

A G E N D A  
Cheatham County Board of Education

December 3, 2007

Place: Educational Annex Building – Board Room

Time: 7:00 p.m.

1. Call to Order
2. Moment of Silence
3. Pledge of Allegiance
4. Roll Call: Barry Breen, Susan Greer, Jackie Kemp, Dianne Proffitt, Chris Spiegl, and Rickey Thomas
5. Approval of Agenda
6. Public Forum – Opportunity for Community to Address Board (Maximum thirty (30) minutes)
7. Presentations and Awards:
  - A) Morris Stevens – Education in Ethiopia
  - B) HHS Principal Jenny Simpkins – Blue Ribbon School
8. Reports:
  - A) CCCHS Report
9. Hearing of Delegations:
10. Consent Agenda:
  - A) Minutes: November 5, 2007
  - B) Approval for tenure:

C) Disposal of surplus equipment/materials:

- 1) CMS Principal Norris requests permission to dispose of the following irreparable items: 43 damaged books, 88 calculators, 3 VCRs, 2 overhead projectors, 4 printers, 2 CPUs, 4 monitors
- 2) Daycare Director Burcham requests permission to dispose of the following irreparable items at the PVES Daycare: 1 Dell tower, 1 Dell modem, and 1 printer
- 3) KSE Principal Dorris requests permission to dispose of the following irreparable items: 18 student desks, 1 table, 2 bookshelves, 1 set of books, 1 overhead projector, and 3 monitors
- 4) SMS Principal Bell requests permission to dispose of the following irreparable or outdated items: 1 VCR, 1 cassette player, 5 monitors, 4 printers, 7 computers, 250 books

D. School fees:

- 1) KSE Principal Dorris requests approval of 07-08 fees: \$3.50 1<sup>st</sup> & 2<sup>nd</sup> Christmas project

E. Field trips:

- 1) CHS Principal Leavitt requests permission for the band to travel to Orlando, Florida, and participate in the Heritage Festival. They will leave on Thursday evening by charter bus and return on Sunday night.
- 2) SHS Newton requests permission for students to travel to Italy, Switzerland, and France – June 9-20, 2008.
- 3) HMS Principal Schliwa requests permission for a seventh grade field trip to the Crow's Neck Environmental Education Center in Tishomingo, Mississippi. One hundred students and ten adults will depart HMS on Tuesday, April 22, 2008, at 6:00 a.m. and return to HMS on Thursday, April 24<sup>th</sup>, at 5:00 p.m. – traveling by charter bus.

F. School/Principal request:

1) CHS Principal Leavitt requests permission for an in-school baseball game on Friday, April 4, 2008, against HHS.

G. Early Graduation Request:

H. Committees:

1) Negotiation committee appointments

11. Budget and Finance:

A) Budget Amendment - requires Board approval

B) Budget Amendment – requires Board approval and then send to County Commission for approval

12. Old Business:

A) Revise on **second reading** Board Policy 6.200, Attendance. Board Policy #1.600, Policy Development and Adoption, reads in part: *The Board's approval of the proposal or return for study and/or further revision shall constitute the first reading.* This was accomplished during the July 19<sup>th</sup> and July 24<sup>th</sup> work session. This revision was tabled on August 6, 2007.

B) Revise on **second reading** Board Policy 5.600, Staff Rights & Responsibilities. This revision passed unanimously on first reading November 5<sup>th</sup>. Item 6 shall be revised and item 7 added as follows:  
6) *At all times, staff members are required to wear their name badge.*

7) *All staff members are expected to dress in a professional manner that inspires respect and serves as a role model for students. It is recognized that attire must also be appropriate for the staff's assignment, the needs of the students, and the physical needs of the staff member. Clothing should be modest, of an appropriate size, and aligned with the student dress code. No piercings, other than earrings, or visible, offensive tattoos will be allowed. It is understood that problems of staff dress shall be handled professionally between staff members and his/her immediate supervisor.*

\*Following Board approval, this policy revision will not go into effect until negotiated into the teacher contract.

C) Revise on **second reading** Board Policy 2.806, Bids and Quotations, as proposed by TSBA. Current policy states that items over \$5,000 shall be based on competitive bids. The proposed revision states, in part, that items over \$10,000 shall be based on competitive bids. This revision passed first reading by a 4 – 2 vote on November 5<sup>th</sup>.

D) Adopt on **second reading** Board Policy 6.3071, Student Alcohol and Drug Testing. This revision passed first reading unanimously on November 5<sup>th</sup>. The policy shall read:

*Students shall be notified in writing at the beginning of each school year or at the time of enrollment that they are subject to testing for drugs and alcohol during the school year.<sup>1</sup> Principals or their designee are authorized to order drug tests for individual students when there is a reasonable suspicion to believe that:*

- 1. The school board policy on alcohol and drug use has been violated;*
- 2. A search of lockers, vehicles, persons, and/or containers produced evidence of the presence of drugs and/or alcohol;*
- 3. Through observation or other reasonable information reported by a teacher, staff member, or other student that a student is using drugs and/or alcohol on school property.*

*Upon reasonable suspicion based on the criteria referenced above, the principal shall take the following steps:*

- 1. Call the student into the principal's office or another private place;*
- 2. Notify the parent or guardian of the student of the impending test;*
- 3. Summon a school health professional to the proceeding and to assist in furtherance of the proceeding;*
- 4. Inform the student of the substance of the information which is the basis for the determination that a test is necessary;*
- 5. Inform the student of the procedures which are followed in administering the test;*
- 6. Give the student an opportunity to decline the test and inform the student that if the test is not taken, the penalty is suspension from school and a hearing before the Student Disciplinary Hearing Authority.*

*A principal, his or her designee or school health professional, with a witness shall take the student to a designated place in the school and collect a specimen from the student. This specimen shall be taken in a manner which*

*will protect the privacy rights of the students and which will assure that the integrity of the specimen itself is not compromised.*

*The type of specimen taken shall depend on the substance in question and the test performed on the specimen shall be appropriate for accurate detection of the substance in question. Once taken, the school health professional shall give the specimen an identifying number which in no way will reveal the identity of the student.*

*A principal, his or her designee or a school health professional shall forward the specimen for analysis to a laboratory accredited by the Tennessee Department of Health and Environment and designated by the Board.*

*Upon receiving a written, certified copy of the analysis from the laboratory, the principal shall do one of the following:*

- 1. If the results of the analysis are negative, all evidence of the individual test, including all records in the school that the test was ordered and the reasons therefore, shall be destroyed...*
- 2. If the results of the analysis are positive, the student and parents or guardian shall be given the written notice of the result. In addition, they shall receive referral information which shall include in-patient, out-patient, and community-based drug and alcohol treatment programs. The principal shall recommend/take whatever disciplinary action he/she deems necessary under the circumstances and that is in compliance with state law and board policy.*
- 3. The principal will notify law enforcement officials only after consultation with the Director of School.*

E) Approval of the Memorandum of Understanding between the Cheatham County Board of Education and the Cheatham County Youth Basketball Association. This agreement must be executed each year, it is not perpetual or continuing unless re-executed each year. During the November 5, 2007 Board meeting, Greer made a motion to approve and seconded by Breen for the purpose of discussion. Thomas made a motion, seconded by Kemp to table this Memorandum of Understanding. The motion passed with Greer voting no.

### 13. New Business:

A) Appeal a Student Discipline Hearing Authority decision – CHS student

B) Appeal a Student Discipline Hearing Authority decision – SHS student

C) HHS Band Director Dan McNally requests permission to enter a three-year lease/purchase agreement for equipment.

D) Misty Glenn, with the Coordinated School Health Program, requests approval to conduct a Youth Risk Behavior Survey with the middle school students.

E) Approval of service agreement with TSBA for a three-year subscription (effective December 7, 2007) to the Policy/Procedure Maintenance/On-line Service, including administrative procedures, for a total of \$11,250.00

F) Vote of support for the Education Committee's continued efforts to provide School Resource Officers for Cheatham High School, Harpeth High School, and Sycamore High School.

G) Approval of construction alternates for CCCHS

H) Approval of 2008-2009 and 2009-2010 school calendars. Seven Wednesdays each year students will be dismissed at 1:00 p.m. - teachers will remain for staff development.

2008-2009: Sept. 10<sup>th</sup>, Oct. 8<sup>th</sup>, Nov. 12<sup>th</sup>, Feb. 4<sup>th</sup>, Mar. 4<sup>th</sup>, Apr. 8<sup>th</sup>, May 6<sup>th</sup>

2009-2010: Sept. 9<sup>th</sup>, Oct. 7<sup>th</sup>, Nov. 18<sup>th</sup>, Feb. 3<sup>rd</sup>, Mar. 3<sup>rd</sup>, Apr. 7<sup>th</sup>, May 5<sup>th</sup>

14. Brief comments from Board Members

15. Announcements and Recognitions

16. Adjourn

#### INFORMATION:

1. Personnel Changes:

A. Retirements approved:

Brenda D. Boyte, CCCHS faculty, 12/20/07 from full-time. Ms. Boyte began her teaching career at CCCHS on August 27, 1962, taking leave 77-78 to earn her Master's degree

B. Administrative Positions approved:

C. Leave of Absence approved:

Debbie Daniel, CCCHS teacher assistant and bus driver, 10/22/07 –  
1/15/08

Dawn Green, CMS faculty, 12/7/07 – 3/3/08

Elizabeth Wills, Homebound teacher, 1/8/08 – 5/23/08

D. Resignations:

Christy Bone, Sp Ed interpreter, 11/14/07

Stacy Cooper, CMS school nutrition, 10/5/07

Jennifer Jackson, PVE faculty, 11/9/07

Jordan Tupper, SMS head boys and assistant girl's basketball coach,  
11/26/07

E. Termination of Employment:

Dana Faulk, SHS school nutrition, 10/26/07

Pennie Rose, SHS school nutrition, 11/5/07

F. Transfers approved:

Linda Williams, from WCE Daycare Assistant Site Director to WCE  
Daycare Site Director, 10/22/07

G. Elections/Placements approved:

Brian Lewis, PVES faculty, 11/12/07, pending licensure

Jared Greece, PES faculty, 11/19/07, pending background check

Lisa Russell Mendelsohn, ACE sp ed pre-school assistant, 12/3/07,  
pending background check, new position

Stephanie Lovell, ACE half-time sp ed assistant, 11/19/07, new  
position

Mary Craver, PES Daycare, 11/21/07

Andrea Davis, SHS school nutrition, 11/13/07

Lura-Beth Turner, KSE Daycare, 11/1/07, pending background check

Derrick Anderson, CCCHS asst. baseball coach, non-faculty, 2007-08  
season, pending background check