AGENDA

MURFREESBORO CITY SCHOOL BOARD
Tuesday, November 29, 2011
6:30 p.m.—Council Chambers

ORDER OF BUSINESS

I. CALL TO ORDER BY BOARD CHAIR

- Pledge of Allegiance
- Moment of Silence

II. APPROVAL OF AGENDA

III. COMMUNICATIONS

- Congratulations to Chair Wade who received the "Certified and Master Ambassador Award" at TSBA's Leadership Conference and Convention for presentations she made on behalf of the school system throughout the year.
- Kory Wells, Read to Succeed, One Book Co-Chair – *The Hunger Games*
- Congratulations to the following Fall 2010 BEP/Nissan Mini-Grant Recipients:

Betsy Lynch	CLA	Kelly Jones	MNP
Meredith Gilliland	Hobgood	Shannon Minner	MNP
Sheri Arnette	Northfield	Sayward Ratliff	MNP

- City Schools Foundation Update
- Mitchell-Neilson Schools thanks Bob Parks Realty, especially agents Katie Schmeltzer and Jennifer Parker, for their donation of four Netbooks and donations towards the purchase of student t-shirts, plus 36 agents purchased MNS t-shirts for themselves.
- MCS in partnership with ENA has received a Christy Houston Foundation Grant of $32,890 for video-teleconferencing software, equipment, and professional development.

IV. CONSENT ITEMS (Tab 1)

A. Approval of minutes of the October 25, 2011 regularly scheduled board meeting and November 8, 2011 Special Called Board Meeting/Policy Work Session

B. Approval of School Fees

C. Approval of Board Policies – *Second Reading*
BO 39—School Support Organizations
STU 24—Disciplinary Hearing Authority

D. Approval of "Report of System/School Compliance Based on Tennessee State Statutes and State Board of Education Rules, Regulations, and Minimum Standards for Approval of Schools"

V. ACTION ITEMS

A. Approval of Board Policies – *First Reading* (Tab 2)

BO 10—Board Policy Development *(Revised)*
(Combined BO 10 and duplicate Board Policy BO 42—Policy Development/eliminate BO 42)
FM 1—Petty Cash Accounts *(Revised)*
FM 2—Annual Operating Budget *(Revised)*
FM 5—Accounting System, Financial Reports and Records *(Revised)*
FM 8—Purchasing Authority *(Revised)*
FM 9—Sales Calls, Demonstrations and Vendor Relations *(Revised)*
FM 12—Authorized Signatures and Expenditure of Funds *(Revised)*
FM 16—Purchase Requisitions and Purchase Orders *(New)*
FM 17—Payroll Procedures *(New)*

B. Approval of Resolution Regarding Vouchers (Tab 3)

VI. REPORTS/INFORMATION

A. Board Policy BO 38--School Board Accountability Standards (Tab 4)

B. EEC Project/Club Neutron – Dr. Kim Cleary Sadler, MTSU

C. Personnel Update (Tab 5)

1. Licensed Personnel Hired; Leave of Absence; Interim Instructional Personnel
2. Resignations
3. Classified Personnel Hired

D. Monthly Revenue and Expenditure Report (Tab 6)

E. Attendance Report (Tab 7)

VII. OTHER BUSINESS

VIII. ADJOURNMENT

MINUTES
MURFREESBORO CITY SCHOOL BOARD
Tuesday, October 25, 2011
6:30 p.m.—Council Chambers

ATTENDANCE

Board: Chair Mary Wade, Susan Andrews, Butch Campbell, Nancy Duggin, Nancy Phillips, Collier Smith, and Council Liaison Ron Washington. Absent: Dennis Rainier.

Staff: Director Linda Gilbert, Gary Anderson, Caresa Brooks, Crystal Farris, Tammy Grizzard, Karen Hawkins, Ralph Ringstaff, Lisa Trail, and Priscilla Van Tries.

Others: Staff Attorney Kelley Baker, *Daily News Journal* Reporter Mealand Ragland-Hudgins, and others.

ORDER OF BUSINESS

I. CALL TO ORDER BY BOARD CHAIR

Chair Mary Wade called the board meeting to order at approximately 6:30 p.m. followed by the Pledge of Allegiance and a moment of silence.

Chair Wade and the Board welcomed newly appointed Board member Mrs. Collier Smith to her first televised board meeting.

II. APPROVAL OF AGENDA

On motion by Mrs. Phillips and second by Dr. Andrews, the agenda was approved as presented.

III. COMMUNICATIONS

- November 13-19 is American Education Week. Theme—*Great Public Schools: A Basic Right and Our Responsibility*
- The "Excellence in Education Celebration" honoring former Representative John Hood will be held on February 10, 2012, at Stones River Country Club.
- *Franklin Heights Family Learning and Resource Center—Andrea Bell and Tonya Hobbs*. Ms. Tonya Hobbs, Coordinator of Social Services, shared with the Board that the Franklin Heights FRC has been provided a building that fronts to Bridge Avenue. It is a larger facility provided through the generosity of Patsy Noland and the Murfreesboro Housing Authority. The facility has been completely furnished and decorated through partnerships. The Center

- collaborates with approximately 71organizations in the Franklin Heights coalition to provide subsistence to the community as well as support their education. New Vision Baptist Church adopted Franklin Heights and has been instrumental in their support of the Center, providing volunteers in a number of areas. Mr. Washington thanked New Vision Baptist Church for their work and provision of resources and stated that an acquaintance has shared with him the many things going on at the center and the positive impact it is having on the students and parents in that community. The center serves approximately 25-30 children a day from the housing units and the Section 8 Housing area. Approximately 80 participate during the year, but the center is available to anyone in MCS. The system works with students on academics with a tutoring program, after-school homework help, a computer area, etc. Good behavior is also a focus with a point reward system; each month, ten students with the highest number of points are treated to a field trip. Adults are provided services such as GED, Financial Planning classes, Project PASS computer readiness, etc., with childcare provided. Services are being expanded as funders recognize their work in the community.

  Dr. Andrews shared that the school district has received national recognition because of the Family Resource Center program, and lives have been changed as a result of this program. Mrs. Phillips thanked Dr. Gilbert for her ability to bring groups together to support these efforts.

IV. CONSENT ITEMS (Tab 1)

On motion by Nancy Duggin and second by Dr. Andrews, the following consent agenda items were approved by acclamation:

A. Minutes of September 27, 2011 Board Meeting and the October 11, 2011 Special Called Board Meeting—Retreat

B. School Fees

C. Board Policies—Second Reading
   PER 16—Tenure and Nontenure
   PER 17—Evaluation of Professional Staff

V. ACTION ITEMS

A. Approval of Board Policies—First Reading (Tab 2)

BO 39—School Support Organizations

Mrs. Baker stated that as a result of questions she received from organizations, she added the actual definitions and other language from the state statue, and the policy is based strictly on state statute. For our system, support organizations include PTAs, PTOs, and the City Schools Foundations. For other districts:

> ***"School support organization" means a booster club, foundation, parent teacher association, parent teacher organization, parent teacher support association, or any other nongovernmental organization or group of persons whose primary purpose is to support a school district, school, school club, or academic, arts, athletic or social activities related to a school, that collects or receives money, materials, property or securities from students, parents or members of the general public;***

On motion by Mrs. Phillips and second by Mr. Campbell, BO 39 was approved on first reading by acclamation.

STU 24—Disciplinary Hearing Authority

Mrs. Baker explained that if a student has been suspended for ten or more consecutive days or has been expelled, they have the right to appeal that decision by requesting a hearing with the Disciplinary Hearing Authority (DHA). If the Board approves the proposed revision to STU 24, the Board would be delegating to the Director of Schools the authority to appoint members of the Disciplinary Hearing Authority. Since the time frame for the hearing is a short turnaround, the appointment of the members must be done quickly, which would be difficult if the Board were required to meet on very short notice. Many other systems use this approach. In response to Mrs. Smith, Mrs. Baker stated that the need for the DHA is rare, as she has only experienced two cases in the past six years. Dr. Andrews added that during her tenure as a Board member, it had never reached the point where the cases have been brought before the Board. Mrs. Phillips voiced a concern regarding the Board delegating this responsibility.

The DHA would consist of seven members, three school administrators and at least two licensed employees of the Board. The principal would not serve on the DHA. If the student has been verified as having a disabling condition, the Special Education Supervisor would serve. Board members would not serve. The Director would serve as a non-voting chair of the DHA.

The DHA shall give written notice of the time and place of the hearing to the parent or guardian, the student, the school official who ordered the suspension, and the MCS licensed employee who filed the request for the hearing if applicable. If the

parent/student is not satisfied with the decision of the DHA, an appeal can be made only by those specified in the policy within five days after the DHA has made the decision. The Board can choose to review the materials presented to the DHA, or the Board may choose to hold an actual hearing. If the Board chooses to review the materials, the actual vote to uphold or change the decision of the DHA would be taken at a Board meeting. The policy takes into consideration the confidentiality of the student and any students who would testify at this hearing. If the parents do not request an open meeting, the meeting would be closed to the public.

Mrs. Baker further clarified:

> ***If the Board conducts a hearing as a result of a request for review by a student, principal, principal-teacher or assistant principal, then, notwithstanding any provision of the open meetings laws compiled in title 8, chapter 44, or other law to the contrary, the hearing shall be closed to the public, unless the student or student's parent or guardian requests in writing within five (5) days after receipt of the written notice of the hearing that the hearing be conducted as an open meeting. If the Board conducts a hearing as a result of a request for review by a student, principal, principal-teacher, or assistant principal that is closed to the public, then the Board shall not conduct any business, discuss any subject or take a vote on any matter other than the appeal to be heard. Nothing in this policy or T.C.A. §49-6-3401(c)(6) shall act to exclude the Department of Children's Services from the disciplinary hearings when the Department of children's Services is exercising its obligations under T.C.A. §37-1-140.***
>
> ***The action of the Board shall be final.***
>
> ****Note: Notwithstanding anything herein to the contrary, if the student is determined to have knowingly violated the zero-tolerance prohibitions against firearms, drugs, drug paraphernalia, or assault on a school employee and has been given fair due process procedures, only the Director may modify the one calendar year suspension from school.***

Mr. Campbell noted that the state statute was developed for K-12 grades, and there would be more of a need for DHA hearings in the middle and high schools. Mrs. Baker stated that this process only comes into play if a student is suspended ten or more consecutive days or is expelled from school. Mrs. Duggin stated that this is a well-written policy and is in compliance with law.

Mrs. Duggin moved to approve STU 24 as presented on first reading; Mrs. Smith seconded the motion. The motion carried by acclamation.

B. Contract with Director of Schools (Tab 3)

Mrs. Baker explained that the proposed new contract would become effective after July 4, 2012 for the four-year term of the contract, July 4, 2012 to June 30, 2016. The proposed salary of $110,000 is an increase of $7,000, which brings the Director within the low range indicated in the compensation study provided in 2004, which we were not in the range before. The medical evaluation and background check that were required on initial employment of Dr. Gilbert was deleted. Mrs. Baker and Mrs. Wade had met with Dr. Gilbert to review the contract, and she did take into consideration the input of each individual Board member which was incorporated in the contract before them.

In response to Mr. Campbell's question, Mr. Anderson stated that the $7,000 increase would not impact the existing budget as it would not go into effect until the next fiscal budget.

Mrs. Smith stated that she appreciates the salary increase but is concerned with the length of the contract. One of the primary responsibilities of the Board is to renew a contract with the Director of Schools or to hire the Director of Schools. With an April election and the possibility of newly elected board members who would serve four years, the same as the term of the Director, that Board would not have the opportunity to hire a Director of Schools. She preferred a three-year contract versus the four years.

Mr. Campbell pointed out that the contract would not go into effect until July 4, 2012, so newly elected Board members coming on in May would have that opportunity. In response to Mrs. Duggin, Mrs. Baker stated that the Director's contract would be a legal binding document if the Board approves the contract, and she obtains the signatures on the contract by Chair Wade and Dr. Gilbert. Mrs. Duggin stated that the Director has not in the past claimed mileage or requested a car allowance.

Dr. Andrews stated that she is looking forward to an excellent and stable school system. It is important for teachers and principals to have stability in light of the new evaluation system and other changes. Teachers have our support and Dr. Gilbert should have it for the next four years, too. She did not ask for a raise, but it was more important to her to have the four-year contract to deal with the issues the system will face. Dr. Andrews stated that she does support a four-year contract noting the difficulty to find a director of schools but that Dr. Gilbert has done an incredible job, and the system needs the security and stability of the four years.

Mrs. Smith restated that with four seats up for election in April, new Board members would not have the opportunity to take part in a new contract. One of the major responsibilities of a Board is to hire a director of schools. Mrs. Duggin noted that new

board members would have the opportunity to evaluate the Director. She also would like to see stability for the school system.

Mrs. Smith stated that Dr. Gilbert has nine months left on this contract and four years after that. Mrs. Baker stated that although she did not bring the blackout dates with her, the blackout dates for the contract would be 30 days prior to the election and 45 days following the election or vice versa. The two contracts would not be parallel but are two distinct contracts.

Dr. Andrews asked if perhaps the contract could begin on January 1, 2012 and the contract would be up while the new Board was still serving. Mrs. Baker stated that the Board is legally bound by the current contract. The Board would have to have a basis for ending the current contract early or reach a mutual consent with Dr. Gilbert. These are two separate contracts so Dr. Gilbert would have to agree to any revision of the existing contract. The new contract would not take effect until July 4, 2012.
Mr. Campbell asked if the Board would like for Mrs. Baker, Mrs. Wade, and Dr. Gilbert to meet again to consider what has been discussed at this meeting.

Dr. Gilbert stated that she would not reconsider her request for a new four-year contract.

Mrs. Wade commended Mrs. Baker and Dr. Gilbert for their discussions with her regarding the contract and stated that now it appears the consideration is for a three-year or for a four-year contract. She agrees with Mrs. Duggin wholeheartedly that that is why you have the evaluation system in place. On page 4 and 5, the contract provides an opportunity for the Board to respond to the Director's performance. She stated that there is a lot going on, and new Board members would need a year to take their classes and learn what is going on, policies, etc. The Board has had an opportunity to provide Mrs. Baker with input on the contract. She also would like to see the stability that a four-year contract will provide. Unless there is an amendment, she would not like to wait to take action on the contract.

Mrs. Phillips moved to approve the proposed contract between the Board and Dr. Gilbert as presented; Mr. Campbell seconded the motion. On roll call: Andrews—yes; Campbell—yes; Duggin—yes; Phillips—yes; Smith—Nay; Wade--yes. The motion carried.

VI. REPORTS/INFORMATION

A. Personnel Update (Tab 4)

1. Licensed Personnel Hired
2. Classified Personnel Hired
3. Leave of Absence—Instructional Personnel
4. Resignations

B. Monthly Revenue and Expenditure Report (Tab 5)

Mr. Anderson stated that there is a drop in revenue on Other County Revenue and Local Revenue, but sales tax revenue is up. The system has completed 25% of the fiscal year. The Board of Education expense is at 39% due to the workers compensation bill coming early, but the good news is that the amount is less than was budgeted. Another area that reflects an increase is pupil transportation due to bus purchases. Line Item 72801 increased due to improving technology and installation of upgrades over the summer. These items will work themselves out over the year. Overall, expense is at 23.1%, so the system is in good shape.

In response to Mr. Campbell's question, Mr. Anderson replied that all buses are running, the system has received the newly purchased buses, two new drivers have been hired, so transportation should be stabilized soon. He is also anxiously waiting for when the system can expand the extra route discussed earlier.

C. Attendance Report (Tab 6)

Enrollment has increased by nine students over the last reporting period and is up 185 students over this time last year. Pupil:teacher ratios are: K-3 is 18.83; grades 4-6 is 20.82; and, overall is 19.56. Attendance is 96.3%, which exceeds the state average. Pre-K enrollment is 437 students. Special ed enrollment increased to 57 students but it is expected to continue to increase to approximately 70 over the school year due to the fact that a special needs child can enter the system at their third birthdate. This is a typical pattern, and a classroom was added in anticipation of the growth. Right now the pupil:teacher ratio is 8:1 but could increase to 10:1.

VII. OTHER BUSINESS

Mrs. Wade reported that the next School Board meeting will be held November 29 instead of November 22.

Mrs. Duggin asked that a discussion of charter schools be added to the next policy work session.

Mrs. Wade and other Board members sent a hello and best wishes to Dennis Rainier.

Mrs. Phillips asked that information be provided to the Board regarding interest-based bargaining at the next policy meeting.

Mr. Campbell stated that he appreciated the feedback received from teachers and administrators regarding the Board's letter sent to the Commissioner regarding evaluations. Mrs. Duggin thanked Mrs. Payne and Mrs. Schmidt for their efforts to make the new evaluation procedure work in a preschool setting, as it is not designed for preschool.

Dr. Gilbert stated that principals have done an amazing job of working with the continuous flow of information received from the state. Principals will also now be working through their own evaluation process. Central office and others have worked hard on this process.

Mrs. Smith stated that she appreciates the visits to meet principals and the efforts she sees as principals work to reduce the stress being placed on teachers.

VIII. ADJOURNMENT

There being no further business, Chair Wade adjourned the board meeting at approximately 7:35 p.m.

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Director of Schools

MINUTES

MURFREESBORO CITY BOARD OF EDUCATION
SPECIAL CALLED BOARD MEETING--
POLICY WORK SESSION
Tuesday, November 8, 2011
6:30 p.m.—Central Administration Building

ATTENDANCE

Board: Chair Mary Wade, Susan Andrews, Butch Campbell, Nancy Duggin, Nancy Phillips, and Collier Smith. Absent: Dennis Rainier and Council Liaison Ron Washington.

Staff: Director Linda Gilbert, Gary Anderson, Caresa Brooks, Tammy Grizzard, Karen Hawkins, and Ralph Ringstaff.

Others: Staff Attorney Kelley Baker and MEA President Natalie Hopkins.

ORDER OF BUSINESS

I. CALL TO ORDER BY BOARD CHAIR

Chair Mary Wade called the meeting to order at approximately 6:30 p.m.

II. BOARD POLICY REVIEW

Passed on First Reading:
BO 39—School Support Organizations
STU 24—Disciplinary Hearing Authority

No additional revisions were recommended for BO 39 and STU 24 as presented.

For Discussion:
BO 10—Board Policy Development *(Revision)*
(Combined BO 10 and duplicate Board Policy BO 42—Policy Development/eliminate BO 42)

Mrs. Baker explained that BO 10 and BO 42 were duplicates. Information had been merged, and she recommends BO 10 as presented be brought before the Board for approval, and then BO 42 be eliminated. There were no other recommendations for revision from the Board.

FM 1—Petty Cash Accounts *(Revised)*

Mrs. Duggin moved that the Board ask Mrs. Baker to develop a calendar by which to review policies with flexibility to review the policies that must be dealt with due to changes in law; Mr. Campbell seconded the motion. The motion carried by acclamation.

Mr. Anderson explained that schools are allowed to keep a petty cash fund for small purchases (usually $100 or less). Mrs. Phillips asked Mr. Anderson about the fact that purchasing has become an extensive process. Mr. Anderson responded that due to the state identifying cases (not in MCS) where funds were being misused, the state has tightened the reins on spending. A purchase order of $100 must first be approved by the principal and then the Director of Schools. In addition to following state law, the purpose was to make sure those items support the focus/learning taking place in the most efficient way, and to also make sure that those items are compatible (i.e., software). Mrs. Duggin stated that the reason for this procedure should be made clear to teachers so they don't view it as punitive. Mr. Campbell added that as a previous administrator, it is important to note that state and federal regulations have to be followed.

Mrs. Phillips inquired about the lunchroom procedure. Mr. Anderson explained that the cafeteria now handles situations when students do not have lunch money; parents are notified by phone calls and letters. The students are fed items that meet the food requirements, but not the same meal that they would have purchased. Mrs. Phillips stated that she did not want a non-paying child to be identified as a result of this procedure. Mr. Anderson stated that this would only affect those persons who are not on free lunch so are capable of paying. If a child needs to be on free lunch but the parent has not or will not apply for this benefit, the principal now has the authority to file for the child. Although we are not required to feed children who have forgotten lunch money, the system feeds these children. Mrs. Smith stated that the online payment method is available and works. Mrs. Baker added that the online payment method also has the feature that if your child's account is below a certain amount, for example $10, the parent can be notified by email. Mr. Campbell stated that this is a financial situation and must be dealt with in that way.

FM 2—Annual Operating Budget *(Revised)*

Mr. Anderson reviewed the date changes in bold, and Mrs. Duggin stated that she appreciates the February 1st date for Board members to receive the budget preparation calendar. There were no recommendations for additional revisions.

FM 3—State and Federal Aid Eligibility Determination *(No Revisions)*
FM 4—Bonded Employees *(No Revisions)*

There were no recommended revisions to FM 3 and FM 4.

FM 5—Accounting System, Financial Reports and Records *(Revised)*

There were no recommendations for additional revisions.

FM 6—Internal Accounting Manual *(No Revisions)*
FM 7—Audit *(No Revisions)*

There were no recommendations for revisions to FM 6 and FM 7.

FM 8—Purchasing Authority *(Revised)*

Mr. Anderson explained that the revisions indicated in bold were made to further clarify what is required by law. He explained that in the bid process, the bid that best suits the needs of the system would be the one chosen. If there is little monetary difference in two bids, but the higher one better meets the needs of the system, that bid can be selected. An example he gave was the purchase of a school bus. If the low bid is not a bus that the mechanic is trained on or the system has available parts for, it might not be financially prudent to purchase that bus due to the cost to retrain the mechanic and purchase an inventory of replacement parts. Mrs. Baker stated that specifications can be placed in the bid document to assure that the purchase is the most efficient and beneficial to the system. She also noted that you cannot "sole source" a bid. In response to Mrs. Duggin, Mr. Anderson stated that for food products, you could show preference for U.S.-made products, but not with other items. There were no recommendations for additional revisions.

FM 9—Sales Calls, Demonstrations and Vendor Relations *(Revised)*

Mrs. Baker explained that typically gifts under $100 do not have to be reported, but gifts should be limited to those of an advertising nature. Board members should not accept gifts from vendors that do business with the school system, as Board members are decision makers. There were no recommendations for additional revisions.

FM 10—Travel Regulations *(No Revisions)*
FM 11—Personal Property Sales *(No Revisions)*

There were no recommendations for revisions to FM 10 and FM 11.

FM 12—Authorized Signatures and Expenditure of Funds *(Revised)*

Mrs. Baker noted that the purchasing procedures put in place are to assure taxpayers that the system is being a good steward of tax dollars. She also stressed that an employee cannot enter into a contract without prior authorization. If an employee enters into a contract without prior approval, the employee is bound by the contract, not the school system. Contracts are to be reviewed by her/legal department before being signed by school officials. Mrs. Hawkins shared that with two new adoptions, an email was sent to teachers telling them the options for disposal of the retired textbooks. In response to Mr. Campbell's question, Mr. Anderson explained that a "restricted account" is one in which those funds must be spent only for the purpose for which the funds were provided. Mrs. Baker added that funds must be spent in the year when they were raised, therefore on the students who raised the funds.

Mrs. Phillips asked if all software is available systemwide to all students. Mrs. Hawkins stated that software purchased at the district level is provided to all students. However, schools may choose to purchase additional software with funds donated to them through PTO or discretionary funds, such Brain Pop, IXL, etc. Mrs. Phillips suggested that it might be beneficial to see if the additional software purchased by those schools positively impacts student learning so would be an item that the system could provide to the other schools.

FM 13—Additions, Changes, Alterations on Buildings and/or Grounds *(No Revisions)*

Mr. Anderson stated that the most efficient way to provide schools with additional resources through donations would be to donate the money directly to the school/school system. Direct donations of equipment or other resources can have hidden costs, might not be the best supplemental aide, or in terms of technology, the system might not be able to support it. Also, playground equipment must be purchased following strict regulations. Mrs. Baker added that purchasing equipment that does not meet federal or state regulations could result in a lawsuit if a child is injured on that equipment. Mr. Campbell pointed out that the system can usually obtain a better price for these items.

FM 15—Administrative Procedure for Title I Equipment *(No Revisions)*

The Board made no recommendations for revisions to FM 15.

FM 16—Purchase Requisitions and Purchase Orders *(New)*

Mr. Anderson stated that this policy is new and is recommended to support the procedures that have been put in place.

FM 17—Payroll Procedures *(New)*

Mr. Anderson explained that the system did not have a policy in place for payroll procedures and during an audit it was recommended that the Board adopt one.

III. DISCUSSION OF RESOLUTIONS

Dr. Gilbert provided the Board with proposed resolutions regarding elected superintendents and the school calendar year. She also provided proposed resolutions and a letter addressing the impact of vouchers on public education. She noted that she preferred the letter to a resolution as many resolutions received by legislators would say the same thing and not garner the needed attention. A letter is a more personal appeal. Following discussions, it was decided that Dr. Gilbert would bring a proposed resolution/letter opposing charter schools to the November 29 Board meeting for their review and approval. Mrs. Phillips stated that rather than just reference research that backs the Board's opposition, the research should be attached to the letter. Mrs. Duggin pointed out that charter schools are not held to the same rules and regulations as public schools. Dr. Andrews added that there is no standard for accountability.

Dr. Gilbert stated that she believes that vouchers would result in re-segregation for those families who cannot afford to pay the balance of private school tuition as well as a loss in funding for our school system. Dr. Andrews recommended that the Board address the voucher situation first and a month later address elected superintendents and the school calendar. Dr. Gilbert stated she will bring the letter with research back to the Board on November 29. Mr. Campbell asked that they individually contact legislators or others who would have an impact on this legislation.

Dr. Gilbert stated that the recent change in the evaluation process is nice but will actually only reduce the principal's involvement by a 15-minute observation. The paperwork is still extensive. Mrs. Duggin added that by combining two observations, teachers have more things to deal with in one lesson. She complimented principals for being positive and upbeat with teachers about the process. MEA President Natalie Hopkins stated that MEA has not contacted legislators, but she personally has written to all legislators.

In response to Mrs. Wade's concern that teachers are evaluated while trying to address different learning levels in the classroom, Dr. Gilbert stated that there should be evidence of differentiated instruction in the teacher's lesson plan. Dr. Grizzard noted that she has met with teachers and shared different strategies that can be used everyday in the classroom.

IV. DISCUSSION OF INTEREST-BASED BARGAINING

Mr. Ringstaff provided the Board with a document detailing Public Chapter 378—The Professional Educators Collaborative Conferencing Act of 2011, which completely abolished the Education Professional Negotiations Act. TOSS in conjunction with other stakeholders will develop a training program that LEA's must implement by July 1, 2012. The system's existing contract with MEA does not expire until June 30, 2012. This requires collaborative conferencing on salaries and wages, insurance, fringe benefits, leave, grievance procedures, payroll deductions, and working conditions. An MOU is required that shall be valid for up to three years. If there is no agreement on any items, the Board has the authority to address them according to board policy.

Between October 1 and November 1 of any year, 15% of the professional employees of an LEA must submit in writing a request to conduct collaborative conferencing to the local board. For MCS, that would require 80 teachers to start the process.

No board shall engage in collaborative conferencing unless a majority of those eligible to vote respond yes to the question: Shall the professional employees of this LEA undertake collaborative conferencing with the board of education? If yes, the board shall appoint 7-11 persons to serve as management, and professional employees shall be represented by the same number of persons. Mr. Ringstaff continued to explain the stipulations concerning the representatives. The following items are explicitly prohibited: Differentiated pay plans or incentive compensation programs; expenditures of federal, state, local or private grants; evaluations of professional employees; staffing decisions and state board of education or local board of education policies relating to innovative education programs, innovative high school programs, virtual education programs; personnel decisions such as transfers, assignments, and filling vacancies, and none of these decisions may be based on seniority or length of service; payroll deductions for political activities. Through the process, the two teams may enter into an MOU not to exceed three years.

The Act does not require collaborative conferencing, agreement on any terms, or an MOU. Absent an agreement and MOU on terms and conditions specified for collaborative conferencing in this act, the board of education shall have the authority to address such terms and conditions through board policy.

Mr. Ringstaff asked Board members to contact him if they have any questions.

V. ENERGY EFFICIENCY SCHOOLS UPDATE

Mr. Anderson provided the Board with a copy of the DNJ article titled "City Schools cuts energy consumption." He pointed out that the system conserved 97,752 kilowatt hours during the months of February and March. The system has received recognition for its efforts to conserve energy, and Mr. Anderson has been asked to speak at the state's Energy Management Workshop to be held on December 6. He will discuss how the system obtained the interest-free loans and grants and how the initiatives were implemented that resulted in such large savings. Mrs. Phillips remembered board member Dr. Lon Nuell who had requested an energy audit resulting in the system taking a close look at energy conservation. Mr. Anderson explained that schools reduced consumption, but the utility costs did not decrease due to TVA rate hikes. He also pointed out the great savings at John Pittard are due to the fact that they have a geothermal system. Mr. Anderson stated that he is asking for another interest-free loan. Dr. Andrews stated that she hopes in the future a way to retrofit the other schools with geothermal systems will be developed that is cost effective.

Mr. Anderson made the Board aware of a roofing issue on the old part of MNE that will require replacing the roof.

VI. REVIEW OF NOVEMBER 29, 2011 DRAFT AGENDA

Approval of the Charter Schools Resolution will be added under Action Items.

Mrs. Phillips asked Board members to read out loud the Board's "Code of Ethics" (renamed School Board Accountability Standards) at the next meeting.

VII. OTHER BUSINESS

VIII. ADJOURNMENT

There being no further business, Chair Wade adjourned the meeting at approximately 8:50 p.m.

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Director of Schools

LOCAL FIELD TRIPS FOR BOARD CONSIDERATION AND APPROVAL
NOVEMBER 2011

SCHOOL	GRADE/GROUP PARTICIPATING	INSTRUCTIONAL VALUE OF THE ACTIVITY	COST PER STUDENT	STUDENTS PARTICIPATING	DATE OF TRIP	DESTINATION
BLACK FOX	6	CHARACTER BUILDING, SHARING/HELPING OTHERS	$0	24	11/17/11	ADAMS PLACE
BLACK FOX	2	COMMUNITY SERVICE-HOLIDAY PLAY	$0	105	12/12/11	VA HOSP/STONES RIVER MANOR
BLACK FOX	2	OUTREACH UNDERSTANDING LITERATURE AND STORY TELLING	$0		12/14/11	BW & ST. CLAIR SR CITIZEN CTR
BLACK FOX	5	ENGLISH, READING & SOCIAL STUDIES OBJECTS ARE THE MAIN GOALS	$7.00	116	2/2/12	NASHVILLE CHILDREN'S THEATRE
BRADLEY	3RD - 6TH	STUDENTS WILL WATCH THE PRODUCTION AFTER CLASS STUDY OF POEM	$5.00	210	10/27/11	TUCKER THEATRE, MTSU
BRADLEY	5	DESCRIBE THE ROLE OF TN IN THE CIVIL WAR, CHART COURSE OF EVENTS	$6.50	59	11/14/11	CARNTON PLANTATION, FRANKLIN
CASON LANE	5	CIVIL WAR CULTURE	$7.00	136	11/14/11	CARNTON PLANTATION, FRANKLIN
CASON LANE	3	TO EXPOSE STUDENTS TO HANDS ON SCIENCE EXPERIENCES	$9.50	134	3/12/12	ADVENTURE SCIENCE CENTER
DSRR	6	DEMONSTRATE SYMBOLIC REPRESENTATION BY CREATING A TEAM FLAG	$0.00	23	11/1/11	MTSU - AUDIO/VISUAL DEPT
DSRR	3RD - 6TH	PHOTOGRAPHY CLUSTER FIELD TRIP. TO TAKE PICTURES OF LANDSCAPE	$0.00	15	11/7/11	MTSU
DSRR	3	SHOW STUDENTS LOCATION OF OUR COUNTY GOVERNMENT	$0.00	78	12/2/11	THE SQUARE (COURTHOUSE)
DSRR	4TH - 6TH	HOLIDAY COMMUNITY SERVICE PROJECT	$1.80	18	12/8/11	BELLWOOD
DSRR	5	COLLABORATION WITH THE HONORS COLLEGE /TOURS OF COLLEGE STUDIES	$0	16	10/24/11	MTSU CAMPUS
DSRR	5	COLLABORATION WITH THE HONORS COLLEGE /TOURS OF COLLEGE STUDIES	$0	16	10/31/11	MTSU CAMPUS
DSRR	5	COLLABORATION WITH THE HONORS COLLEGE /TOURS OF COLLEGE STUDIES	$0	16	11/7/11	MTSU CAMPUS
DSRR	5	COLLABORATION WITH THE HONORS COLLEGE /TOURS OF COLLEGE STUDIES	$0	16	11/14/11	MTSU CAMPUS
DSRR	5	COLLABORATION WITH THE HONORS COLLEGE /TOURS OF COLLEGE STUDIES	$0	16	11/21/11	MTSU CAMPUS
DSRR	5	COLLABORATION WITH THE HONORS COLLEGE /TOURS OF COLLEGE STUDIES	$0	16	11/28/11	MTSU CAMPUS
DSRR	2	ENHANCE KEY SCIENCE CONCEPTS WITH HANDS ON ACTIVITIES	$6	60	12/13/11	DISCOVERY CENTER
HOBGOOD	6	TOUR HEALTH FACILITY AND DELIVER POINSETTIAS THAT STUDENTS GREW	$1	41	12/7/11	RUTH COUNTY COMMUNITY CARE
HOBGOOD	5	STUDENTS INTERPRET HOW CULTURE CHANGES OVER TIME	$7.00	52	1/24/12	NASHVILLE CHILDREN'S THEATRE
MNP	1	PARTICIPATE IN A MUSICAL & EXPERIENCE THE VALUE OF GIVING BACK	$0.00	98	12/14/11	STONES RIVER MANOR
NORTHFIELD	5	CIVIL WAR EXPERIENCE	$7.00	100	11/9/11	CARTER HOUSE, FRANKLIN TN
NORTHFIELD	4	FITNESS, SOCIAL DEVELOPMENT, COMMUNITY INVOLVEMENT	$1.50	100	12/14/11	PATTERSON PARK
SCALES	CDC	SOCIALIZATION-IEP GOALS	$5.00	7	12/6/11	PUBLIX, CECE'S YOGURT
SCALES	1	HANDS ON EXPERIENCE WITH MANY AREAS IN SCIENCE	$10.00	147	12/7/11	ADVENTURE SCIENCE CENTER
SCALES	6	TO EXPERIENCE A LIVE PRODUCTION OF LITERATURE THAT IS READ IN CLASS	$9.50	122	1/19/12	NASHVILLE CHILDREN'S THEATRE
SCALES	1	TO EXPERIENCE LITERATURE THROUGH LIVE PERFORMANCE	$7.00	152	3/30/12	TREVECCA-PLAY JUNGLE BOOK
SIEGEL	5 & 6	LEARN MORE ABOUT THE HISTORY OF PRINTING	$4.70	19	12/15/11	JAMES WALKER LIBRARY & GRILLE

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term:	Descriptor No:	Date Adopted:
SCHOOL SUPPORT ORGANIZATIONS	**BO 39**	**9/07**
	Reviewed*/Revision Adopted:** **8/08; *3/11	

Introduction

This policy is adopted in order to implement the requirements set forth in the School Support Organization Financial Accountability Act (T.C.A. §49-2-601 et. seq.). Only a group or organization that has entered into a written cooperative agreement with the Board may use the name, mascot or logo of the school district **or school** to solicit or raise money, materials, property, securities, services, or other things of value.

A civic organization operating concessions or parking at school-sponsored events is not a school support organization subject to this policy.

Definitions

The terms set forth below as used in this policy shall have the same meanings as set forth in T.C.A. §49-2-603:

1. **"Donation" means any gift or contribution of money, materials, property or securities from any nongovernmental source received by a school official or employee for the benefit of a school district, school, school club, or academic, arts, athletic or social activity related to a school;**

2. **"Internal school funds" mean any and all money received and accounted for at individual schools, and specifically include, but are not limited to:**

    a. **Any donation or grant made to the school, a school club, or any academic, arts, athletic or social activity related to a school;**
    b. **Funds for cafeteria services operated at the school;**
    c. **Fees collected by the school;**
    d. **Funds transferred to the local school from the school board that are to be accounted for at the local school level;**
    e. **Funds raised through cooperative agreements with outside organizations;**
    f. **Rental fees charged outside entities for use of school facilities; and**
    g. **Student activity funds;**

3. "School representative" means:

a. When a school support organization's primary purpose is to support a school system or an individual school:

i. A school board member;
ii. The director of schools;
iii. A principal; and
iv. Any individual who is primarily responsible for accounting for school system funds or the funds of an individual school; and

b. When a school support organization's primary purpose is to support a local school club or academic, arts, athletic, or social activity related to a school:

i. A school board member;
ii. The director of schools;
iii. A principal;
iv. Any individual who is primarily responsible for accounting for school system funds or the funds of an individual school; and
v. Any individual who works for the school system and who as part of the individual's employment by the school system is charged with directing or assisting in directing the related school club or activity;

c. "School representative" shall specifically include, but shall not be limited to, coaches, assistant coaches, band directors, or any other school sponsor of a related club or activity;

4. a. "School support organization" means a booster club, foundation, parent teacher association, parent teacher organization, parent teacher support association, or any other nongovernmental organization or group of persons whose primary purpose is to support a school district, school, school club, or academic, arts, athletic or social activities related to a school, that collects or receives money, materials, property or securities from students, parents or members of the general public;

b. For the purposes of this part, a group of persons who merely request that students, parents, or members of the general public make donations to a school district, school, school club, or academic, arts, athletic or social activity related to a school or assist in the raising of funds for a specified purpose under the sponsorship of a school employee where the funds are turned over to the school to be used for the specific purpose for which the funds were raised, shall not be considered a school support organization;

5. "School support organization funds" include all money, materials, property or securities raised by a school support organization or any organization that represents itself to students, parents or members of the general public to be a school support organization; and

6. "Student activity funds" include all money received from any source for school-sponsored student activities or school-sponsored events held at or in connection with a school, and specifically include, but are not limited to, any money:

a. Derived from a school-sponsored academic, art, athletic or social event involving students;
b. Raised by school-sponsored clubs involving students;
c. Raised by school-sponsored fundraisers involving students who are under the supervision of a school employee;
d. Received from a commission for the direct sale of items to students pursuant to a cooperative agreement between the school and an outside organization;
e. Received for the direct sale of items to students from a school-run bookstore located on school grounds;
f. Raised from fees charged students;
g. Obtained from interest from any account that contains student activity funds; or
h. i. Obtained from any related school-sponsored activity that involves the use of school personnel, students, and property during the school day;
ii. For the purpose of subdivision (6)(H)(i), "school day" means the regular hours of operation of the school during which classes are conducted.

Reporting and Records

The Director or the Director's designee shall annually post a list of organizations that are recognized as school support organizations on the school district's website.

Any forms, annual reports, or financial statements shall be open to public inspection as a public record.

Procedures

The Director shall create procedures to oversee the relationship between the Board and any school support organization. These procedures shall include, at a minimum, the following:

1. Any agreement between the Board and a school support organization shall be in writing and signed by the Director or the Director's designee and an authorized agent of the school support organization seeking authorization. This agreement shall contain, at a minimum, the following provisions:

    a. An agreement to abide by any policies and procedures regarding school support organizations; and,
    b. An agreement to indemnify the Board, the Director and all other agents of the local education agency for the actions of the school support organization.

2. Prior to entering into any agreement, a school support organization shall submit the following to the Director or the Director's designee:

    a. Documentation confirming the school support organization's status as a non-profit organization, foundation, or a chartered member of a nonprofit organization or foundation; **provided, however, that nothing in BO 39 or the "School Support Organization Financial Accountability Act" (T.C.A. §49-2-601 et. seq. requires that the organization be a 501(c)(3) organization under the Internal Revenue Code, codified in 26 U.S.C. §501(c)(3).**
    b. A written statement of the goals and objectives of the group or organization;
    c. The principal contact telephone and address, as well as the telephone number, address, and position of each officer of the group or organization; and,

d. A copy of the school support organization's written policy specifying reasonable procedures for accounting, controlling, and safeguarding any money, materials, property, securities, services, or other things of value collected or disbursed by it.

3. The Director shall designate a date prior to the beginning of the regular school year for the school support organization to submit a form to the Director or the Director's designee which verifies the information previously provided by the school support organization is correct, or, if the information is no longer correct, that date shall be the deadline for any corrections.

4. The school support organization shall abide by all applicable Federal, State and local laws, ordinances and regulations in its activities.

5. The school support organization shall maintain, **at a minimum,** a copy of its charter, bylaws, **detailed statements of receipts and disbursements,** minutes **of any meetings,** and documentation of its recognition as a nonprofit organization.

6. The school support organization shall maintain **statements and** financial records for a period of at least four (4) years. **Such documents shall be available upon request by any member of the organization, principal, Director of Schools or Director's designee or the Office of the Comptroller of the Treasury.**

7. The school support organization shall operate within the applicable standards and guidelines set by a related state association, if applicable, and shall not promote, encourage or acquiesce in any violation of student or team eligibility requirements, conduct codes or sportsmanship standards.

8. The school support organization's officers shall ensure that school support organization funds are safeguarded and are spent only for purposes related to the stated goals and objectives of the organization. **The organization shall adopt and maintain a written policy that specifies reasonable procedures for accounting, controlling and safeguarding any money, materials, property or securities collected or disbursed by it.**

9. The school support organization shall obtain the approval of the Director or Director's designee before undertaking any fundraising activity. The Director or Director's designee shall consider, at a minimum, the following when approving or denying a request by a support organization to engage in a fundraising activity:

    a. Whether the fundraising activity, as scheduled, conflicts with the fundraising activity of the school district or an individual school within that district; and,
    b. Whether the fundraising activity is consistent with the goals and mission of the school or school district.

10. The school support organization shall provide access to all books, records, and bank account information for the school support organization to officials of the local school board, local principal, or auditors of the office of the comptroller of the treasury upon request.

11. A school representative cannot act as a treasurer or bookkeeper for a school support organization, or be a signatory on the checks for a school support organization. A majority of the voting members of any school support organization board should not be composed of school representatives.

12. **The school support organization shall file a statement of total revenues and disbursements before the end of each school year.**

The Director may enact procedures to suspend or revoke the authorization of any school support organization for a failure to abide by the policies and procedures regarding school support organizations.

Concessions and Parking

The principal of a school may agree to allow an authorized school support organization to operate and collect money for a concession stand or parking at a related school academic, arts, athletic, or social event on school property without the prior approval of the Director or Director's designee. Any money payable to the school pursuant to the agreement with the principal will be considered school support group funds and not student activity funds if the school support organization provides the school with the relevant collection documentation required by the student activity funds manual produced by the State.

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Legal Reference:

T.C.A. §49-2-601, et seq.

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term:	Descriptor No:	Date Adopted:
STUDENT DISCIPLINARY HEARING AUTHORITY	**STU 24**	**1/01**
	***Reviewed*/Revision Adopted:**	

A Disciplinary Hearing Authority (DHA) will conduct hearings for students who have been suspended, expelled, or remanded for more than ten (10) school days **and who file an appeal of the disciplinary decision, orally or in writing, within five (5) days after receipt of the notice. An appeal may be filed by the parent or guardian, the student or any person holding a teaching license who is employed by the school system if requested by the student**.

The Board **delegates to the Director of Schools the responsibility to appoint members to a DHA. The Director** shall appoint ~~members of the DHA which shall consist of~~ no more than seven (7) members **to the DHA, which shall include three school system administrators and** ~~(maximum number must not exceed total membership of Board)~~, at least two (2) ~~of whom shall be~~ licensed employees of the Board. **The student's principal shall not be a member of the hearing authority. The DHA must include the Special Education Supervisor if the student has been verified as having a disabling condition. The Director of Schools or designee shall serve as the non-voting chair person of the DHA and shall be responsible for scheduling the hearing, *conducting the hearing*, and preparing the written findings of the DHA.** DHA members shall be subject to reappointment. ~~The chair of the DHA should have received appropriate state training.~~ Board members shall not serve on the DHA.

~~The Director of Schools shall appoint a chairman of the DHA from the members appointed by the Board.~~

The **chair** shall perform the following duties:

1. Identify the members of the DHA assigned to hear each individual case;
2. Prepare and disseminate the minutes of each meeting;
3. Set the time, place, and date for each hearing;
4. Notify appropriate persons of each meeting within forty-eight (48) hours of receiving notification of the suspension/expulsion; and
5. Sign and maintain a copy of the minutes of each meeting.

Each hearing shall be conducted by at least three (3) members of the DHA, one of which must be a licensed employee of the Board. The hearing must be held; a decision must be rendered; and notification of the decision must be provided to the parents and/or student and the principal no later than ten (10) days after the beginning of the suspension/expulsion. ***The DHA shall give written notice of the time and place of the hearing to the parent or guardian, the student, the***

school official who ordered the suspension, and the MCS licensed employee who filed the request for the hearing if applicable. Notification of the decision shall include a statement of the right of either party within five (5) days after receiving the decision to request a review by the Board.

The DHA may take the following disciplinary actions:

1. Affirm the decision of the school principal;
2. Order removal of the suspension/expulsion unconditionally;
3. Order removal of the suspension/expulsion upon such terms and conditions as it deems reasonable **within the policies of the Board and State law**;
4. Remand the student to alternative placement; **or**
5. Suspend/Expel/~~Remand~~ the student **from any school or assign to alternative placement** for a specified period of time.*

A written record of the proceedings, including a summary of the facts and the reasons supporting the decision, shall be made by the DHA.

Only after exhausting appeal procedures, the principal, *principal-teacher, assistant principal* or the student (or the student's parents) may request review by the Board of Education. The appeal to the Board must be presented to the Director in writing within five (5) days after the date of the Disciplinary Hearing Authority *decision*. Absent a timely appeal, the decision shall be final.

If a review of the hearing is requested by either the student or principal, the Board shall either review the record or grant a second hearing.

If the Board chooses to review the record it shall:

1. Affirm the decision of the hearing authority; or
2. Modify the decision to a lesser penalty*; or
3. Grant a hearing before the Board.

If the Board chooses to grant a hearing, it may:

1. Affirm the decision of the hearing authority; or
2. Modify the decision in any manner **including imposing a lesser or more severe penalty than that of the DHA*.**
3. ~~Impose a more severe penalty than that of the hearing authority.~~

If the Board conducts a hearing as a result of a request for review by a student, principal, principal-teacher or assistant principal, then, notwithstanding any provision of the open meetings laws compiled in title 8, chapter 44, or other law to the contrary, the hearing shall be closed to the public, unless the student or student's parent or guardian requests in writing within five (5) days after receipt of the written notice of the hearing that the hearing be conducted as an open meeting. If the Board conducts a hearing as a result of a request for review by a student, principal, principal-teacher, or assistant principal that is closed to the public, then the Board shall not conduct any business, discuss any subject or take a vote on any matter other than the appeal to be heard. Nothing in this policy or T.C.A. §49-6-3401(c)(6) shall act to exclude the Department of Children's Services from the disciplinary

hearings when the Department of children's Services is exercising its obligations under T.C.A. §37-1-140.

The action of the Board shall be final.

***Note: Notwithstanding anything herein to the contrary, if the student is determined to have knowingly violated the zero-tolerance prohibitions against firearms, drugs, drug paraphernalia, or assault on a school employee and has been given fair due process procedures, only the Director may modify the one calendar year suspension from school.**

~~*Note: Zero tolerance offenses set forth in statute (firearms, drug possession, and battery upon a school employee) require mandatory calendar year expulsion or assignment to alternative placement for a calendar year unless modified by the Director of Schools.~~

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Legal Reference:

T.C.A. 49-6-3401(c)(4)
T.C.A. 39-17-1309; 18 U.S.C. 921
T.C.A. 49-6-4216 (Zero Tolerance)
T.C.A. 49-6-4202 (Definitions of dangerous weapons, drugs, drug paraphernalia, etc.)
T.C.A. 49-6-3401 (Suspension of Students)
T.C.A. 49-6-4209
T.C.A. 49-6-3402

Tennessee Department of Education
Report of Local Education Agency Compliance
For Public and Category I Non-Public Schools Grades PK-12

The Report of Local Education Agency (LEA) Compliance is one document used by the Department of Education in the process for approving LEAs. Please be advised that LEAs are required to comply with all state law and state board of education rules pertaining to them. The commissioner of education is responsible for ensuring all school laws and rules of the state board of education are faithfully executed. As part of the compliance report of the LEA, the status of the LEA with respect to the legal duties and responsibilities should be carefully checked. Some laws and rules are monitored through other data sources such as the LEA calendar, teacher, student and class information. All data sources will be considered in the approval process.

I certify that, except for those items listed in the attached document which includes a compliance plan for each item, the LEA is in compliance with all Tennessee statutes and state board of education rules.

An Area of Non-compliance Form is attached: Yes _____ **No** ✓

LEA Name: Murfreesboro City Schools

Director of Schools Signature: _____

Date of Board Approval: _____

Board Chair Signature: _____

Please complete and mail this document and the Area of Non-compliance Form (if applicable) to:

PUBLIC SCHOOL SYSTEMS **RETURN COMPLETED FORM TO:** Tennessee Department of Education Office of School Approval 6th Floor, Andrew Johnson Tower 710 James Robertson Parkway Nashville, TN 37243	**DUE DATE:** **December 1, 2011**

For your convenience, the following is a list of helpful links. If you have questions regarding applicable laws or state board of education rules, please contact the Department's Office of General Counsel, 615-741-2921.

- New public chapters from the most recent legislative session:
  - http://www.tennessee.gov/education/legal/doc/legislative_summary2011.pdf
- New and pending state board of education rules:
  - http://www.tennessee.gov/sbe/rul_reg.html
- State board of education frequently asked questions:
  - http://www.tennessee.gov/sbe/faq.html
- Tennessee Code Annotated:
  - http://www.michie.com/tennessee/lpext.dll?f=templates&fn=main-h.htm&cp=tncode
- Department of education school approval webpage:
  - http://www.tennessee.gov/education/schapproval/index.shtml
- Nonexhaustive list of state laws applicable to Category I non-public schools:
  - http://tn.gov/education/nonpublic/doc/statutes_cate_I_VII_private_schools.pdf

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term:	Descriptor No:	Date Adopted:
POLICY DEVELOPMENT	**BO 10**	**6/10**
	***Reviewed*/Revision Adopted:** **3/11**	

The Board shall reserve for itself the function of providing guides for the discretionary action of those to whom it delegates authority. These guides for discretionary action shall constitute the policies governing the operation of the school system. They shall be recorded in writing.

The formulation and adoption of these written policies shall constitute the basic method by which the Board shall exercise its leadership in the operation of the school system. The study and evaluation of reports concerning the execution of its written policies shall constitute the basic method by which the Board shall exercise its control over the operation of the school system.

The Board accepts the definition of policy set forth by the National School Boards Association:

> *Policies are principles adopted by the School Board to chart a course of action. They tell what is wanted; they may include why and how much. Policies should be broad enough to indicate a line of action to be followed by the administration in meeting a number of problems, narrow enough to give clear guidance. Policies are guides for action by the administration who then sets the rules and regulations to provide specific directions to school district personnel.*

The formal adoption of policies shall be recorded in the minutes of the Board. Only those written statements so adopted and recorded shall be regarded as official Board policy.

Adoption of new policies, or changing existing policies, is solely the responsibility of the Board.

Proposals for new policies, or changes to existing policies, may be initiated in writing by any Board member or by any employee of the Board. The policy proposals shall be referred to the Director of Schools for consultation with the attorney, staff, principals, teachers, the community, or others as may be deemed appropriate. This consultation if indicated should be accomplished prior to presentation to the Board through a regular or special meeting.

Adoption of policy proposals requires two readings at regular or special called meetings of the Board, except as provided below. Thus, time shall be given to permit further study and also to give opportunity for interested parties to react.

Upon the advice and consent of the Chair and Director, the Board may designate minor changes to policies as editorial in nature or as necessary to conform to a change of policy. Accordingly, the Board may accept such changes without promulgating those changes through the normal two vote process. Formal notice of changes to Board policies made through this provision shall appear on the next Board's agenda under Consent Items. For example, if the Board changes a policy and other policies are affected by that change, then changes made to other policies may be regarded as necessary to conform, and thus not require two votes.

When new policies are adopted or existing policies are amended, revised policy pages shall be distributed by the Director of Schools.

The item of policy review shall be on the agenda on or before the regular July meeting of the Board each year. This assures compliance with the law which requires that policies be reviewed/updated within a two-year period. Policy adoption and/or revision may be effected by a majority of the Board.

All policies passed by the Board become binding immediately upon passage or as so stipulated in the policy.

The Board will make every effort to ensure that its policies conform to the high supremacy of state and federal laws, including the provisions of State and U.S. Constitutions.

Legal References:

T.C.A. 49-2-207

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term:	Descriptor No:	Date Adopted:
PETTY CASH ACCOUNTS	**FM 1**	**12/97**
	***Reviewed*/Revision Adopted:** **2/01**	

In order to facilitate refunds and minor purchases, the central office and the individual schools (including extended school programs) in the system may maintain petty cash funds. These funds will be used for the payment of permissible and properly itemized bills for materials, supplies, or services under conditions calling for immediate payments. The Board shall determine the maximum amount to be available in any fund.

The Director of Schools or the Director's designee shall be responsible for disbursing and accounting for money from the central office fund. The principal or site director for extended school programs in each school shall have the same responsibility regarding individual school funds.

Expenditures against these funds must be itemized and will be charged to the applicable budget code. After a budget item is exhausted, no expenditures against the item may be made from petty cash.

Itemized expenditures from the individual school funds shall be maintained and kept on file at each school. Expenditures made from the central office fund and extended school funds shall be itemized and kept on file **in the Finance Department at the central office.** ~~with the Director's designee~~.

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Legal Reference:

Tennessee Internal School Financial Management Manual, Section 5.

Tennessee Internal School Uniform Accounting Policy Manual; Section 4-19
T.C.A. 49-2-203(a)(11)
T.C.A. 49-2-301(f)(2); TRR/MS 0520-1-2-.13(2)(a)
Murfreesboro City Charter 1594

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term:	**Descriptor No:**	**Date Adopted:**
ANNUAL OPERATING BUDGET	**FM 2**	**4/79**
	***Reviewed*/Revision Adopted:** **9/93; 3/01**	

The school system budget is the operational plan stated in financial terms which describes the programs to be conducted during the fiscal year which begins July 1 and ends June 30 **the following year**.

PREPARATION PROCEDURES

Budget planning shall include an analysis of previous staffing, curriculum and facilities, and projections requiring additional staffing, curriculum modifications, or additional facilities.

Budget preparation shall be the responsibility of the Director of Schools and the Chairman of the Board. The Director of Schools shall involve the staff, including requests from department heads and principals, all of whom may seek advice and suggestions from other staff and faculty members.

The Director of Schools and the Chairman of the Board shall develop a budget preparation calendar no later than **February 1st** ~~April 1~~ of the current school year. The calendar shall be used as a guide for coordinating the budgetary activities of individuals and groups, collecting budget data, reviewing budget problems, and making budget decisions.

HEARING AND REVIEWS

The proposed budget will be available for inspection by various interested citizens or groups in the office of the Director of Schools.

FINAL ADOPTION PROCEDURES

The Board shall adopt a budget and submit it to the City Manager for submission to the City Council for study and consideration prior to May **1st** ~~15~~.

The Director of Schools shall file with the Commissioner of Education a copy of the adopted budget **by August 1**.

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Legal References:

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term:	Descriptor No:	Date Adopted:
ACCOUNTING SYSTEM, FINANCIAL RPORTS AND RECORDS	**FM 5**	**4/79**
	***Reviewed*/Revision Adopted:** **9/93; 3/01**	

The Board shall direct the Director of Schools to assure that an accounting system is maintained that will provide information necessary for the efficient administration of the system. The accounting system shall be designed to give assurance to the Board and its constituents that school funds are being accounted for and administered properly.

Central Office

The Director of Schools shall maintain a system of accounting, arranged according to the regulations prescribed by the Commissioner of Education, which provide a detailed and accurate account of all receipts and disbursements of the schools.

Individual Schools

The Board authorizes each respective school under its jurisdiction to receive activity funds (i.e. school picture money). ~~and school lunch funds~~.

The Board shall hold each principal responsible for the management of all internal accounts under his/her jurisdiction in accordance with the *Tennessee Internal School Uniform Accounting Policy Manual*.

FINANCIAL RECORDS

The Director of Schools shall maintain financial records as required by regulation and applicable state and federal law.

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Legal References:

T.C.A. 49-3-316(a)(1)
T.C.A. 49-2-110

stocking of parts, and training expenses. Any bid that is not the low bid will require Board approval. Monthly summaries of bids shall be submitted to the Board of Education.

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

EMERGENCY PURCHASES

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

Purchases made by anyone not authorized by the appropriate officials shall become the personal responsibility of the persons making the purchase agreement. The Board will not, under any circumstances, be responsible for payment for any material or supplies purchased by unauthorized individuals or in an unprescribed manner.

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

STATE BID PURCHASE AUTHORITY

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

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

LOCAL PURCHASING

The Board will purchase locally whenever other conditions are comparable.

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Legal Reference:

T.C.A. 49-2-206(3)

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term:	Descriptor No:	Date Adopted:
PURCHASING AUTHORITY	**FM 8**	**4/79**
	***Reviewed*/Revision Adopted:**	
	9/93; 3/01	

The Board will purchase competitively and seek maximum educational value for every dollar expended. The Director of Schools and Chair of the Board shall serve as the purchasing committee for the Board. Authorizations to purchase shall be provided by the Board and shall fall into the following two (2) categories:

GENERAL PURCHASE AUTHORITY

General purchases shall include expenditures for supplies, salaries, and general expenditures required for the operation of the school system. These expenditures shall be anticipated and provided for in the budget and will normally be authorized through budget approval. Items for long-term use such as vehicles, contracts, major equipment, and supplies of an unusual quantity or nature will be authorized through budget approval. The Director of Schools shall make all general and line item purchases without further Board authorization; however, the Board shall be promptly informed if any substantial variation from budgeted estimates becomes necessary.

All purchases shall be made in accordance with Tennessee State Law. All purchases of supplies, materials, and equipment in excess of ten thousand dollars ($10,000), including those of individual schools, shall be based upon competitive bids. These bids shall be solicited by advertisement in a newspaper of general circulation in the district. However, said newspaper advertisement may be waived by the purchasing agent in case of emergency. The purchasing agent shall advertise for bids. However, bids are not required where the purchases will be made from State of Federal GSA Contract. Also, when the purchasing agent deems that the state contract is not in the best interest of the taxpayer, alternative pricing will be obtained.

All purchases estimated to be between $500 to $10,000, including those of individual schools, may be made in the open market without newspaper notice, but shall be based on at least three (3) competitive quotes.

The lowest and best bid shall be accepted, provided the Board reserves the right to reject any or all bids. Any bid may be withdrawn prior to the scheduled time for opening of bids. Any bid received after the time and date specified will not be considered. The Board recognizes that the lowest bid may not be the most responsible nor most advantageous to the public. Factors to be considered should include the responsibility of the bidders, warranty offered, availability of service parts, past service experience, life cycle costing,

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term:	Descriptor No:	Date Adopted:
SALES CALLS, DEMONSTRATIONS AND VENDOR RELATIONS	**FM 9**	**4/79**
	***Reviewed*/Revision Adopted:** **3/01**	

Sales representatives are not permitted to call on teachers or other school staff members at the schools without authorization from the central office or the school administrative staff. (i.e. principal, assistant principal)

No member of the Board or employees of the district will accept gifts from any person, group, or entity doing, or desiring to do, business with the district; and all business-related gratitudes are specifically prohibited except nominal in value advertising items widely distributed.

Legal Reference:

T.C.A. 49-6-2003

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term:	Descriptor No:	Date Adopted:
AUTHORIZED SIGNATURES AND EXPENDITURE OF FUNDS	**FM 12**	**3/01**
	***Reviewed*/Revision Adopted:**	

CENTRAL OFFICE

The Board Chair or designee shall countersign all checks authorized by the Board of Education which are issued and signed by the Director of Schools for all expenditures of the school system.

The Board authorizes the use of mechanical equipment **or computer software** by the Chair of the Board or the Director of Schools, if they so desire, to affix their signatures to public school warrants.

INDIVIDUAL SCHOOL

The principal of each school shall countersign each check drawn on the activity fund by the appropriate sponsor, director or manager.

Individual schools are not separate legal entities. Therefore, any action taken by a school employee on behalf of a school might be construed as being binding on the Board. To control this risk, no individual school employee will enter into any contract that commits the school to any action or payment which cannot be paid by student activity funds available at the time of contracting without authorization by the Director of Schools, and no such contract shall extend for a term beyond one year. Any such written contract shall be reviewed and approved in writing by the school attorney and Director of Schools prior to any school employee signing such contract.

All such expenses shall be in accordance with the *Tennessee Internal School Uniform Accounting Policy Manual.* Restricted account expenditures require the account sponsor's approval prior to expense. No payroll checks will be written to employees from the internal school activity fund account. Any supplemental compensation owed by the Board for extracurricular activities must be processed through the Director of Schools' office in the same manner as salary and other payroll payments. All schools will forward monies to Central Office before payroll will be processed. Substitute teacher's salaries related to restricted class and club accounts will be paid by the Board upon receipt of monies by the school from the appropriate class or club account.

Employees who authorize or contract for any obligation in violation of this policy shall assume personal responsibility for the payment of the obligation, shall be subject to

discipline, up to and including termnation, and shall be subject to applicable civil and criminal proceedings. Any obligation, authorization for expenditure or expenditure made in violation of the law and this policy shall be illegal and void.

Legal References:

T.C.A. 49-2-113
T.C.A. 49-2-110

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term:	**Descriptor No:**	**Date Adopted:**
PURCHASE REQUISITIONS AND PURCHASE ORDERS	**FM 16**	
	***Reviewed*/Revision Adopted:**	

All Purchases shall be made on authorized requisitions and purchase orders prepared by appropriate personnel.

1. Requisition for Purchase Order Forms are available at all schools and the Central Office, School Nutrition, Extended School Program, and the Maintenance and Transportation Department.

2. All purchases made by the district in excess of $100 shall be by purchase order or formal contract. No purchase shall be made, nor payment approved, unless covered by an approved purchase order, nor shall bills be submitted to the Board for approval unless purchased by approved purchase orders.

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term:	**Descriptor No:**	**Date Adopted:**
PAYROLL PROCEDURES	**FM 17**	
	***Reviewed*/Revision Adopted:**	

The System-wide payday schedules will be determined, prepared and posted prior to June 30th of each year for the following year by the Finance Department.

All pay amounts will be directly deposited to the employee's account.

Payroll Procedures shall be as Follows:

1. All Employees who are paid monthly shall be paid 12 times per year.

2. All Employees who are paid hourly shall be paid every other week for which they are employed and have provided by the scheduled due date appropriate records of time worked.

No advance monies will be made prior to scheduled pay dates.

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Legal Reference:

T.C.A. 49-3-306

RESOLUTION

A RESOLUTION OF THE MURFREESBORO CITY SCHOOLS BOARD OF EDUCATION IN OPPOSITION TO ANY EFFORT TO CREATE A VOUCHER PROGRAM IN TENNESSEE

WHEREAS the Murfreesboro City Schools Board of Education is responsible for providing a local system of public education; and

WHEREAS public education unifies America and forms the bedrock of our freedom as a nation; and

WHEREAS there is pending legislation before the Tennessee General Assembly that would create a voucher program allowing students to use public education funds to pay for private school tuition; and

WHEREAS the State of Tennessee, through the work of the Tennessee General Assembly, the Tennessee Department of Education, the State Board of Education, and local school boards, have begun a vigorous, intentional approach to reform the state's public schools, and advocating for vouchers would signal giving up on the reform they have begun to implement; and

WHEREAS the research regarding vouchers has resulted in broad inconsistencies across grade levels, content areas, and racial groups; and

WHEREAS test scores of students who use vouchers for private school education are largely indistinguishable from students who remain in public schools, and in fact, promises of dramatic improvement in student achievement through the use of vouchers are not supported by evidence; and

WHEREAS vouchers divert critical dollars away from already under-funded public schools and bleed school districts of funds needed for building upkeep, transportation, and staff; and

WHEREAS vouchers pose a serious threat to values that are vital to the health of American democracy, such as the inclusiveness of all children, because they channel tax dollars to private schools that regularly show favoritism or discrimination in selecting students and reject applicants because of low achievement, discipline issues, and other elements; and

WHEREAS vouchers undermine our system of public education that accepts children, regardless of their ability to pay a fee for their education, and offer nothing to families who cannot come up with the remaining funds to cover the tuition costs of private schools;

THEREFORE BE IT RESOLVED THAT THE MURFREESBORO CITY SCHOOL BOARD opposes any effort to create a voucher program in Tennessee that would divert money intended for public education to private schools.

Mary Wade, Chair	**Nancy Phillips**
Nancy Duggin, Vice Chair	**Dennis Rainier**
Susan Andrews	**Collier Smith**
Butch Campbell	

REFERENCES

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MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term:	Descriptor No:	Date Adopted:
SCHOOL BOARD ACCOUNTABILITY STANDARDS	**BO 38**	**4/06**
	Reviewed*/Revision Adopted:** **11/08; *3/11	

The Board adopts this Code of Ethics as recommended by the Tennessee School Boards Association as a guide to its members as they provide educational leadership for the youth of our state. The Board further agrees that ethical issues regarding the Board or its members may be referred to the TSBA Ethics Advisory Council.

ARTICLE I. MY RELATIONS TO THE CHILDREN

Section 1. I will at all times think in terms of "children first," always determining other important things according to how they affect education and training of children.

Section 2. I will seek to provide equal educational opportunities for all children regardless of ability, race, color, sex, creed or location of residence.

ARTICLE II. MY RELATIONS TO MY COMMUNITY

Section 1. I will endeavor to appraise fairly both the present and future educational needs of the community and to support improvements as finances permit.

Section 2. I will represent at all times the entire school community and refuse to represent special interests or partisan politics.

Section 3. I will endeavor to keep the community informed about the progress and needs of the schools.

ARTICLE III. MY RELATIONS TO TEACHERS AND PERSONNEL

Section 1. I will support the employment of those persons best qualified to serve as employees and insist on a regular and impartial evaluation of all staff.

Section 2. I will support and protect personnel in performance of their duties.

Section 3. I will not criticize employees publicly but will make such criticism to the Director of Schools for investigation and action if necessary.

ARTICLE IV. MY RELATIONS WITH OTHER BOARD MEMBERS

Section 1. I will recognize that authority rests only with the Board in official meetings and that the individual member has no legal status outside of such meetings.

Section 2. I will refuse to make promises as to how I will vote on a matter which should properly come before the Board as a whole.

Section 3. I will make decisions only after full discussion of matters at a Board meeting.

Section 4. I will respect the opinion of other members and will accept the principle of "majority rule."

ARTICLE V. MY RELATIONS WITH THE DIRECTOR OF SCHOOLS

Section 1. I will support full administrative authority as well as responsibility for the Director of Schools to properly discharge all professional duties.

Section 2. I will support Director of Schools' accountability for working and requiring staff to work within the framework of policies set up by the Board.

Section 3. I will refer all complaints and concerns to the Director of Schools.

ARTICLE VI. MY RELATIONS TO MYSELF

Section 1. I will be informed about my duties and responsibilities and current educational issues by individual study and through participation in programs providing needed information, such as those sponsored by my state and national school boards associations.

Section 2. I will avoid being placed in a position of conflict of interest, and will refrain from using my Board position for personal or partisan gain.

MCS Resignations, Retirements, Leave of Absence and New Hires as of 11/18/2011

Licensed Personnel Hired

Last Name	First Name	Location	Position
Deese	Kelly	MNE	4th grade
Bentley	Christopher	HG	4th grade
Winburn	Sara Beth	BW	Pre K (was interim)

Leave Of Absence ~ Instructional Personnel

Last Name	First Name	Location
Masteller	Amanda	MNP

Interim Instructional Personnel

Last Name	First Name	Location
Prater	Rachel	MNP

Resignations

Last Name	First Name	Location
Herrman	Amanda	ESE
Reynolds	Beth	DSRR
Threet	Kathryn	BW
Tate	Randy	MNE
Tillman	Shermel	HG
Wimberly	Angel	BW
Leathers	Toni	MNE
Bowe	Lisa	MNP

Classified Personnel Hired

Last Name	First Name	Location	Position
Tate	Randy	MNE	EA
Hipp	Debra	MNE	EA

COMPARISON OF BUDGET TOTALS
July 1, 2011 Thru October 31, 2011

TOTAL INCOME	**7/1/11 - 10/31/11**	**$**	**11,789,814**
TOTAL EXPENSES	**7/1/11 - 10/31/11**		**16,972,837**
NET INCOME	**10/31/11**	**$**	**(5,183,023)**

YEAR-TO-DATE REVENUE COMPARISON

DATE: OCTOBER 2011

BUDGET CLASS.	2010-11 BUDGET	2010-11 YTD REV.	2010-11 OVR/(UNDR) BUDGET	2010-11 %	2011-12 BUDGET	2011-12 YTD REV.	2011-12 OVR/(UNDR) BUDGET	2011-12 %
40110-Current Prop. Tax	$10,230,300.00	$0	(10,230,300)	0.0%	$10,240,500.00	$185.35	$ (10,240,315)	0.0%
40210-Local Option Sales Tax	6,307,000	1,078,274	(5,228,726)	17.1%	6,654,800	1,122,697	(5,532,103)	16.9%
40000-41110-Other County Rev	1,341,100	438,577	(902,523)	32.7%	1,517,700	363,445	(1,154,255)	23.9%
44000-Other Local Revenue	257,070	62,368	(194,702)	24.3%	307,600	47,632	(259,968)	15.5%
46511-Basic Educ. Program	27,575,000	8,396,400	(19,178,600)	30.4%	28,075,000	8,434,500	(19,640,500)	30.0%
46530-Energy Efficient Schools	-	-	-	N/A	-	151,251	151,251	N/A
46512-BEP ARRA	-	-	-	N/A	-	-	-	N/A
46615-Ext. Contract - ARRA	-	81,098	81,098	N/A	-	-	-	N/A
46990-Other State Funds	669,201	12,789	(656,412)	1.9%	455,450	12,819	(442,631)	2.8%
46592-CONNECT TEN ARRA	-	-	-	N/A	-	-	-	N/A
46595-Family Resource ARRA	-	-	-	N/A	25,000	-	(25,000)	N/A
46595-SSMS ARRA	-	18,052	18,052	N/A	-	18,372	18,372	N/A
47000- Federal Funds	7,000	31,403	24,403	448.6%	31,403	35,545	4,142	113.2%
49810-Approp./City Gen. Fund	4,810,103	1,603,368	(3,206,735)	33.3%	4,810,103	1,603,368	(3,206,735)	33.3%
49820-Operating Transfers	-	-	-	N/A	-	-	-	N/A
TOTALS	***$ 51,196,774***	***$ 11,722,327***	***$ (39,474,447)***	***22.9%***	***$ 52,117,556***	***$ 11,789,814***	***$ (40,327,742)***	***22.6%***

YEAR-TO-DATE EXPENDITURE COMPARISON

DATE: OCTOBER 2011

BUDGET CLASS.	2010-11 BUDGET	2010-11 YTD EXP.	2010-11 OVR/(UNDR) BUDGET	2010-11 %	2011-12 BUDGET	2011-12 YTD EXP.	2011-12 OVR/(UNDR) BUDGET	2011-12 %
71100-Reg. Instruction	$30,413,933.00	$9,195,459.40	$ (21,218,474)	30.2%	$31,132,877.00	$9,794,457.51	$ (21,338,419)	31.5%
71200-Sp. Ed. Instr.	3,114,368	933,384	(2,180,984)	30.0%	3,359,032	970,542	(2,388,490)	28.9%
72110-Attendance	78,711	37,833	(40,878)	48.1%	82,517	38,682	(43,835)	46.9%
72120-Health Services	392,625	145,525	(247,100)	37.1%	417,785	114,889	(302,896)	27.5%
72130-Guidance	950,134	289,551	(660,583)	30.5%	1,111,999	311,479	(800,520)	28.0%
72210-Reg. Instr. Spprt.	1,453,556	418,538	(1,035,018)	28.8%	1,342,616	394,591	(948,025)	29.4%
72220-Sp. Ed. Support	641,222	202,681	(438,542)	31.6%	756,621	151,285	(605,336)	20.0%
72310-Bd. Of Educ.	1,068,760	91,942	(976,818)	8.6%	1,059,460	437,582	(621,878)	41.3%
72320-Office of Supt.	312,163	96,136	(216,027)	30.8%	291,185	99,784	(191,401)	34.3%
72410-Office of Prin.	2,425,283	779,517	(1,645,766)	32.1%	2,552,738	851,676	(1,701,062)	33.4%
72510-Fiscal Services	509,042	160,197	(348,845)	31.5%	510,649	152,430	(358,219)	29.9%
72520-Personnel Services	251,734	127,095	-	NA	291,833	75,135	(216,698)	25.7%
72610-Oper. Of Plant	4,724,602	1,233,982	(3,490,620)	26.1%	4,659,099	1,348,327	(3,310,772)	28.9%
72620-Maint. Of Plant	1,273,339	426,271	(847,068)	33.5%	1,313,993	410,536	(903,457)	31.2%
72710-Pupil Transp.	1,534,636	470,961	(1,063,675)	30.7%	1,573,325	659,635	(913,690)	41.9%
72810-Other Support	719,895	476,699	(243,196)	66.2%	622,671	423,565	(199,106)	68.0%
73300-Community Servic	261,315	86,930	(174,385)	33.3%	274,032	63,846	(210,186)	23.3%
73400-Early Childhood Educ	543,647	185,846	(357,801)	NA	676,364	128,986	(547,378)	19.1%
76100-Reg. Cap. Outlay	500,000	36,748	(463,252)	7.3%	500,000	545,409	45,409	109.1%
TOTALS	***$ 51,168,965***	***$ 15,395,295***	***$ (35,773,670)***	***30.1%***	***$ 52,528,796***	***$ 16,972,837***	***$ (35,555,959)***	***32.3%***

MURFREESBORO CITY SCHOOLS

MEMBERSHIP WITH PTR AND ATTENDANCE REPORT

Third Month October 10 thru November 4, 2011

K-3rd

STATE STANDARD: 20 AVG. (25 MAX.)

	KINDERGRTN.			1ST GRADE			2ND GRADE			3RD GRADE			PUP.	TEA.	PTR
SCHOOL	K	#	P/T	1	#	P/T	2	#	P/T	3	#	P/T	#	#	
Discovery	61	3	20.33	80	4	20.00	60	3	20.00	78	4	19.50	279	14	19.93
Black Fox	129	6	21.50	135	7	19.29	103	5	20.60	110	6	18.33	477	24	19.88
Bradley	48	3	16.00	43	3	14.33	54	3	18.00	58	3	19.33	203	12	16.92
CLA	163	9	18.11	144	7	20.57	129	7	18.43	139	7	19.86	575	30	19.17
E. Siegel	111	6	18.50	103	6	17.17	115	6	19.17	101	6	16.83	430	24	17.92
Hobgood	78	4	19.50	81	4	20.25	73	4	18.25	44	2	22.00	276	14	19.71
MNE										90	5	18.00	90	5	18.00
MNP	112	6	18.67	97	5	19.40	96	6	16.00				305	17	17.94
NE	88	5	17.60	94	5	18.80	94	5	18.80	96	6	16.00	372	21	17.71
J. Pittard	179	9	19.89	146	8	18.25	160	8	20.00	131	7	18.71	616	32	19.25
Scales	145	8	18.13	149	8	18.63	133	7	19.00	165	8	20.63	592	31	19.10
TOTALS	1114	59	18.88	1072	57	18.81	1017	54	18.83	1012	54	18.74	4215	224	18.82

MEMBERSHIP (includes Special Ed)

Current Month	7016
Previous Month	7022
Prev Yr Same Mth	6826

SPECIAL EDUCATION

	# Students	# Teachers	Ratio
E. Siegel	32	5	6.4
MNE	5	1	5
Northfiel	39	4	9.75
Scales	18	3	6
Off Site	2		

BELLWOOD PRE-K

	# Students	# Teachers	Ratio
Regular	446	19	23.47
SpEd	60	7	8.571

4th-6th

STATE STANDARD: 25 AVG. (30 MAX.)

	4TH GRADE			5TH GRADE			6TH GRADE			PUP.	TEA.	PTR
	4	#	P/T	5	#	P/T	6	#	P/T	#	#	
Discovery	61	3	20.33	66	3	22.00	23	1	23.00	150	7	21.43
Black Fox	111	5	22.20	112	5	22.40	93	4	23.25	316	14	22.57
Bradley	51	3	17.00	58	3	19.33	47	3	15.67	156	9	17.33
CLA	127	7	18.14	137	6	22.83	105	5	21.00	369	18	20.50
E. Siegel	126	6	21.00	123	6	20.50	39	2	19.50	288	14	20.57
Hobgood	61	3	20.33	55	3	18.33	39	2	19.50	155	8	19.38
MNE	88	4	22.00	88	5	17.60	40	2	20.00	216	11	19.64
MNP												
NE	103	5	20.60	100	5	20.00	61	3	20.33	264	13	20.31
J. Pittard	145	7	20.71	133	6	22.17	91	4	22.75	369	17	21.71
Scales	151	7	21.57	159	7	22.71	112	5	22.40	422	19	22.21
TOTALS	1024	50	20.48	1031	49	21.04	650	31	20.97	2705	130	20.81

TOTAL COUNT

SCHOOL	REG CLASS PUPIL	REG CLASS TEACH	P/T RATIO	ALL LICENS. PERSON.	TOTAL SCHOOL RATIO
Discovery	429	21	20.43	30	14.30
Black Fox	793	38	20.87	54.5	14.55
Bradley	359	21	17.10	32.8	10.95
CLA	944	48	19.67	65.5	14.41
E. Siegel	718	38	18.89	60.5	11.87
Hobgood	431	22	19.59	37.3	11.55
MNE	306	16	19.13	28.83	10.61
MNP	305	17	17.94	28.33	10.77
NE	636	34	18.71	54.33	11.71
J. Pittard	985	49	20.10	67.33	14.63
Scales	1014	50	20.28	71	14.28
TOTALS	6920	354	19.55	530.42	13.05

ATTENDANCE INFORMATION

Current Month	96.30%
Previous Month	96.30%
Previous Yr Same Month	96.20%

Total System Licensed Personnel (includes Spec Ed and Central Office)	556.42
Total School System Pupil/Licens. Personnel Ratio	12.61