

**Board of Education Regular Meeting**

February 27, 2024 6:00 PM

City Hall Council Chambers

I. CALL TO ORDER Procedural Item	Chair Butch Campbell
A. Pledge of Allegiance Procedural Item The Pledge of Allegiance will be led by Greyson Phillips, a first grade student at Salem Elementary School, and Jaylyn White, a third grade student at Hobgood Elementary School	
B. Moment of Silence Procedural Item	
II. APPROVAL OF AGENDA Action Item	Chair Butch Campbell
III. COMMUNICATIONS Information Item Thank you to the Murfreesboro Fire and Police Departments for conducting Car Safety Checks in conjunctions with Cason Lane Pre-K in February.  Bradley Academy Drama will present Little Mermaid in March. The public is invited to attend with performances on March 15 at 6 p.m. and March 16 at 2 p.m. and 5 p.m. Tickets are \$10 each.  Join MCS for the African American Cultural Celebration on February 29 from 5-7 p.m. at Patterson Park. Bradley and Scales students will be performing at the event.  Zone waiver applications begin Feb 29 through April 1. Details can be found on each schools website.  Congratulations to students from Cason Lane Academy, Discovery School, Erma Siegel, Hobgood, Mitchell-Neilson and Overall Creek for competing in the Invention Convention on Feb. 22 at MTSU.  Overall Creek will have two teams moving into the state competition on March 9 for robotics. This year 9 schools sent teams to the regional competition.  The MCS Music Festival is March 4 at World Outreach Church. Nearly 400 students will join together for this performance.  Thank you to Overall Creek students for donating food to our backpack program as part of their month of kindness program.  Thank you to What A Burger for supporting backpack food donations this month.  Congratulations to SRO Austin Reed on being named Officer of the Year in Administrative Services!  Dr. Trey Duke and Dr. Cathy Presnell will have an article published by ASCD's Educational Leadership in their upcoming May issue. The article is titled "Teacher Advisory Councils: Agency as a Strategy for Teacher	Mrs. Lisa Trail

Retention," and focuses on the MCS Teacher Advisory Council..	
<p>A. The Best of MCS-Amazing Shake Recognition Salem Elementary: Levia Harvey, Jayden Lymon - Angela Bunyi, counselor</p> <p>Discovery School: Avery Davis, Katherine Salter - Kelsey McKnight, counselor</p> <p>Procedural Item</p>	Dr. Trey Duke
<p>B. Spotlight on Education-Bradley Choir Abbi Miller-Music Teacher Daniel Edwards Evelyn Gupton Julius Harris Danna Hernandez Aubrey Houston Amiah Jones Nia Jones Meredith Lopez-Spindola McKaitlin Mabe Tannan Mitchell Isabella Pescador-Burnett RJ Shelley Zoe Shelley Jordan Stewart Nami Story Aubrey Ward Kayley York</p> <p>Procedural Item</p>	Dr. Trey Duke
<p>C. Public Comment Procedural Item</p>	Chair Butch Campbell
<p>IV. CONSENT ITEMS Consent Agenda</p>	Chair Butch Campbell
<p>A. Approval of 2-13-24 Board Minutes Consent Item</p>	
<p>V. ACTION ITEMS Action Item</p>	Chair Butch Campbell
<p>A. Approval of Board Policy 2.403 Surplus Property Sales on First Reading Action Item</p>	Ms. Lauren Bush
<p>B. Approval of Board Policy 2.804 Expenses and Reimbursements on First Reading Action Item</p>	Ms. Lauren Bush
<p>C. Approval of Board Policy 2.805 Purchasing on First Reading Action Item</p>	Ms. Lauren Bush
<p>D. Approval of Board Policy 2.807 Requisitions on First Reading Action Item</p>	Ms. Lauren Bush

E. Approval of Board Policy 4.203 Summer Instructional Programs on First Reading Action Item	Ms. Lauren Bush
F. Approval of the 5 year Strategic Plan Revision Action Item	Dr. Trey Duke
G. Approval of the 2024-2025 Transportation Plan Action Item	Dr. Trey Duke
H. Approval of Budget Amendment-Consolidated Funding Application Title I Action Item	Dr. Trey Duke
I. Approval of Revenue and Expenditure Report Action Item	Dr. Trey Duke
VI. REPORTS AND INFORMATION Information Item	Chair Butch Campbell
A. Personnel Report Information Item	Dr. Trey Duke
B. Enrollment (PTR) Report Information Item	Mr. Ken Rocha
C. Director's Update Information Item	Dr. Trey Duke
VII. OTHER BUSINESS Information Item	Chair Butch Campbell
VIII. ADJOURNMENT Action Item	Chair Butch Campbell
IX. CLOSED EXECUTIVE SESSION (Room 218) Procedural Item	

**MINUTES**

**Board of Education Regular Meeting**

February 13, 2024 6:00 PM

MCS Administrative Offices

<p><b>I. CALL TO ORDER</b>          Procedural Item  <b>Present:</b> Mr. Butch Campbell, Ms. Karen Dodd, Ms. Barbara Long, Ms. Amanda Moore, Mr. Jimmy Richardson III, Mr. David Settles (6:03 p.m.) <b>Absent:</b> Mr. Wesley Ballard</p> <p>In attendance: Dr. Trey Duke, Sheri Arnette, Daniel Owens, Don Bartch, Ken Rocha, Angela Fairchild, Lisa Trail, Maria Johnson, April Zavis, Sandy Scheele, Robin Newell, and Emily Spencer</p> <p>Assistant City Attorney Lauren Bush and City Liaison Bill Shacklett</p>	<p>Chair Butch Campbell</p>
<p>A. Pledge of Allegiance          Procedural Item</p>	
<p>B. Moment of Silence          Procedural Item</p>	
<p><b>II. APPROVAL OF AGENDA</b>          Action Item          Motion to approve the agenda. This motion, made by Mr. Jimmy Richardson III and seconded by Ms. Barbara Long, passed.          Yea: 5, Nay: 0, Absent: 2</p>	<p>Chair Butch Campbell</p>
<p><b>III. COMMUNICATIONS</b>          Information Item</p>	<p>Mrs. Lisa Trail</p>
<p>A. Spotlight on Education-January 4th Professional Development at MTSU          Procedural Item</p>	<p>Ms. Sheri Arnette</p>
<p>B. Public Comment          Procedural Item</p>	<p>Chair Butch Campbell</p>
<p><b>IV. CONSENT ITEMS</b>          Consent Agenda          Motion to approve consent agenda.. This motion, made by Ms. Amanda Moore and seconded by Mr. David Settles, passed.          Yea: 6, Nay: 0, Absent: 1</p>	<p>Chair Butch Campbell</p>
<p>A. Approval of 1-9 Board Meeting Minutes and 1-27 Board Retreat Minutes          Consent Item</p>	
<p>B. Approval of School Fees          Consent Item</p>	
<p>C. Approval of Contracts Exceeding \$25,000, but less than \$50,000-Trane          Consent Item</p>	
<p>D. Second Reading of Board Policies          Consent Item</p>	
<p>i. Approval of Board Policy 2.703 Audits on Second Reading          Consent Item</p>	
<p>ii. Approval of Board Policy 2.8001 Energy Management and Conservation on Second Reading          Consent Item</p>	
<p>iii. Approval of Board Policy 2.801 Credit Cards and Credit Lines on Second Reading          Consent Item</p>	
<p>iv. Approval of Board Policy 4.205 Magnet Schools on Second Reading</p>	

Consent Item	
v. Approval of Board Policy 6.702 Fundraising Activities on Second Reading Consent Item	
<b>V. ACTION ITEMS</b> Action Item	Chair Butch Campbell
A. Approval of Open/Closed Zone Schools Action Item Motion to approve Open/Closed Zone Schools. This motion, made by Ms. Barbara Long and seconded by Ms. Karen Dodd, passed. Yea: 6, Nay: 0, Absent: 1	Dr. Trey Duke
B. Approval of Toadvine Contract for Bleachers at Bradley Academy, Mitchell Neilson Elementary, Reeves Rogers Elementary, and Discovery School Action Item Motion to approve the Toadvine Contract for Bleachers at Bradley Academy, Mitchell Neilson Elementary, Reeves Rogers Elementary, and Discovery School. This motion, made by Mr. Jimmy Richardson III and seconded by Ms. Amanda Moore, passed. Yea: 6, Nay: 0, Absent: 1 Mr. Richardson asked if we have done business with this group before, and Mr. Bartch stated that they did the bleachers at Northfield and Black Fox, and we were pleased with their work.	Dr. Trey Duke
C. Approval of E-Rate Program Agreement of Intent Action Item Motion to approve the E-Rate Program Agreement of Intent. This motion, made by Mr. Jimmy Richardson III and seconded by Ms. Karen Dodd, passed. Yea: 6, Nay: 0, Absent: 1 Karen Dodd asked what we are actually purchasing from this company. Ms. Zavisa explained that this is strictly internet services. She told the Board that she will eventually come back with an agreement for infrastructure.	Dr. Trey Duke
D. Approval of the Sub-Recipient Agreement and One Time Funding Resolution Action Item Motion to approve the Sub-Recipient Agreement and One Time Funding Resolution. This motion, made by Ms. Amanda Moore and seconded by Ms. Barbara Long, passed. Yea: 6, Nay: 0, Absent: 1	Dr. Trey Duke
E. Approval of FY24 Central Cafeteria Fund 143-USDA Additional Revenue Action Item Motion to approve the FY24 Central Cafeteria Fund 143-USDA Additional Revenue. This motion, made by Mr. Jimmy Richardson III and seconded by Ms. Karen Dodd, passed. Yea: 6, Nay: 0, Absent: 1	Dr. Trey Duke
F. Approval of FY24 Central Cafeteria Fund 143-Rebate Action Item Motion to approve the FY24 Central Cafeteria Fund 143-Rebate. This motion, made by Mr. David Settles and seconded by Ms. Barbara Long, passed. Yea: 6, Nay: 0, Absent: 1	Dr. Trey Duke
G. Approval of FY24 General Purpose Fund 141-Robotics Grants Action Item Motion to approve the FY24 General Purpose Fund 141-Robotics Grants. This motion, made by Ms. Karen Dodd and seconded by Ms. Barbara Long, passed. Yea: 6, Nay: 0, Absent: 1 Mr. Richardson said that just seeing students light up over this program is beyond awesome! Dr. Duke said that two of our Overall Creek teams have made it to State. He added that these students are competing against middle school students.	Dr. Trey Duke
H. Approval of FY24 21st Century Grant Budget Amendment	Dr. Trey Duke

<p>Action Item  Motion to approve the FY24 21st Century Grant Budget Amendment. This motion, made by Ms. Amanda Moore and seconded by Mr. Jimmy Richardson III, passed.  Yea: 6, Nay: 0, Absent: 1  After approval of this budget amendment, Dr. Duke added that Ms. Cynthia Hopkins, our new ESP Coordinator, is doing a wonderful job with this program and he can't wait for the Board to hear from her in an upcoming meeting.</p>	
<p>I. Approval of Title IX McKinney Vento Budget Amendment  Action Item  Motion to approve the Title IX McKinney Vento Budget Amendment. This motion, made by Mr. David Settles and seconded by Mr. Jimmy Richardson III, passed.  Yea: 6, Nay: 0, Absent: 1</p>	Dr. Trey Duke
<p>J. Approval of Title III Multilingual Liaison  Action Item  Motion to approve the Title III Multilingual Liaison. This motion, made by Ms. Barbara Long and seconded by Ms. Karen Dodd, passed.  Yea: 6, Nay: 0, Absent: 1</p>	Dr. Trey Duke
<p>K. Approval of Surety Bond for Finance Director  Action Item  Motion to approve the Surety Bond for the Finance Director. This motion, made by Mr. Jimmy Richardson III and seconded by Ms. Amanda Moore, passed.  Yea: 6, Nay: 0, Absent: 1</p>	Dr. Trey Duke
<p><b>VI. REPORTS AND INFORMATION</b>  Information Item</p>	Chair Butch Campbell
<p>A. Labor Market Report and Differentiated Pay Plan  Action Item  Dr. Duke provided a PowerPoint with the Labor Market information and said that if the Board wanted a hard copy of the report, Ms. VanCleave would be happy to copy that for them. Dr. Duke stated that the Job Fair was a huge success. He also informed the Board that we have added the MTSU Alt program and that has helped tremendously with hiring new teachers.</p> <p>Chair Campbell asked how many teachers we have in our system with five or more years of experience. Dr. Duke said that he would get that information to the Board.</p> <p>Dr. Duke explained that we need to understand that it's a teachers' market, and if a teacher feels that one school is not a good fit, we will work with them, and take steps to make sure they stay in the district. He explained that process to the Board.</p> <p>Maria Johnson reviewed the Differentiated Pay Plan proposals to the Board, specifically the changes from the previous plan.</p> <p>Barbara Long asked if these incentives seem to be working, especially in the case of BEST teachers, and Ms. Johnson said that the incentives do seem to be working. She said that other districts are also offering incentives.</p> <p>David Settles asked how we arrive at the period of time (3 months) that the applicant has to be employed instead of saying that they must at least stay for one semester? Ms. Johnson said that she would look into that.</p>	Dr. Trey Duke
<p>B. Update on Basketball Program  Information Item  Dr. Duke said that it was our intent to have the conversation about the basketball program at the Board retreat, but due to a lack of time, we had to postpone the conversation. He wanted to</p>	Mr. Don Bartch

<p>make it clear that no decisions have been made regarding the basketball program, but that this is only a response to concerns that he has received.</p> <p>Don Bartch presented concerns with the basketball program, and explained that he would like to have the Board's support on the decision that is made.</p> <p>Mr. Bartch explained that the league started 10 or more years ago. The league was created to add to Murfreesboro City Schools, but it has changed dramatically in the last three to four years. He said that the district is having a hard time filling teams and acquiring coaches and staff to work the games. As far as a profit made, the gate has always been insignificant. He added that two years ago, we had to cancel tournaments because of the volatile environment. We have also had to acquire extra MPD support during the games recently. At this point, we are not verified to have referees next year. Mr. Bartch said that there are other opportunities in the city for children to participate in basketball and a variety of other sports. There are also numerous cheerleading opportunities as well.</p> <p>Mr. Bartch said that this is not a decision that will be made lightly.</p> <p>Dr. Duke said that we are thinking about how to move forward in a wise way. We would like to offer some type of athletics to our students and we are still discussing this topic. Dr. Duke just wanted the Board to be aware that we are thinking through this process, and a decision will be made before proceeding with next year's budget.</p> <p>Ms. Emily Spencer was in attendance, and she gave her thoughts on the program.</p> <p>Dr. Duke said that a decision has not been made, but he will notify the Board when they do make a decision.</p>	
<p><b>C. Director's Update</b>  <b>Information Item</b>  Dr. Duke told the Board that Friday is a Professional Development Day for teachers and Monday is Presidents' Day.  He added that Parent Teacher Conference is coming up on March 5.  Dr. Duke also told the Board that he would be out of the office the rest of the week attending the National Conference on Education.  Dr. Duke informed the Board that he would be bringing a Transportation Plan to the Board at the second February Board meeting to clarify parent responsibility zones.</p>	<p>Dr. Trey Duke</p>
<p><b>VII. OTHER BUSINESS</b>  <b>Information Item</b>  Ms. Barbara Long said that vouchers are a hot topic right now and told the Board that she had just attended the Legislative and Legal Institute in Franklin on February 12th and 13th. She said that she is still hoping that the Legislators will attend the planned meeting with our Board on March 21st. Ms. VanCleave has sent communication regarding that meeting to the Legislators and is waiting on a response from the majority of them.</p>	<p>Chair Butch Campbell</p>
<p><b>VIII. ADJOURNMENT</b>  <b>Action Item</b>  Motion to adjourn at X. This motion, made by Mr. Jimmy Richardson III and seconded by Mr. David Settles, passed.  Yea: 6, Nay: 0, Absent: 1  Meeting adjourned at 7:43 p.m.</p>	<p>Chair Butch Campbell</p>

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Director of Schools

**Agenda Item Title:** Approve changes to Board Policy 2.403 on first reading

**Board Meeting Date:** February 27, 2024

**Department:** Legal

**Presented by:** Lauren Bush

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

**Summary**

Recommended changes to Board Policy 2.403 include the addition of a definition for surplus property and the addition of statutory language that allows for the transfer, donation, sell, or trade of surplus property in specific circumstances as allowed by law.

**Staff Recommendation**

Approve changes to Board Policy 2.403 on first reading

**Fiscal Impact**

No fiscal impact

**Connection to MCS's Five-Year Strategic Plan**

- Known:** Every student will be *known* through whole-child programs and support.
- Safe:** Every student will be *safe* through equitable access to buildings, facilities, and infrastructure that meets their needs.
- Challenged:** Every student will be *challenged* by learning from highly effective educators and employees.
- Empowered:** Every student will be *empowered* through academic success



# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term: <b>Surplus Property Sales</b>	Descriptor Code: <b>2.403</b>	Issued Date: <b>08/27/19 Revised 01/25/22</b>
		Rescinds: <b>FM 11</b>	Issued: <b>10/24/17</b>

1 Surplus property is defined as property no longer having an intended use by the school district and/or  
2 no longer capable of being used because of the property's condition. The Director of Schools/designee  
3 shall prepare a list of unusable items for Board approval.<sup>1</sup> The list shall contain the following  
4 information: name of item, tag number/serial number, value of the item, date of purchase and reason  
5 for disposal.

6 All unusable items shall be sold to the highest bidder after advertising in a newspaper of general  
7 circulation and online at least seven (7) days prior to the sale and ~~or~~ can be placed on an internet  
8 auction website used by the LEA school district, the local government, or ~~this state~~ the State of  
9 Tennessee.

10  
11 Surplus property which has no value or has a value of less than five hundred dollars (\$500) may be  
12 disposed of without the necessity of bids. In order for such disposal without bids, the principal of the  
13 school with the surplus property, the Director of Schools and the Board Chair must all agree in writing  
14 that the property is of no value or is of less value than five hundred dollars (\$500).<sup>2</sup> Surplus real or  
15 personal school property may also be transferred to any municipality within the county for public use,  
16 without the requirement of competitive bidding.<sup>3</sup>

17  
18 Subject to Board approval, the school district may donate computers that have been surplused and  
19 removed from inventory to low-income families in the school district. Alternatively, the school district  
20 may dispose of computers by selling or trading the computers to vendors or manufacturers as part of  
21 the proposal to purchase new computers. The memory hard drives of all computers donated, sold, or  
22 traded under this policy must first be sanitized.<sup>4</sup>

23 If reasonable attempts to dispose of surplus properties fail to produce monetary return to the system,  
24 the Board shall approve other methods of disposal.<sup>3,5</sup>

25 Surplus equipment will be auctioned off by the district at the end of the school year or as needed. The  
26 Executive Committee must approve all surplus equipment prior to the equipment being disposed of at  
27 the end of the school year.

## 28 **DISPOSITION OF EQUIPMENT PURCHASED WITH FEDERAL ~~DOLLARS~~<sup>4</sup>-DOLLARS<sup>6</sup>**

29 When equipment that was purchased with federal dollars is no longer needed for the original project or  
30 program or for other activities currently or previously supported by a federal agency, disposition of the  
31 equipment shall be made as follows:

- 1 1. ~~(1)~~ Items of equipment with a current per-unit fair market value of less than \$5,000 may be  
2 retained, sold or otherwise disposed of with no further obligation to the awarding agency.
- 3 2. ~~(2)~~  
4 -Items of equipment with a current per unit fair market value in excess of \$5,000 may be  
5 retained or sold and the awarding agency shall have a right to an amount calculated by  
6 multiplying the current market value or proceeds from sale by the awarding agency's share of  
7 the equipment.
- 8 \_\_\_\_\_  
9  
10 3.

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Legal References

1. TCA 49-6-2006(b)(3); TCA 49-6-2208
2. TCA 49-6-2007
3. TCA 49-6-2006(d)
4. TCA 49-6-2007(f)
- ~~3-5.~~ TCA 12-2-403(a)(1)-(4)
- ~~4-6.~~ 2 CFR 200.313

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Cross References

- Inventories 2.702

**Agenda Item Title:** Approval of changes to Board Policy 2.804 on first reading

**Board Meeting Date:** February 27, 2024

**Department:** Legal

**Presented by:** Lauren Bush

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

**Summary**

Board Policy 2.804 has been updated to simplify language related to reimbursement of meal expenses for Board members and to clarify references to administrative procedures.

**Staff Recommendation**

Approve changes to Board Policy 2.804 on first reading

**Fiscal Impact**

No fiscal impact

**Connection to MCS's Five-Year Strategic Plan**

- Known:** Every student will be *known* through whole-child programs and support.
- Safe:** Every student will be *safe* through equitable access to buildings, facilities, and infrastructure that meets their needs.
- Challenged:** Every student will be *challenged* by learning from highly effective educators and employees.
- Empowered:** Every student will be *empowered* through academic success

# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term: <b>Expenses and Reimbursements</b>	Descriptor Code: <b>2.804</b>	Issued Date: <b>09/13/22</b>
		Rescinds: <b>2.804</b>	Issued: <b>01/28/20</b>

1 *Central Office*

2 The Board shall review expense allowances and reimbursement guidelines on an annual basis.

3 Requests for travel reimbursements shall be submitted to the employee's supervisor who shall then  
4 submit it to the Finance Office within fourteen (14) calendar days of the date of the completion of such  
5 travel.

6 The Director of Schools shall develop procedures and forms to ensure consistency and transparency with  
7 the implementation of this policy.

## 8 **SCHOOL PERSONNEL**

9 School personnel who incur expenses in carrying out their authorized duties will be reimbursed upon  
10 submission of an approved purchase requisition, travel reimbursement form and supporting  
11 documentation except where specified in ~~the Travel Expenses and Reimbursements Administrative~~  
12 ~~Directive AD-FM13 as a per diem rate administrative procedures.~~

13 Expenses for travel will be reimbursed when the travel has the advance authorization of the Director of  
14 Schools. The Director of Schools may grant this authorization without prior board action when the travel  
15 expense has been anticipated and incorporated into the operational budget of the particular program  
16 involved.

17 The Board shall be responsible for all expenses pertaining to staff development. Student activity funds  
18 shall not be used for this purpose.<sup>1</sup>

## 19 **BOARD MEMBERS**

20 The members of the Board shall be paid for transportation, lodging, meals and other pertinent expenses  
21 when traveling on business for the Board. No expense will be reimbursed if the individual is entitled to  
22 reimbursement from any other source. Attendance at conventions or other educational meetings or travel  
23 for other school purposes shall be authorized in advance by the Board.<sup>2</sup>

24 Salary and other benefits shall be determined by the local funding body.<sup>3</sup>  
25 Expenses shall be submitted to the Office of the Director of Schools within thirty (30) days of the date  
26 of completion of such travel. The rate of payment shall be the same as the rate for members of the  
27 professional staff.

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1 *National Conferences*

2 At least thirty (30) days prior to the deadline for early or discounted registration for a national conference  
3 related to education, all Board members interested in attending shall inform the Board Secretary of their  
4 interest in writing. At the next regularly scheduled board meeting, the Board Chair shall randomly select  
5 an agreed upon number of Board members who meet the budgeted amount for attending the national  
6 conference; however, a member who has attended the national conference the prior year shall not be  
7 eligible to attend unless no other members are ~~interested~~interested, and sufficient funds exist in the  
8 budget.

9 *Meals*

10 No ~~school board official-member~~ shall be entitled to reimbursement for food and/or beverage expenses  
11 incurred as part of a benefit or fundraising event or an event when the primary purpose is social.  
12

13 A Board member shall be reimbursed for meals consumed while on official travel pursuant to the rates  
14 established by administrative procedure and consistent with the rate of reimbursement for members of  
15 the professional staff. If a Board member's meal is included as part of the conference or seminar charge,  
16 the Board member cannot seek reimbursement for that meal.

17 ~~An official may be entitled to be reimbursed for expenses for meals while attending a function of an~~  
18 ~~organization to which MCS belongs (e.g. Tennessee School Board Association, etc.). An official may be~~  
19 ~~reimbursed for food and beverage expenses incurred while attending conferences, seminars, and official~~  
20 ~~meetings held during meal hours which do not take place more than fifty (50) miles from the city of~~  
21 ~~Murfreesboro. Meetings held more than fifty (50) miles from the city of Murfreesboro are covered by~~  
22 ~~the Travel Expenses and Reimbursements Administrative Directive AD FM13. An official may be~~  
23 reimbursed for expenses arising from meals with other ~~officials/Board members or school district~~MCS  
24 employees, if: (i) MCS business is the primary purpose of the meal, (ii) MCS business is conducted  
25 during the meal, and (iii) MCS business cannot conveniently be scheduled during non-meal hours. The  
26 rate of payment shall be the same as the rate for members of the professional staff.

27 *Entertainment*

28 ~~An official~~A Board member is not entitled to reimbursement of any expense incurred in entertaining  
29 another person.

30 *Resource Materials*

31 ~~An official~~A Board member may be entitled to reimbursement for the cost of acquiring a book, DVD,  
32 or other resource or research material if it relates to a matter within the ~~official's-Board member's~~ present  
33 jurisdiction on the Board or to the ~~official's-Board member's~~ general responsibilities as a member of the  
34 Board, provided (i) said resource material will be of benefit and interest to persons other than the one  
35 individual, (ii) the materials are placed in the permanent possession of the most relevant department  
36 head, and (iii) the purchase is within the budget.

37 *Approval of Board Member Expense Requests*

- 1 The Finance Director shall be responsible for review and approval of all Board Member expense
- 2 requests. The Finance Director shall review the request to ensure sufficient funds exist in the budget to
- 3 pay the request and that the request is otherwise in compliance with Board Policy. ~~Board member~~
- 4 ~~expenses shall be listed on the communications section of the agenda for information purposes only.~~

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Legal References

1. *Tennessee Internal School ~~Uniform Accounting~~  
Policy Funds Manual*, Section 5-18
2. [TCA 49-2-2001\(c\)](#)
- 2-3. [TCA 49-2-202\(d\)](#)

**Agenda Item Title:** Approval of changes to Board Policy 2.805 on first reading

**Board Meeting Date:** February 27, 2024

**Department:** Legal

**Presented by:** Lauren Bush

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

**Summary**

Board Policy 2.805 has been updated to define the responsibilities of the school district's Purchasing Agent.

**Staff Recommendation**

Approve changes to Board Policy 2.805 on first reading

**Fiscal Impact**

No fiscal impact

**Connection to MCS's Five-Year Strategic Plan**

- Known:** Every student will be *known* through whole-child programs and support.
- Safe:** Every student will be *safe* through equitable access to buildings, facilities, and infrastructure that meets their needs.
- Challenged:** Every student will be *challenged* by learning from highly effective educators and employees.
- Empowered:** Every student will be *empowered* through academic success

# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term:  <b>Purchasing</b>	Descriptor Code: <b>2.805</b>	Issued: <b>01/01/12</b>
		Rescinds: <b>FM 8</b>	Revised: <b>08/22/23</b>

## 1 *General*

2 The school system will purchase competitively and seek maximum educational value for every dollar  
3 expended. Authorization to purchase shall be provided by the Board. The Executive Committee or  
4 its/Designee, the Purchasing Agent, shall serve as purchasing agent for system wide purchasing is  
5 responsible for and has authority to purchase all equipment, services, and supplies for the exclusive use  
6 of the school system.<sup>1</sup> Principals shall serve as purchasing agents for individual schools.

7 Purchases made by anyone not authorized by the appropriate officials shall become the personal  
8 responsibility of the persons making the purchase agreement. The Board will not, under any  
9 circumstances, be responsible for payment for any materials, supplies, or services purchased by  
10 unauthorized individuals or in an un-prescribed manner.

11 No school shall be obligated to pay for any expenditure made by a student or a teacher or by any other  
12 employee unless he/she first receives a written purchase order from the proper office or unless prior  
13 written permission or arrangements are made with the principal.

14 The Board shall purchase locally whenever the conditions are comparable or when it is most practical  
15 under the circumstances.

## 16 *Individual Schools*

17 The Director of Schools/Designee must approve the following purchases:

- 18 1. A single piece of equipment costing more than five thousand dollars (\$5,000.00);
- 19 2. One that is to be attached to or one that requires alteration of the building; or
- 20 3. One that will become a permanent fixture.

## 21 *Central Office*

### 22 **ROUTINE PURCHASES**

23 Routine purchases shall include expenditures for supplies, salaries, and routine expenditures required  
24 for the operation of the school system. These expenditures shall be anticipated and provided for in the  
25 budget and will normally be authorized by the Board at the beginning of the fiscal year. The Director  
26 of Schools or their designee shall make all routine purchases without further Board authorization;



27 however, the Board shall be promptly informed if any substantial variation from budgeted estimates  
28 occurs or becomes necessary.

### 29 **SPECIAL PURCHASES**

30 Special purchases are those which are not routine, and which may or may not be specifically identified  
31 by line item in the budget. Examples of special purchases are all capital expenditures such as for vehicles,  
32 buildings, major contracts, purchases of major equipment, items for long-term use and supplies of an  
33 unusual quantity or nature. All purchases in this category shall require specific prior Board approval on  
34 an item-by-item basis. In its approval, the Board may place constraints on the Director of Schools  
35 requiring Board evaluation and/or approval at various steps in the procurement process. This will be  
36 determined by the Board on an individual basis depending on the nature of the procurement action.

### 37 **EMERGENCY PURCHASES**

38 Emergency purchases are those which are necessary to avert hazards which threaten health or safety, to  
39 protect property from damage or to avoid major disruption of educational activities. If within budgetary  
40 limits and deemed essential, emergency purchases may be made by the Director of Schools. However,  
41 if the purchase is of such significant magnitude as to impact on the integrity of the budget, the Board  
42 Chair shall call a special or emergency meeting of the Board to deal with the matter. In any event, the  
43 Board shall be advised promptly of all emergency purchases.

### 44 **PURCHASING OF SURPLUS PROPERTY**

45  
46 The Director of Schools and other employees designated by the Board shall be authorized to act for the  
47 Board in acquiring federal surplus property through the Tennessee General Services Department for  
48 surplus property and in entering into agreements, certifications and covenants of compliance concerning  
49 the use of federal surplus property.

50 Further, the Director of Schools is authorized to purchase any needed items through suppliers approved  
51 on the state bid list.

### 52 **COOPERATIVE PURCHASING**

53 The Board, at its option, will join in cooperative purchasing with other school systems to take advantage  
54 of lower prices for bulk purchasing and to reduce the cost involved in bidding whenever such buying  
55 appears to be to the benefit of the system.

### 56 **ONLINE PURCHASING FOR INDIVIDUAL SCHOOLS<sup>2</sup>**

57 The Board recognizes that online purchasing may provide opportunities for savings, but extra precaution  
58 should be used to ensure that accounting procedures are followed. Online purchasing shall be permitted  
59 with the following requirements:

- 60 1. Prior authorization must be obtained from the Director of Schools before setting up new online  
61 accounts, and schools shall maintain a list of accounts.

- 62 2. Online purchases must be for school purposes and made in accordance with established policies  
 63 and procedures. School employees are prohibited from making personal purchases even with  
 64 the intent of reimbursing the school system. School employees are prohibited from using a  
 65 school's tax-exempt status for personal purchases of any kind.<sup>3</sup>  
 66 3. The availability of money for the fund/account in question should be determined before  
 67 Purchase Orders are approved.  
 68 4. All Purchase Orders must be properly filled out and approved prior to a purchase.  
 69 5. Price quotes should be obtained where possible and/or practical and retained with other  
 70 purchase documentation.

#### 71 **PURCHASING WITH FEDERAL GRANT FUNDS<sup>4</sup>**

72 Before grant funds are obligated or expended, the Director of Schools or their designee shall review  
 73 the cost of a proposed expenditure and determine if it is an allowable use of federal grant funds.<sup>4</sup>

74 No person officially connected with or employed by the school system may participate in the selection,  
 75 award, or administration of a contract supported by a federal award if he or she has a real or apparent  
 76 conflict of interest. A real or apparent conflict of interest arises when the employee, officer, or agent,  
 77 any member of his or their immediate family, partner, or an organization which employs or is about to  
 78 employ any of the parties indicated herein, has a financial or other interest in or a tangible personal  
 79 benefit from a firm considered for a contract. Upon discovery of any potential conflict, the Director  
 80 shall disclose the potential conflict to the federal awarding agency in writing.<sup>5</sup>

#### 81 **PURCHASING REQUIRING COORDINATION WITH CITY OF MURFREESBORO**

82 Purchases requiring or involving contracted services for any of the following will require coordination  
 83 with the City of Murfreesboro Purchasing and Project Development departments and may require  
 84 additional approval by Murfreesboro City Council:

- 85 1. Construction or maintenance involving architecture, engineering, or landscape architecture;  
 86 2. Remodeling of existing buildings, facilities, or permanent fixtures;  
 87 3. Addition of buildings, facilities, or permanent fixtures;  
 88 4. Changing grading and/or drainage; or,  
 89 5. Land disturbances.

90 For the purposes of this policy, remodeling is defined as a change to an existing building or facility,  
 91 including, but not limited to, renovation, rehabilitation, reconstruction, historic restoration, changes or  
 92 rearrangement in the plan configuration of walls and full-height partitions. Remodeling does not  
 93 include routine maintenance, painting, or wallpapering, or changes to mechanical and/or electrical  
 94 systems so long as the changes do not affect the usability of the building or facility.

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#### Legal References

1. TCA 49-2-206(b)(3); TCA 6-36-115
2. *Tennessee Internal School [Uniform Accounting Procedure Funds Manual](#), Section 4-9, 4-12*

#### Cross Reference

- 5.601 Conflict of Interest

3. TCA 49-2-608(1)
4. 2 CFR 200.403
5. 2 CFR § 200.112

**Agenda Item Title:** Approval of changes to Board Policy 2.807 on first reading

**Board Meeting Date:** February 27, 2024

**Department:** Legal

**Presented by:** Lauren Bush

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

**Summary**

Changes to Board Policy 2.807 are recommended to define and clarify the process and procedures for purchase requisitions based on updated information provided by the *Tennessee Internal School Funds Manual*.

**Staff Recommendation**

Approve changes to Board Policy 2.807 on first reading

**Fiscal Impact**

No fiscal impact

**Connection to MCS's Five-Year Strategic Plan**

- Known:** Every student will be *known* through whole-child programs and support.
- Safe:** Every student will be *safe* through equitable access to buildings, facilities, and infrastructure that meets their needs.
- Challenged:** Every student will be *challenged* by learning from highly effective educators and employees.
- Empowered:** Every student will be *empowered* through academic success

# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term: <b>Requisitions</b>	Descriptor Code: <b>2.807</b>	Issued Date: <b>11/28/17 01/15/19; 01/28/20</b>
		Rescinds: <b>FM 8</b>	Issued:

1 *General<sup>L</sup>*

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2 A purchase requisition is a request by a designated individual to make a purchase. To initiate a  
3 purchase which does not require advertised bids, a prenumbered purchase requisition must be  
4 completed. The purchase requisition must include the date of request, the name of the individual  
5 requesting the purchase, the fund/account to be charged, the items/services to be purchased, and the  
6 amount of each item or service. The Director of Schools shall establish a procedure for processing and  
7 approving purchase requisitions. Murfreesboro City Schools will utilize an electronic accounting  
8 system for its requisition process. All approved requisitions will be submitted electronically to  
9 purchasing agent (Director of Schools or principal).

10

11 Purchases made which do not comply with the requisition procedures may, in certain circumstances,  
12 become the responsibility of the employee who made the improper purchase. A PO number is assigned  
13 after the approval process.

14 After processing, the original copy of the requisition will be filed in the appropriate purchasing office.

15

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Legal References

*Internal School Funds Manual,*  
Section 5-10

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Cross References

Purchase Orders 2.808

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**Agenda Item Title:** Approval of changes to Board Policy 4.203 on first reading

**Board Meeting Date:** February 27, 2024

**Department:** Legal

**Presented by:** Lauren Bush

**Board Agenda Category:**

Consent Agenda

Action Item

Reports and Information

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**Summary**

Changes to Board Policy 4.203 are recommended based on recent guidance from the Tennessee Department of Education addressing the attendance requirements for summer learning programs for rising fourth grade students participating in summer programs to be promoted to fourth grade.

**Staff Recommendation**

Approve changes to Board Policy 4.203 on first reading

**Fiscal Impact**

No fiscal impact

**Connection to MCS's Five-Year Strategic Plan**

- Known:** Every student will be *known* through whole-child programs and support.
- Safe:** Every student will be *safe* through equitable access to buildings, facilities, and infrastructure that meets their needs.
- Challenged:** Every student will be *challenged* by learning from highly effective educators and employees.
- Empowered:** Every student will be *empowered* through academic success

# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in August</b>	Descriptor Term: <b>Summer Instructional Programs</b>	Descriptor Code: <b>4.203</b>	Issued Date: <b>08/22/23</b>
		Rescinds:	Issued:

1 *General*

2 The following programs will be made available to students:<sup>1,2</sup>

- 3 1. Learning loss bridge camps;
- 4
- 5 2. After-school learning mini camps; and
- 6
- 7 3. Summer learning camps.

8 These programs shall be organized and operated in accordance with state law as well as guidelines  
9 provided by the Tennessee Department of Education. Funding for all programming shall be provided  
10 for in the annual budget and take into account any available grants.

11 **SUMMER PROGRAMMING<sup>2</sup>**

12 The Director of Schools shall present a recommended summer programming plan to the Board each  
13 year, no later than March 30th, outlining the following:

- 14 1. Courses offered;
- 15
- 16 2. Transportation;
- 17
- 18 3. Class size ratios;
- 19
- 20 4. Budget, including staff compensation;
- 21
- 22 5. School nutrition needs;
- 23
- 24 6. Staffing;
- 25
- 26 7. Enrollment criteria; and
- 27
- 28 8. Any additional necessary information.

29 **ATTENDANCE REQUIREMENTS<sup>2</sup>**

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



1 **THIRD GRADE PROMOTION/RETENTION LAW & MAKE UP DAYS**

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2 Students who are required to attend summer programming in order to be promoted to fourth grade shall  
 3 attend the summer program with a ninety percent (90%) attendance rate, to be calculated as ninety  
 4 percent (90%) of the operational program days during the summer program. The exact number of days  
 5 required to meet the ninety percent (90%) threshold will be communicated to families of participating  
 6 students during the registration process for the summer program on an annual basis.  
 7 Absences will require documentation from the parent/guardian detailing the reason for the student's  
 8 absence. Student attendance for the summer program will be maintained in the online program  
 9 provided by the Tennessee Department of Education. Make up days will be built within the summer  
 10 school calendar and options for make-up days will be provided during the summer program. All make-  
 11 up days must be completed by June 30th. Students who are required to attend summer programming in  
 12 order to be promoted to fourth grade shall attend with a ninety percent (90%) attendance rate. Students  
 13 shall attend eighteen (18) days out of the twenty (20) days required for summer school attendance. If  
 14 more days are missed, students may make up a total of 2 days. Missed days will be documented, and  
 15 options for make up days will be provided during the summer program.

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16  
 17 The Director of Schools/designee shall develop administrative procedures regarding the documentation  
 18 of student attendance including make up days and the administration of the post-test for students who  
 19 participate in summer programming. This attendance policy shall be communicated to families of  
 20 participating students during the registration process.

Legal References

1. TRR/MS 0520-01-03-.03(9); Public Acts of 2023, Chapter No. 144
2. TCA 49-6-1504
3. State Board of Education Policy 3.300

Cross References

Extended Contracts 5.112

**Agenda Item Title:** Strategic Plan Revision

**Board Meeting Date:** February 27, 2024

**Department:** Director of Schools

**Presented by:** Trey Duke

**Board Agenda Category:**

Consent Agenda

Action Item

Reports and Information

**Requires City Council Approval:** Yes  No

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### Summary

In March of 2022, the Board formally adopted the district's five-year strategic plan. During the past five months, district leadership has sought and received feedback from teachers, administrators, and parents regarding updates that need to be made to ensure the plan remains current and relevant. The proposed changes represent minor changes based on new state regulations and reporting as well as stakeholder feedback.

### Staff Recommendation

Approval of the recommended adjustments to the district's five-year plan as presented.

### Fiscal Impact

The five-year strategic plan will serve as a guide for creating budget priorities. However, there is no specific fiscal impact with the revision.

### Connection to MCS's Five-Year Strategic Plan

- Known:** Every student will be *known* through whole-child programs and support.
- Safe:** Every student will be *safe* through equitable access to buildings, facilities, and infrastructure that meets their needs.
- Challenged:** Every student will be *challenged* by learning from highly effective educators and employees.
- Empowered:** Every student will be *empowered* through academic success

**Mission:** To assure academic and personal success for each child

*Every student in Murfreesboro City Schools will be  
**Known, Safe, Challenged, and Empowered.***

Goal	Performance Objectives	Strategies
<p><b><u>Known</u></b></p> <p>Every student will be known through <b>whole-child programs and support.</b></p> <p><i>MCS will support the whole child by ensuring access to mental health staff, engaging in partnerships with high-quality providers, providing relevant classroom extension opportunities, supporting family involvement, and focusing on positive behavior supports.</i></p>	<ol style="list-style-type: none"> <li>1. Maintain a 1:500 ratio for school counselors in all buildings and decrease our ratio for school social workers district wide to 1:1,600, <b>and a combined ratio of 1:300 for social emotional support.</b></li> <li>2. Increase school coverage for mental health providers from 60% to 100% daily for coverage in all schools.</li> <li>3. Decrease the percentage of students who are chronically absent from 14.2 % to 9% by meeting yearly chronically absent AMOs.</li> <li>4. Provide extracurricular opportunities for students in STEAM, agriculture, performing arts, advanced academics, and athletics.</li> <li>5. <del>Relaunch and reposition choice school opportunities to meet changing expectations and needs of students and community.</del> <b>Increase awareness and programming for Bradley Arts Academy and Discovery School to increase choice school applications on the campuses.</b></li> <li>6. Increase the percentage of parents who indicate they are encouraged to be involved in school activities from 80% to 90% <b>on the TN parent climate survey.</b></li> <li>7. Increase the percentage of parents who indicate they receive information from the school about how to help their child to from 85% to 90% <b>on the TN parent climate survey.</b></li> <li>8. <del>Expand Book Bus route by 20% (including Mobile Family Resource Center routes)</del> <b>Increase district-wide family engagement sessions to ensure a variety of learning</b></li> </ol>	<ul style="list-style-type: none"> <li>• Ensure the annual budget includes funding for growth of mental health supports.</li> <li>• Maintain and increase partnerships with third-party mental health providers for in-school counseling.</li> <li>• Provide resources, materials, activities, and training to promote healthy lifestyles for students and families in response to our health screening data.</li> <li>• <b>Maintain a licensed health care professional at each school to address chronic medical needs.</b></li> <li>• Identify, implement, and support a variety of extracurricular programs to ensure all students have opportunities for engagement based on their interest.</li> <li>• Create <del>formal</del> partnership agreements to identify and connect students and families with resources and supports in our community.</li> <li>• Create a Mobile Family Resource Center to offer <del>monthly</del> trainings to families in a variety of settings across our community.</li> <li>• <del>Continue TN-MTSS implementation to ensure all schools maintain school level distinctions.</del></li> <li>• Implement annual bullying awareness programs to appropriately define the behavior and prevent incidents</li> </ul>

	<p><b>opportunities for families on a quarterly basis including mobile opportunities.</b></p> <p>9. Decrease the percentage of students experiencing Out of School Suspension (OSS) annually based on 2021-2022 baseline year data using the state’s AMO reduction target formula.</p> <p>10. Increase the percentage of MCS schools recognized as TN STEM designated schools to 100% <b>(not new – moved from Empowered)</b></p>	
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Goal	Performance Objectives	Strategies
<p><b><u>Safe</u></b></p> <p>Every student will be <b>safe</b> through equitable access to <b>buildings, facilities, and infrastructure</b> that meet their needs.</p> <p><i>MCS will ensure operational excellence and prioritize safety, technology, resource allocation, and facilities to meet the needs of our growing community.</i></p>	<ol style="list-style-type: none"> <li>1. Ensure school facilities remain between 80% and 100% capacity. No buildings will operate at over 110% capacity for multiple years.</li> <li>2. Fully implement the district’s five-year capital improvement plan to maintain facilities with annual updates to reprioritize needs.</li> <li>3. Maintain 1:1 devices in 2<sup>nd</sup> – 6<sup>th</sup> grades and 2:1 devices in kindergarten - 1<sup>st</sup> grades through budget planning and/or grants.</li> <li>4. Update cabling and switches in 10 schools over a 4-year period beginning 2022-23</li> <li>5. Maintain a security software agreement which allows for 20% growth over the next five years to ensure complete coverage.</li> <li>6. Secure a new transportation facility to meet the needs of our growing population and ensure we maintain an adequate number of buses and equipment (radios, routing system, etc.) to meet our daily rider averages.</li> <li>7. <b>Utilize TDOE district security assessment reports to enhance all schools' security levels to meet all priority standard recommendations where infrastructure allows. Ensure TDOE district security assessment reports 100% of all</b></li> </ol>	<ul style="list-style-type: none"> <li>• <del>Create a rezoning plan that will account for expected growth over the next three years.</del></li> <li>• Work with city planning to project areas of growth and impact on schools <b>and develop rezoning plans as needed.</b></li> <li>• Develop a timeline for projects on the capital improvement plan for each year detailing a start date and projected completion date.</li> <li>• <del>Implement the 3-5 year device replacement plan providing for the replacement of approximately 3000 student devices per year beginning 2023-24</del></li> <li>• Plan for and maximize eRate funds.</li> <li>• Work with the city government to identify land or an existing structure that will accommodate the bus fleet and employee workspace with room for projected growth.</li> <li>• Coordinate yearly safety assessments in collaboration with District Safety Coordinator and school administration.</li> <li>• <del>Utilize the safe schools grant to address needs identified in the safety assessments.</del></li> <li>• Coordinate with Human Resource and Finance departments to maintain position control and staffing criteria to monitor labor costs.</li> </ul>

	<p><del>schools meet security.</del></p> <ol style="list-style-type: none"> <li>8. Maintain MOU with MPD regarding full time SROs in all buildings.</li> <li>9. Maintain labor costs so that they do not exceed 88% of the total general-purpose budget.</li> <li>10. Maintain a minimum of <b>10% 7%</b> unassigned fund balance per financial audit</li> </ol>	<ul style="list-style-type: none"> <li>• Obtain approved budgets for legal authorization to spend.</li> <li>• Maintain budget integrity with ongoing fiscal monitoring.</li> <li>• Create and provide public-facing budget documents.</li> <li>• Ensure compliance with yearly audit requirements.</li> <li>• Ensure fund balances and reserves are accurately stated.</li> <li>• Safeguard district assets by implementing sound internal controls</li> </ul>
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Goal	Performance Objectives	Strategies
<p><b><u>Challenged</u></b></p> <p>Every student will be <b>challenged</b> by learning from <b>highly effective educators and employees</b>.</p> <p><i>MCS will recruit, retain, and train highly qualified and culturally competent educators and employees to ensure MCS is the place where talented individuals choose to work.</i></p>	<ol style="list-style-type: none"> <li>1. Partner with at least four educator preparation providers, one of which will be an HBCU, to place teaching candidates/interns in MCS classrooms.</li> <li>2. Attend at least three university job fairs annually with at least one being at an HBCU.</li> <li>3. Increase the percentage of minority certified staff annually to ensure our faculty demographics more closely match our student population.</li> <li>4. Retain 93% of highly effective educators as measured by LOE scores of 4 or 5.</li> <li>5. Ensure 80% of employee exit surveys indicate that employees would work for MCS again if the opportunity presented itself.</li> <li>6. Adjust and maintain salary scale for certified and classified positions to ensure MCS offers competitive pay at all pay steps.</li> <li>7. Ensure 90% of educator responses to the Tennessee Educator Survey indicate that the professional learning they have received has led to improvements in their teaching.</li> <li>8. Ensure 90% of educator responses to the Tennessee</li> </ol>	<ul style="list-style-type: none"> <li>• Maintain and create new formal partnerships with universities for student teaching placement.</li> <li>• Extend job-embedded programs to fill hard-to-staff positions <b>and support programs that assist classified staff in obtaining their teaching certificates.</b></li> <li>• Host annual on-site job fairs for certified and classified employees</li> <li>• Annually evaluate and plan for incentives for hard-to-staff positions, including retention incentives</li> <li>• Offer multiple leadership development and feedback programs (School-based meetings, Teacher Advisory Council, feedback sessions, etc.)</li> <li>• Annually evaluate salary comparisons with neighboring districts</li> <li>• Ensure all new teachers (years 1-3) receive ongoing mentorship.</li> <li>• Maintain and support the work of the Diversity Task Force</li> <li>• Include topics of cultural competency and appreciation of diversity in our required annual trainings</li> </ul>

	<p>Educator Survey indicate favorable ratings in perceptions of school leadership.</p> <p>9. Provide a minimum of one leadership training program annually (Teacher Advisory Council, Administrator Academy, Teacher Leadership Academy)</p> <p>10. Ensure all department supervisors update transition plans annually</p>	<ul style="list-style-type: none"> <li>• Seek out and provide ongoing professional development opportunities for educators and employees</li> </ul>
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Goal	Performance Objectives	Strategies
<p><b><u>Empowered</u></b></p> <p>Every student will be <b>empowered</b> through <b>academic success</b>.</p> <p><i>MCS will ensure all students, especially those who have been historically underserved, grow and achieve high levels in all content areas.</i></p>	<ol style="list-style-type: none"> <li>1. Meet or exceed the <b>AMOs-school specific achievement targets (based on AMO formula)</b> for all students and in each subgroup on state-assessed subjects annually.</li> <li>2. Maintain TVAAS scores of a minimum of 3 (at expectations) or higher in ELA and math.</li> <li>3. Reduce the percentage of students scoring below the 25th percentile on the 1<sup>st</sup> grade universal reading screener by 50%, from 50.6% in 2021 to 25.3%</li> <li>4. Increase the percentage of students scoring on-track or mastered on the TNReady ELA assessment from 34% in 2021 to 66%</li> <li>5. Increase the percentage of students scoring on-track or mastered on the TNReady math assessment from 40% in 2021 to 75%</li> <li>6. Increase the percentage of students scoring on-track or mastered on the TNReady science assessment from 39.4% in 2021 to 65%</li> <li>7. Decrease the percentage of all students and students in each subgroup scoring at the below level on state-assessed subjects annually.</li> <li>8. Increase the identification of</li> </ol>	<ul style="list-style-type: none"> <li>• Ensure all students have access to high quality instructional materials in each subject area. Implement and use our adopted instructional materials with integrity and as intended.</li> <li>• Offer ongoing, effective professional development that is coherent, curriculum-based, and responsive to data-based instructional needs.</li> <li>• Ensure every pre-K - 2<sup>nd</sup> grade teacher and interventionist completes the early literacy Sounds First training and implements the sounds first approach during skills instruction.</li> <li>• <b>Provide a 3<sup>rd</sup> – 6<sup>th</sup> grade Literacy Institute annually.</b></li> <li>• Ensure every interventionist implements and uses the intervention curriculum with fidelity.</li> <li>• Provide tools that support curricular ease-of-use, such as curriculum maps and scope-and-sequence documents.</li> <li>• Support teachers in implementing the NCTM Mathematics Teaching</li> </ul>

	<p>minority gifted students from 34.5% in 2021 to 42% of our total gifted population so that it more closely mirrors our demographics (1.5% per year)</p> <p>9. <b>SWD will remain in Tier 1 (or LRE) setting 80% of their school day as measured by the APR indicators. 80% of students scoring in the early on or below grade level range will improve their placement from the fall to spring i-Ready benchmark annually in both math and ELA.</b></p> <p>10. <b>Meet or exceed the federal AMO for ELP assessment each school year.</b></p>	<p>Practices in classroom instruction.</p> <ul style="list-style-type: none"> <li>● Support STEM designated schools with leadership network meetings</li> <li>● Implement a district-wide science benchmark to inform instruction.</li> <li>● Partner with higher education institutions to engage in research for improvement in student outcomes.</li> </ul>
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DRAFT

**Agenda Item Title:** 2024-2025 Transportation Program

**Board Meeting Date:** February 27, 2024

**Department:** Operations

**Presented by:** Trey Duke

**Board Agenda Category:**

Consent Agenda

Action Item

Reports and Information

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### Summary

State statute requires school districts to maintain a transportation program providing for the safe transportation of students to and from school facilities and outlining the requirements for school bus ridership. The 2024-2025 Transportation Program will be included in the annual Parent Handbook and will be posted on the website. This document clearly outlines the establishment of routing, transportation procedures, and processes for filing safety complaints.

### Staff Recommendation

Approve the 2024-2025 Transportation Program

### Fiscal Impact

No fiscal impact

### Connection to MCS's Five-Year Strategic Plan

- Known:** Every student will be *known* through whole-child programs and support.
- Safe:** Every student will be *safe* through equitable access to buildings, facilities, and infrastructure that meets their needs.
- Challenged:** Every student will be *challenged* by learning from highly effective educators and employees.
- Empowered:** Every student will be *empowered* through academic success





# 2024-2025 TRANSPORTATION PROGRAM

MCS is committed to providing safe and efficient transportation for our students.

## Bus Stops

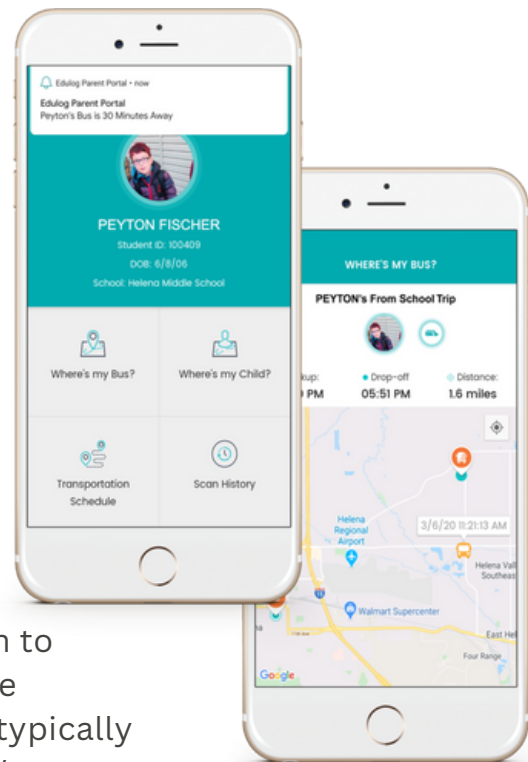
All students who attend their school of zone, and who live more than 1 mile from school, are eligible for school bus transportation.


Bus stops will be based on the child's residential address used for school enrollment. To the extent possible, bus stops for densely populated residential areas or neighborhoods will be organized by bus stop hubs within approximately 3/10th of a mile from each bus rider's home. Exceptions may be made for certain areas where unsafe walking conditions exist. **If you are concerned with your child's bus stop location and would like the bus stop to be reassessed for safety reasons, please call 615-898-7126.**

Students must always board and depart the bus at their assigned stop. Students are expected to be at the bus stop 10 minutes prior to the scheduled pick-up time each morning. Pick-up and drop-off times are approximate and can vary depending on factors such as weather and traffic. Parents can download EduLog's *Parent Portal Lite App*, which will notify parents of changes to the bus schedule. Additional instructions on downloading the app can be found online.

## Changes to Bus Stops

Bus stops may not be changed without written permission from the parent, which must be given to office personnel before 10:00 a.m. the day of the change. If the request is for a child who doesn't typically ride the bus, the parent must complete a *Special Request for Transportation* form, which is located in the school's office.





# TRANSPORTATION INFORMATION

## Parent Responsibility Zones

Under state statute, the school district is required to provide transportation for children who live more than 1 ½ miles from school. While the district understands that school-provided transportation is an important service for many of our families, MCS establishes parent responsibility zones immediately around each school within the minimum distance provided by state law in an effort to address ongoing transportation challenges.

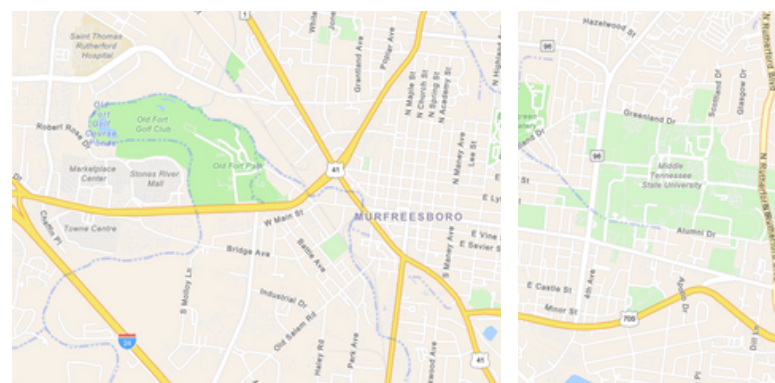
Students living within 1 mile of the school, measured by the shortest route available, are considered as living within a “parent responsibility zone” and are not eligible for district-provided transportation. Exceptions may apply and will be decided on a case-by-case basis by the Transportation Supervisor.

## Requesting Transportation Services

If you would like to request transportation services for your general education student, please sign up by calling your child’s school or by indicating the need for transportation services on the annual registration application. After registering for transportation services, please review code of conduct expectations and safety information with your child.

Please note, if you register your child for transportation services, but your child does not ride the bus for more than 10 consecutive school days, the Transportation Department may remove your child’s assigned bus stop from the registered route if the bus stop is not being used by other students and the Transportation Department does not receive additional information from you. This ensures that all bus routes are operated efficiently. Bus transportation may resume if you contact the Transportation Department and communicate that you need bus transportation to continue at your assigned route.

The primary goal of the Transportation Department to route school buses efficiently and safely.



# BUS EXPECTATIONS & CODE OF CONDUCT

The school bus is an extension of the school day and students are subject to the Murfreesboro City Schools Code of Conduct. In addition to the Code of Conduct, the following rules shall apply to bus riders:

1. Students will wait at their assigned bus stop, in an orderly manner.
2. Students will cross the roadway in front of the bus after the bus has stopped, the students have looked at the bus driver for a hand signal, and the students have looked both directions for oncoming traffic.
3. Students will enter and exit the bus in an orderly manner, using the handrail.
4. Students will be assigned a seat and will go directly to the seat after entering the bus.
5. Students will remain properly seated, back against the back of the seat, bottom against the bottom of the seat, and keep hands to themselves.
6. Eating, drinking, or chewing gum is prohibited, unless an exception applies.
7. Use of perfumes, hairspray, fingernail polish, or other harsh chemicals is prohibited.
8. Students may only carry objects that can be held in their laps.
9. Students will be silent in school zones, in school parking lots, or at railroad crossings.
10. Students must keep hands, head, arms, and objects within the school bus.
11. Students will stay seated until the bus has come to a complete stop at their assigned bus stop.
12. Students are allowed to use electronic devices but shall be prohibited from using such device during the operation of the school bus in a manner that interferes with the communication equipment or the bus driver's operation of the school bus. The bus driver may allow wearing of headphones with an audio system on a case-by-case basis as long as it is in accord with the local school rules.

## Items/Belongings on the School Bus

The bus driver or bus aide may limit items brought onto the school bus if the item will interfere with the safe operation of the bus. This includes limiting toys, breakable items, flower arrangements, balloons, animals, etc. The student's parent will be responsible for transporting the item from the school.

Items that become distracting or pose a risk of harm may be confiscated and will be submitted to the student's school administrator or front office to be picked up by the student's parent. Please note, MCS, nor its employees, assume responsibility or liability for the loss or damage to a student's personal items/electronic devices if confiscated pursuant to this Code of Conduct.

## Addressing Bus Misconduct

Minor misconduct will be addressed with the student by the driver or bus aide. If misbehavior continues, the student will be referred to the school principal. The principal will issue appropriate discipline. Parents are financially responsible for any vandalism or damage to a school bus caused by their student.



## **Bus Drop-Off Procedures for Children in Pre-K or Kindergarten or Students Receiving Special Education Transportation as a Service**

Children in grades Pre-K through Kindergarten are required to have a parent/guardian or an adult on the child's pick-up list at the afternoon bus stop drop off.

Children provided transportation as a special education service through an IEP or 504 plan will also be required to have a parent/guardian or an adult on the child's pick-up list at the afternoon bus stop drop off.

If a parent/guardian or adult is not present at the school bus stop, the bus driver will return the child to their school of zone for pick up.

**Bus drivers will require that parents or other adults identify themselves at drop off by photo identification from the beginning of school until Labor Day.** However, parents and adults at bus stops must be prepared to present photo identification at any time during the school year as drivers may alternate routes and substitute drivers may be used. Repeated failure to be present at bus drop off may result in denial of bus service.

### **Bus Safety Complaints**

Bus safety complaints may be submitted to the Transportation Supervisor through any of the below methods:



**Via e-mail at [brian.rome@cityschools.net](mailto:brian.rome@cityschools.net)**



**Via phone by calling 615-898-7126**



**Online at [cityschools.net/departments/transportation](http://cityschools.net/departments/transportation)**



**Agenda Item Title:** Consolidated Funding Application Title I

**Board Meeting Date:** February 27, 2024

**Department:** Finance & Federal programs

**Presented by:** Dr. Trey Duke

**Board Agenda Category:**

Consent Agenda

Action Item

Reports and Information

**Requires City Council Approval:** Yes  No

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### Summary

The Federal Program and Finance departments are seeking approval for a budget amendment to Consolidated Funding Application Title I funding source. The amendment request will move funding from Title I Instructional Supplies and Materials to the salary line by \$12,700.00 and \$190.00 to the Medicare line. This amendment is necessary to fund the salary and benefits for an interim teacher while the teacher of record is on leave.

### Staff Recommendation

Recommend approval of the budget amendment from Instructional supplies and materials to the salary line and benefits line item for Consolidated Funding Application Title 1 funding source for FY 23-24.

### Fiscal Impact

The amendment amount is \$12,890 for the FY 23-24 school year.

### Connection to MCS's Five-Year Strategic Plan

- Known:** Every student will be *known* through whole-child programs and support.
- Safe:** Every student will be *safe* through equitable access to buildings, facilities, and infrastructure that meets their needs.
- Challenged:** Every student will be *challenged* by learning from highly effective educators and employees.
- Empowered:** Every student will be *empowered* through academic success

# Murfreesboro

City Schools

## INTER-FUND BUDGET TRANSFER/AMENDMENT REQUEST

Budget Fiscal Year FY24 Federal Funds Consolidated Funding Application (Title I) Revision 2  
 BOE Meeting Date 27-Feb-24

Account	Description	Increase	Decrease
<b>Consolidated Funding Application Title I</b>			
142 E 71100 116	Teachers	12,700	
142 E 71100 212	Medicare	190	
142 E 71100 429	Instructional Supplies and Materials		12,890
<b>Total</b>		<u>\$ 12,890</u>	<u>\$ 12,890</u>

Explanation: This amendment request will move funding from Instructional supplies and materials to the salary and medicare line to fund the salary and benefits for an interim teacher.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The budget revision is reasonable, necessary and allowable.

*Daryl Gray* 2/22/24  
 Reviewed by Finance Director/Finance Manager Date

Approved	<input checked="" type="checkbox"/>	<u><i>Bobby W. Dulle III</i></u>	<u>2-22-24</u>
Declined	<input type="checkbox"/>	Director of Schools	Date

**COMPARISON OF BUDGET TOTALS**  
**July 1, 2023 Through January 31, 2024**

<b>TOTAL INCOME</b>	<b>7/1/23 - 01/31/24</b>	<b>\$</b>	<b>53,245,319</b>
<b>TOTAL EXPENSES</b>	<b>7/1/23 - 01/31/24</b>		<b>52,561,532</b>
			<hr/>
	<b>NET INCOME</b>	<b>01/31/24</b>	<b>\$</b>
			<b>683,787</b>
			<hr/> <hr/>

**YEAR-TO-DATE REVENUE COMPARISON**

	BUDGET CLASS.	2022-23 BUDGET	2022-23 YTD REV.	2022-23 OVR/(UNDR) BUDGET	2022-23 % Received	2023-24 BUDGET	2023-24 YTD REV.	2023-24 OVR/(UNDR) BUDGET	2023-24 % Received
1	40110-Current Prop. Tax	15,000,000	7,791,741	(7,208,259)	51.9%	15,000,000	2,811,564	(12,188,436)	18.7%
2	40210-Local Option Sales Tax	14,300,000	7,174,401	(7,125,599)	50.2%	14,300,000	7,139,918	(7,160,082)	49.9%
3	40000-41110-Other County Rev	1,761,800	930,465	(831,335)	52.8%	1,761,800	785,961	(975,839)	44.6%
4	43300-44000-Other Local Revenue (Interest, Tuition)	950,926	395,711	(555,215)	41.6%	977,926	597,810	(380,116)	61.1%
	<i>SUBTOTAL LOCAL REVENUE</i>	\$ 32,012,726	\$ 16,292,318	\$ (15,720,408)		\$ 32,039,726	\$ 11,335,252	\$ (20,704,474)	
5	46310-Project Diabetes Grant	142,600	-	(142,600)	0.0%	93,900	120	(93,780)	0.1%
6	46510-TISA	52,851,000	31,803,600	(21,047,400)	60.2%	59,399,465	36,414,178	(22,985,287)	61.3%
7	46515-Early Childhood Ed. (VPK Grant)	1,063,812	431,882	(631,930)	40.6%	1,326,895	514,860	(812,035)	38.8%
8	46590-Other State Education (Summer Learning Grant)	1,521,737	-	(1,521,737)	0.0%	-	-	-	N/A
9	46610-Career Ladder Program	82,000	40,308	(41,692)	49.2%	56,000	36,640	(19,360)	65.4%
10	46591-Coordinated School Health (ended FY23)	100,000	50,445	(49,555)	50.4%	-	-	-	N/A
11	46595-Family Resource (ended FY23)	29,600	14,806	(14,794)	50.0%	-	-	-	N/A
12	46800-46990-Safe Schools Grant (ends 12/31/23)	302,513	13,388	(289,125)	4.4%	523,542	163,017	(360,525)	31.1%
	<i>SUBTOTAL STATE REVENUES</i>	\$ 56,093,262	\$ 32,354,429	\$ (23,738,833)		\$ 61,399,802	\$ 37,128,815	\$ (24,270,987)	
13	47000- Federal Funds	516,921	18,336	(498,585)	3.5%	24,000	-	(24,000)	0.0%
	<i>SUBTOTAL FEDERAL REVENUES</i>	\$ 516,921	\$ 18,336	\$ (498,585)		\$ 24,000	\$ -	\$ (24,000)	
14	49100-49800 Insurance Recovery/Indirect Costs	455,000	-	(455,000)	0.0%	460,000	25,224	(434,776)	5.5%
15	49810-City of Murfreesboro Allocation	7,885,103	4,599,643	(3,285,460)	58.3%	7,885,103	4,599,643	(3,285,460)	58.3%
16	49820-City TN All Corp Grant	500,000	86,430	(413,570)	17.3%	165,435	165,435	(0)	100.0%
	<i>SUBTOTAL OPERATING TRANSFERS</i>	\$ 8,840,103	\$ 4,686,074	\$ (4,154,029)		\$ 8,510,538	\$ 4,790,302	\$ (3,720,236)	
	<b>TOTAL REVENUES</b>	<b>\$ 97,463,012</b>	<b>\$ 53,351,157</b>	<b>\$ (44,111,855)</b>	<b>54.7%</b>	<b>\$ 101,974,066</b>	<b>\$ 53,254,370</b>	<b>\$ (48,719,696)</b>	<b>52.2%</b>



YEAR-TO-DATE EXPENDITURE COMPARISON

JANUARY 2024

PAGE 1

	BUDGET CLASS.	2022-23 BUDGET	2022-23 YTD EXP.	2022-23 OVR/(UNDR) BUDGET	2022-23 %	2023-24 BUDGET	2023-24 YTD EXP.	2023-24 OVR/(UNDR) BUDGET	2023-24 %
1	71100-Reg. Instruction	54,131,308	26,145,246	(27,986,062)	48.3%	55,662,509	\$ 27,772,831	(27,889,678)	49.9%
2	71200-Sp. Ed. Instruction	11,069,380	5,261,665	(5,807,715)	47.5%	12,427,983	5,933,131	(6,494,852)	47.7%
3	71400-Student Body Ed.	-	-	-	N/A	-	-	-	N/A
4	72110-Attendance	182,175	92,583	(89,592)	50.8%	160,965	88,363	(72,602)	54.9%
5	72120-Health Services	618,920	218,114	(400,806)	35.2%	1,072,249	443,434	(628,815)	41.4%
6	72130-Guidance	3,310,196	1,497,369	(1,812,827)	45.2%	3,623,785	1,833,051	(1,790,734)	50.6%
7	72210-Reg. Instr. Support	2,391,127	1,252,007	(1,139,120)	52.4%	2,493,762	1,288,571	(1,205,191)	51.7%
8	72220-Sp. Ed. Support	1,826,392	864,199	(962,193)	47.3%	2,001,350	911,307	(1,090,043)	45.5%
9	72250-Technology	2,464,180	1,499,623	(964,557)	60.9%	2,674,265	1,500,656	(1,173,609)	56.1%
10	72310-Bd. Of Education	1,751,350	947,191	(804,159)	54.1%	1,852,181	1,100,047	(752,134)	59.4%
11	72320-Office of Supt.	423,750	218,952	(204,798)	51.7%	438,963	223,467	(215,496)	50.9%
12	72410-Office of Principal	5,217,780	2,717,889	(2,499,891)	52.1%	5,628,525	2,996,638	(2,631,887)	53.2%
13	72510-Fiscal Services	754,345	430,350	(323,995)	57.0%	886,045	520,626	(365,419)	58.8%
14	72520-Personnel Services	505,320	266,793	(238,527)	52.8%	594,415	345,322	(249,093)	58.1%
15	72610-Oper. Of Plant	6,691,130	3,376,876	(3,314,254)	50.5%	6,371,800	3,039,581	(3,332,219)	47.7%
16	72620-Maint. Of Plant	3,092,033	1,240,158	(1,851,875)	40.1%	3,953,183	1,514,463	(2,438,720)	38.3%
17	72710-Pupil Transp.	4,092,271	1,849,967	(2,242,304)	45.2%	4,221,565	1,995,409	(2,226,156)	47.3%
18	73300-Community Service	444,655	238,977	(205,678)	53.7%	522,655	287,940	(234,715)	55.1%
19	73400-Early Childhood Educ.	1,166,640	523,947	(642,693)	44.9%	1,079,995	519,722	(560,273)	48.1%
20	76100-Reg. Cap. Outlay	130,000	46,730	(83,270)	35.9%	171,872	138,114	(33,758)	80.4%
21	82130-Education Debt Serv.	-	-	-	N/A	-	-	-	N/A
22	99100-Operating Transfers	776,800	165,527	(611,273)	21.3%	217,610	108,857	(108,753)	50.0%
	<b>TOTALS</b>	<b>101,039,752</b>	<b>48,854,163</b>	<b>\$ (52,185,589)</b>	<b>48.4%</b>	<b>106,055,677</b>	<b>52,561,532</b>	<b>\$ (53,494,145)</b>	<b>49.6%</b>

## Human Resources Personnel Report 12/06/2023 - 02/20/2024

### Certified Hires

<u>Last Name</u>	<u>First Name</u>	<u>Start Date</u>	<u>Location</u>	<u>Position</u>
Roman	Christina	12/11/2023	HG	ESL Teacher
Pitts	Aaron	12/18/2023	MNS	PE Teacher
Hines	Emily	12/18/2023	CLA	1st Grade Teacher
Robinson	Amanda	1/4/2024	RR	Media Specialist
Sanderson	Audrey	1/4/2024	OCE	Kindergarten Teacher
Williams	Gina	1/4/2024	CLA	SPED Teacher
Stevens	Jacquelyn	1/4/2024	RR	Kindergarten Teacher
Levine	Diana	1/29/2024	BF/DS	ESL Teacher
Hamilton	Brandon	2/5/2024	SA	SPED Teacher
Pleitez	Natalie	2/5/2024	SC	ESL Teacher
Armstrong	Hanna Cate	2/5/2024	CLA	2nd Grade Teacher
Neal	Lisa	2/7/2024	JP	SPED Pre-K Teacher
Batey	Jordan	2/14/2024	MNS	5th Grade Teacher
Gibson	Shannon	2/20/2024	RR	Kindergarten Teacher

### Certified Interims

<u>Last Name</u>	<u>First Name</u>	<u>Interim Dates</u>	<u>Location</u>	<u>Position</u>	<u>Replacing/For</u>
Smith	Julia M	1/4 - 5/8	SA	Interim 5th Grade	Mathavong
Hinds	Judi	1/4 - 5/6	OCE	Interim 5th Grade	Hodges
Hughes	Elizabeth	1/16 - 5/24	SA	Interim Media Specialist	Hopkins
Sharp	Sheila	2/9 - 3/22	MNS	Interim Interventionist	Kee
Lemond	Vaughn	2/16 - 5/20	BF	Interim Music Teacher	Swanson
Pierson	Dawn	2/14 - TBD	NF	Interim 6th Grade	Covington

### Classified New Hires

<u>Last Name</u>	<u>First Name</u>	<u>Start Date</u>	<u>Location</u>	<u>Position</u>	
Rodriguez	Nancy	12/11/2023	SHOP	Bus Asst	PT to FT
Khalifa	Hanan	12/12/2023	OCE	SPED EA	
Young	Mark	12/14/2023	SHOP	Groundskeeper	
Matteson	Dierdri	12/18/2023	DS	Calm Coach EA	
Owens	Daniel	1/4/2024	CO	Director of Finance	
Owens	Kimberly	1/4/2024	JP	Bookkeeper	
McLain	Sara	1/4/2024	SC	SPED EA	sub to EA
Howard	Rachel	1/4/2024	SA	EA	
Ward-Scott	De'Neice	1/8/2024	SHOP	Bus Driver	
Whitney	Willie	1/8/2024	SHOP	Bus Asst	
Wright	James	1/8/2024	SHOP	Bus Driver	
Argueta	Jose	1/11/2024	SHOP	Bus Asst	PT to FT
Crawford	Lori	1/16/2024	OCE	EA	MDA to EA
Borden	Tyler	1/23/2024	SHOP	Groundskeeper	
Sudbury	Kaylan	1/24/2024	NF	SPED EA	sub to EA
Frazier	Sharieka	1/24/2024	NF	SPED EA	
Simmons	Edwina	1/24/2024	RR	EA	MDA to EA
Maples	Carmen	1/25/2024	CO	Student Transition Liaison	
Snyder	Shelby	1/25/2024	CO	SPED Vision EA	
Bibbs	Deontaye	1/26/2024	MNS	BEST EA	sub to EA
Barbour	Jason	1/26/2024	SC	EA	sub to EA
Raye	Hailey	2/6/2024	CO	HR Assistant	
Wilson	David	2/20/2024	BF	SPED EA	sub to EA

### **Certified Resignations/Retirements/Terminations**

<u>Last Name</u>	<u>First Name</u>	<u>Last Day</u>	<u>Location</u>	<u>Position</u>	<u>Tenure Y/N</u>
Berry	Hollie	12/8/2023	OCE	Teacher	N
Yonge	Karen	12/19/2023	CLA	Teacher	N
Alvarez	Brandy	12/20/2023	NF/JP	School Counselor	N
VanParys	Lindsey	12/20/2023	JP	SPED PK Teacher	N
Hamilton	Jackie	12/20/2023	OCE	SPED Teacher	Y
Brasier	Sarah	12/20/2023	OCE	Teacher	Y
McCrary	Danielle	12/20/2023	BF	Teacher	N
Carozza	Nicholas	12/20/2023	CLA	Teacher	N
Hadley	Diana	12/20/2023	SC	Teacher	Y
Watts	Nakita	12/20/2023	JP	Teacher	Y
Jones	Mary Hannah	2/12/2024	RR	Teacher	N

### **Classified Resignations/Retirements/Terminations**

<u>Last Name</u>	<u>First Name</u>	<u>Last Day</u>	<u>Location</u>	<u>Position</u>
Beasley	Casey	12/20/2023	JP	Bookkeeper
Millener	Shaday	12/8/2023	SHOP	Bus Asst
Mitchell	Linda	12/14/2023	SHOP	Bus Asst
Smith	Brandon	12/20/2023	SHOP	Bus Asst
Versace	Stefani	12/12/2023	SHOP	Bus Driver
Reasonover	Jennifer	12/20/2023	SA	EA
Khoury	Karmen	1/12/2024	OCE	EA
Melliere	Stephanie	1/12/2024	SC	EA
Goins	Shelby	1/19/2024	CLA	EA
Claybrook	Jaeqania	1/23/2024	RR	EA
Hamilton	Elizabeth	2/9/2024	MNS	EA
Waskley	Jessica	12/29/2023	CO	ESP Account Manager
Deffendall	Katlin	2/8/2024	BF	ESP Site Director
Hall	Robin	12/9/2023	CO	Payroll
Sheppard	Tiffany	12/20/2023	SC	SPED EA
Pickel	Claire	1/5/2024	NF	SPED EA
Logan	Nikeesha	2/2/2024	ESE	SPED EA
Patton	Dashonea	2/8/2024	BF	SPED EA
Langford	Kylie	2/12/2024	ESE	SPED EA
Williams	Nanouka	2/15/2024	BF	SPED EA
Tapia	Marisela	1/8/2024	BR	Outreach Liaison
Williams	Kimberly	1/25/2024	CO	Director of Finance

# Period 5 Enrollment and Attendance Summary

12/15/23 - 2/06/24

## Average Attendance Percentage

**93.9%**

0.6% from previous period

## Enrollment

**9,446 students**

+38 students from previous period

## Truancy

*10+ Days Unexcused Absences*

**75 Students**

+74 students from previous period

-60 students from previous year at this same time

## Chronic Absenteeism

*10+ Days Excused and Unexcused Absences*

**12% (1,109 students with 10+ Days)**

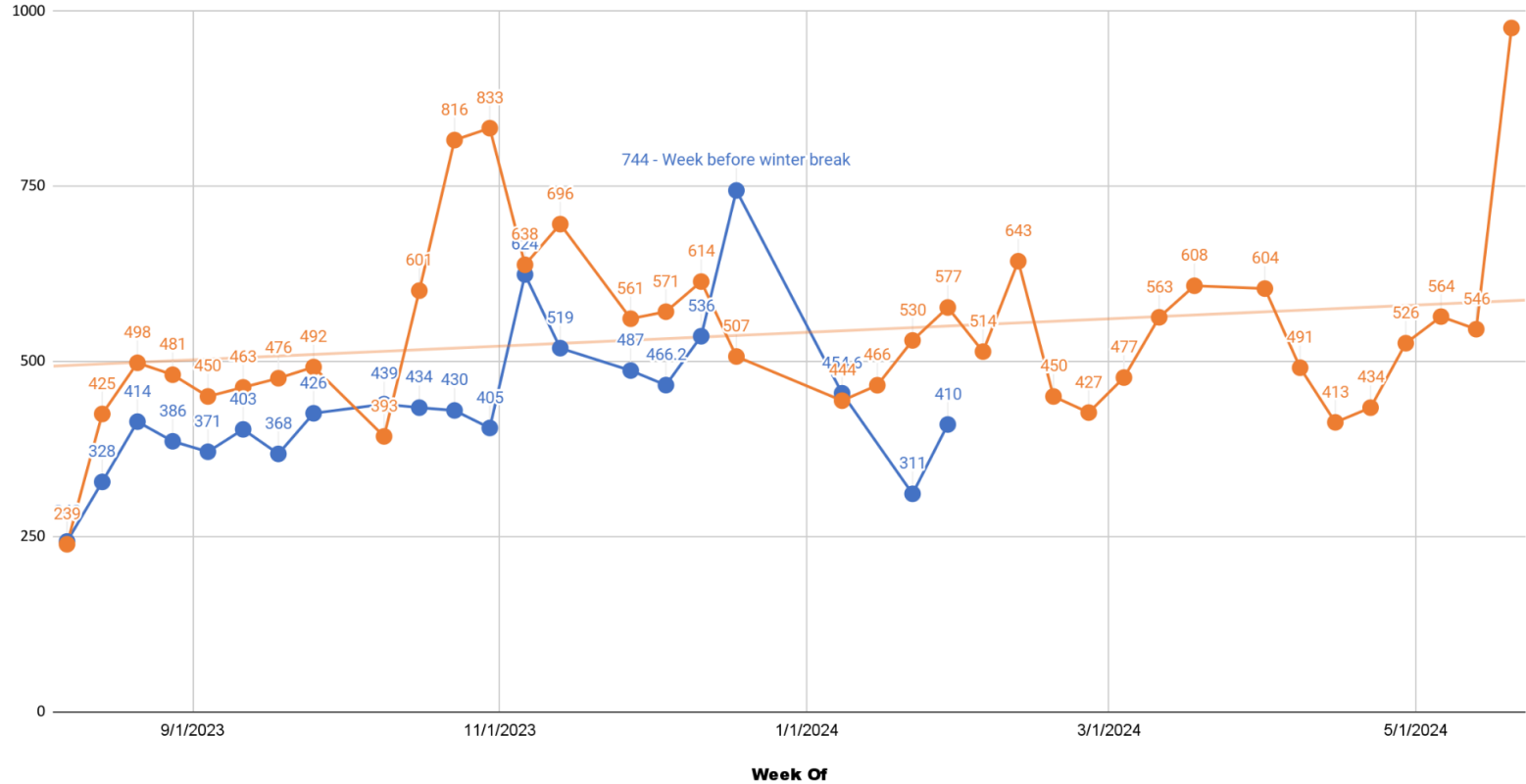
-4% from previous year at this same time

# Period 5 Enrollment and Attendance Summary

12/15/23 - 2/06/24

Regular Education Pupil-Teacher Ratio (PTR)	Pupils	Teachers	PTR	PTR % Change from Previous Period
Kindergarten through 3rd Grade	5,600	301	18.6	+ 0.03
4th Grade through 6th Grade	3,179	157	20.25	No Change
District Totals	8,779	458	19.14	+ 0.03

## Average Daily Absences 2023 vs Average Daily Absences 2022



● Avg Daily Absences 2023 ● Avg Daily Absences 2022

## Enrollment Period 5 - 12/15/2023 to 02/06/2024

	K-6 Gen Ed Totals	PS VPK	PS SpEd	PS Peers	CDC	BEST	Deaf Ed	TOTALS
Black Fox	789	40			32			861
Bradley	359							359
Cason Lane	708	100	30	19	32			889
Discovery	389							389
Erma Siegel	785		19	12	25		3	844
Hobgood	604				14			618
John Pittard	758	39	23	9	23			852
Mitchell-Neilson	538	40	25	12		18		633
Northfield	609	20	19	12	42			702
Overall Creek	979				12			991
Reeves-Rogers	358							358
Salem	940				19			959
Scales	963				28			991
								9446

Total Growth Over Period 9 22-23	
Period 9 2022-2023 -----	<b>9301</b>
Growth from 22-23 to 23-24 ---	<b>145</b>

TISA Funded Growth Over Period 9 22-23	
Period 9 2022-2023 -----	<b>8881</b>
Growth from 22-23 to 23-24 ---	<b>146</b>

TISA Funded Growth by Reporting Period	
Period 5 2022-2023 -----	<b>8980</b>
Growth from 22-23 to 23-24 ---	<b>47</b>

Average Attendance Percentage
93.9%

<b>Totals</b>	<b>8779</b>	<b>239</b>	<b>116</b>	<b>64</b>	<b>227</b>	<b>18</b>	<b>3</b>	<b>9446</b>
	K-6 Gen Ed Total	PS VPK	PS SpEd	PS Peers	CDC	BEST	Deaf Ed	

TISA Funded	8779				227	18	3	9027
Non-TISA Funded		239	116	64				419

**PTR Period 5 - 12/15/2023 to 02/06/2024**

	Kindergarten			1st Grade			2nd Grade			3rd Grade			Total	Total	K-3 PTR	4th Grade			5th Grade			6th Grade			Total	Total	4-6 PTR	Total K-6
	P	#	PTR	P	#	PTR	P	#	PTR	P	#	PTR	Pupils	Teachers	Ratio	P	#	PTR	P	#	PTR	P	#	PTR	Pupils	Teachers	Ratio	
<b>Black Fox</b>	119	6	19.83	109	6	18.17	156	8	19.50	111	6	18.50	495	26	19.04	105	5	21.00	119	5	23.80	70	3	23.33	294	13	22.62	<b>789</b>
<b>Bradley</b>	47	3	15.67	64	3	21.33	51	3	17.00	48	3	16.00	210	12	17.50	55	3	18.33	51	3	17.00	43	2	21.50	149	8	18.63	<b>359</b>
<b>Cason Lane</b>	116	7	16.57	126	7	18.00	117	6	19.50	104	6	17.33	463	26	17.81	107	5	21.40	102	5	20.40	36	2	18.00	245	12	20.42	<b>708</b>
<b>Discovery</b>	60	3	20.00	60	3	20.00	59	3	19.67	60	3	20.00	239	12	19.92	66	3	22.00	66	3	22.00	18	1	18.00	150	7	21.43	<b>389</b>
<b>Erma Siegel</b>	126	7	18.00	126	7	18.00	150	8	18.75	124	7	17.71	526	29	18.14	132	6	22.00	127	6	21.17				259	12	21.58	<b>785</b>
<b>Hobgood</b>	116	6	19.33	89	5	17.80	89	5	17.80	90	5	18.00	384	21	18.29	91	4	22.75	76	4	19.00	53	3	17.67	220	11	20.00	<b>604</b>
<b>John Pittard</b>	123	6	20.50	108	6	18.00	116	6	19.33	114	6	19.00	461	24	19.21	117	6	19.50	133	6	22.17	47	3	15.67	297	15	19.80	<b>758</b>
<b>Mitchell-Neilson</b>	79	4	19.75	102	6	17.00	67	4	16.75	86	5	17.20	334	19	17.58	71	4	17.75	81	4	20.25	52	3	17.33	204	11	18.55	<b>538</b>
<b>Northfield</b>	93	5	18.60	91	5	18.20	103	6	17.17	88	5	17.60	375	21	17.86	100	5	20.00	112	5	22.40	22	1	22.00	234	11	21.27	<b>609</b>
<b>Overall Creek</b>	156	8	19.50	140	7	20.00	168	8	21.00	159	8	19.88	623	31	20.10	153	8	19.13	171	8	21.38	32	2	16.00	356	18	19.78	<b>979</b>
<b>Reeves-Rogers</b>	64	4	16.00	53	3	17.67	51	3	17.00	71	4	17.75	239	14	17.07	63	3	21.00	56	3	18.67				119	6	19.83	<b>358</b>
<b>Salem</b>	128	8	16.00	157	8	19.63	151	8	18.88	161	8	20.13	597	32	18.66	163	8	20.38	126	7	18.00	54	3	18.00	343	18	19.06	<b>940</b>
<b>Scales</b>	155	8	19.38	176	9	19.56	179	9	19.89	144	8	18.00	654	34	19.24	166	8	20.75	143	7	20.43				309	15	20.60	<b>963</b>
<b>Totals by Grade</b>	Kindergarten			1st Grade			2nd Grade			3rd Grade			4th Grade			5th Grade			6th Grade			<b>8779</b>						
	1382	75	18.43	1401	75	18.68	1457	77	18.92	1360	74	18.38	1389	68	20.43	1363	66	20.65	427	23	18.57		<b>Total K-6</b>					

Regular Education PTR			
Kindergarten thru Third Grade -----	<b>5600</b>	<b>301</b>	<b>18.60</b>
Fourth Grade thru Sixth Grade -----	<b>3179</b>	<b>157</b>	<b>20.25</b>
<b>District Totals</b>	<b>8779</b>	<b>458</b>	<b>19.17</b>



## TRUANCY 10+ Days (Unexcused Absences)

	Period 1		Period 2		Period 3		Period 4		Period 5		Period 6		Period 7		Period 8		Period 9	
	23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23
<b>Black Fox</b>	-	2	-	1	1	4	5	7	6	18		24		30		48		62
<b>Bradley</b>	-	2	1	2	1	4	1	7	1	3		11		5		15		24
<b>Cason Lane</b>	-	7	1	12	4	14	6	31	18	41		60		57		83		104
<b>Discovery</b>	-	-	-	-	-	-	-	-	1	1		2		-		1		3
<b>Erma Siegel</b>	-	-	-	-	-	3	1	3	5	7		11		13		21		29
<b>Hobgood</b>	-	-	1	2	-	9	7	9	15	25		23		38		61		87
<b>John Pittard</b>	1	2	2	9	6	22	14	29	28	28		63		65		95		110
<b>Mitchell-Neilson</b>	-	5	-	3	3	11	12	19	21	28		42		38		68		90
<b>Northfield</b>	-	2	2	4	3	7	3	12	4	14		18		19		27		38
<b>Overall Creek</b>	-	-	4	1	2	1	2	1	4	2		3		2		7		9
<b>Reeves-Rogers</b>	1	-	2	-	6	4	10	6	18	9		24		28		44		70
<b>Salem</b>	-	6	1	6	4	9	10	18	21	18		34		33		60		73
<b>Scales</b>	-	-	-	-	2	3	4	9	7	15		34		44		65		94
<b>Total Students</b>	<b>2</b>	<b>26</b>	<b>14</b>	<b>40</b>	<b>32</b>	<b>91</b>	<b>75</b>	<b>151</b>	<b>149</b>	<b>209</b>	<b>-</b>	<b>349</b>	<b>-</b>	<b>372</b>	<b>-</b>	<b>595</b>	<b>-</b>	<b>793</b>

## Chronic Absenteeism = missing 10% or more (Excused and Unexcused)

	Period 1 (2+ days)		Period 2 (4+ days)		Period 3 (6+ days)		Period 4 (8+ days)		Period 5 (10+ days)		Period 6 (12+ days)		Period 7 (14+ days)		Period 8 (16+ days)		Period 9 (18+ days)	
	23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23
<b>Black Fox</b>	170	165	129	119	97	123	100	133	98	117		112		121		104		88
<b>Bradley</b>	75	94	49	84	38	87	29	76	32	69		69		50		45		45
<b>Cason Lane</b>	161	210	113	207	100	199	103	180	109	160		157		131		138		124
<b>Discovery</b>	30	47	16	35	10	65	14	46	16	35		33		28		21		18
<b>Erma Siegel</b>	109	151	71	120	55	112	47	119	49	95		92		81		71		61
<b>Hobgood</b>	151	182	119	156	130	176	123	155	133	137		139		156		126		115
<b>John Pittard</b>	142	153	112	153	101	139	100	139	95	116		131		132		113		110
<b>Mitchell-Neilson</b>	136	156	120	121	117	169	116	144	114	131		136		143		108		101
<b>Northfield</b>	126	178	113	137	89	156	73	112	78	100		103		107		91		80
<b>Overall Creek</b>	163	179	111	126	92	132	95	122	93	100		92		77		65		57
<b>Reeves-Rogers</b>	78	110	67	84	66	80	67	74	68	66		73		62		70		68
<b>Salem</b>	141	180	114	159	107	155	97	140	95	121		131		114		107		106
<b>Scales</b>	153	227	141	230	138	231	133	225	129	206		196		163		155		141
<b>District Total</b>	1635	2032	1275	1731	1140	1824	1097	1665	1109	1453	-	1464	-	1365	-	1214	-	1114
<b>Internal %</b>	18%	23%	14%	20%	13%	21%	12%	19%	12%	16%	-	17%	-	15%	-	14%	-	13%