for PD summer sch teachers
72210-201	12,400 SS for K2/Intervention
72210-201	190 SS for stipends
72210-204	20,600 Retirement for K2/Intervention
72210-206	200 Life insurance for K2/Intervention
72210-207	5,800 Medical for K2/Intervention
72210-208	290 Dental for K2/Intervention
72210-212	50 Medicare for stipends
72210-212	2,900 Medicare for K2/Intervention
72210-399	65,000 Contracted services for behavior & RTI-B
72210-399	12,237 Enrollment modules (FEMA-reim GP)
72210-499	765 PPE-(FEMA-reim GP)
72250-790	43,781 Added internet security (FEMA-reim GP)
72410-139	48,560 Administrators for summer school
72410-162	18,000 Clerical for summer school
72410-201	4,000 Social security for admin and clerical during summer school
72410-204	6,850 Retirement for admin & clerical during summer school
72410-212	920 Medicare for admin & clerical during summer school
72410-307	2,667 Principal phones (FEMA-reim GP)

72710-146	66,920	Bus drivers during summer school
72710-189	25,920	Bus aids during summer school
72710-201	5,760	Social security for drivers and aids
72710-204	11,300	Retirement for drivers and aids
72710-212	1,350	Medicare for drivers and aids
72710-425	3,000	Fuel for summer school
72710-729	118,200	SPED bus
72710-729	108,200	Gen Ed bus
76100-799	400,000	Air purification system
Total	5,642,067	