

AGENDA  
MURFREESBORO CITY BOARD OF EDUCATION  
Tuesday, August 23, 2011  
6:30 p.m.—Council Chambers

ORDER OF BUSINESS

I. CALL TO ORDER BY BOARD CHAIR

II. APPROVAL OF AGENDA

III. COMMUNICATIONS

- Congratulations to Bradley Band Teacher Luke Hill who has for the fourth year received a \$5,000 grant from the Bruning Family Foundation, totaling \$20,000. Mr. Hill will purchase an oboe for the band program, and the remainder of the grant will be used to provide individual music tutoring sessions/scholarships for students who show musical promise but who may not be able to take private lessons.
- A LEAPS Grant for \$145,500 has been received to help provide afterschool programming for John Pittard Elementary, Northfield, and Black Fox.
- The 2<sup>nd</sup> Annual Back to School Blast will take place on August 27 from 10:00 a.m. until 2:00 p.m. at Cannonsburgh Village with student performers, activities for children, and community member involvement.

IV. CONSENT ITEMS (Tab 1)

- A. Minutes of the July 26, 2011 Board Meeting and August 9, 2011 Special Called Board Meeting/Policy Work Session
- B. Designation of Coordinator of School Health as the individual who is responsible for coordination of all training/communications on HIV/AIDS and OSHA's Bloodborne Pathogens Standard
- C. School Fees

V. ACTION ITEMS

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

SS 13—Service Animals in District Facilities and Vehicles

PER 20—Personal and Professional Leave for Licensed Personnel

PER 21—Assignment/Transfer or Reassignment of Licensed Personnel

PER 25—Sick Leave for Licensed Personnel

PER 26—Sick Leave for Full-Time Classified Personnel

PER 38—FMLA and Tennessee Maternity Act  
PER 40—Suspension/Dismissal of Non-Licensed Employees

VI. REPORTS/INFORMATION

A. Personnel Report (Tab 3)

1. Licensed Personnel—Resignations, Retirements, Leaves of Absence
2. New Teachers Hired, Interim Instructional Personnel Hired

B. Monthly Revenue and Expenditure Report (Tab 4)

C. Attendance Update (Tab 5)

VII. OTHER BUSINESS

VIII. ADJOURNMENT

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

## MINUTES

### MURFREESBORO CITY SCHOOL BOARD

Tuesday, July 26, 2011

6:30 p.m.—Council Chambers

#### ATTENDANCE

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

Staff: Director Linda Gilbert, Gary Anderson, Cares Brooks, Karen Hawkins, Greg Lyles, Priscilla Van Tries, and Ralph Ring staff.

Others: Staff Attorney Kelley Baker, and others.

#### ORDER OF BUSINESS

##### I. CALL TO ORDER BY BOARD CHAIR

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

##### II. APPROVAL OF AGENDA

On motion by Mr. Campbell and second by Mrs. Duggin, the agenda was approved by acclamation.

##### III. COMMUNICATIONS

- Project SOAR (Special Opportunities for Acceleration and Reinforcement) has been renewed for 2011-12 in the amount of \$194,000. The grant will provide scholarships for at-risk students at Bradley, Hob good, and Mitchell-Neilson Primary and Elementary to attend our after-school program and receive extended learning opportunities.
- Congratulations to the Foundation's 2011 grant recipients. (See attached list)
- All are invited to attend the "Wink in Time" event scheduled for the Oakland Historic Home on July 29, 2011 from 6:00-8:00 p.m. The event is free with food and planned activities, and participants will have an opportunity to see lifestyles from that era.

- Mitchell-Neilson Schools will hold a “Block Party” on Thursday evening, August 4, 2011, from 5:30-7:00 p.m. Students will enjoy pizza, participate in a variety of activities, and from 6:30-7:00 p.m. will have an opportunity to visit with their teacher.

IV. CONSENT ITEMS (Tab 1)

On motion by Mr. Rainier and second by Mr. Campbell, the following consent agenda items were approved:

- A. Minutes of the June 28, 2011 Board Meeting and July 12, 2011 Special Called Meeting/Policy Review Board Meeting
- B. The Agreement of Understanding with Mid-Cumberland Head Start
- C. School Fees

V. ACTION ITEMS

- A. Board Policies on Second Reading (Tab 2)

PER 9—Fringe Benefits for Full-Time Employees (*Revision*)

Mrs. Duggin moved to approve PER 9—Fringe Benefits for Full-Time Employees as presented; Mr. Campbell seconded the motion. On roll call: Campbell—yes; Duggin—yes; Phillips—yes; Rainier—yes; Wade—yes. The motion carried.

STU 58—Interscholastic Athletics (*New Policy*)

Mr. Rainier moved to approve STU 58—Interscholastic Athletics as presented; Mr. Campbell seconded the motion. Mr. Ringstaff clarified that only MCS students can participate in the school system’s interscholastic athletics. Mrs. Phillips noted that the Murfreesboro Parks and Recreation Department has programs that students can participate in if they are home-schooled, in private schools, etc. Mr. Rainier pointed out that parents of students who wish to participate in the athletic programs are responsible for the cost of the required physical exam.

On roll call: Campbell—yes; Duggin—yes; Phillips—yes; Rainier—yes; Wade—yes. The motion carried.

(Dr. Andrews arrived after the action items had been addressed.)

VI. REPORTS/INFORMATION

A. Personnel Update (Tab 3)

B. Monthly Revenue and Expenditure Report (Tab 4)

Mr. Anderson explained that although the net income for June 30, 2011 indicates a deficit of approximately \$2.9 million, the system has already received an additional \$1.445 million for the month of May, and anticipates receiving in the month of June an additional \$750,000 totaling about \$2.2 million which we receive after the fiscal year ends. The true financial status of the system comes when the auditors arrive and close out the accounts when all appropriate income has been received. On the expense side, encumbered expenditures are adjusted at the end of the year; some of those expenditures will be adjusted to fund balance such as the purchase of the laptops. Approximately \$300,000 was encumbered for the purchase of school buses. He noted that health insurance costs increased by \$309,000, and it will take approximately two years to recoup the \$117,000 cost for the early retirement incentive. The Board should receive the year-end financial report in October or November.

C. Camp PRISM—Greg Lyles, Teachers Kelley Kleppinger and Kristy Lewis, Dr. Rebecca Calahan/MTSU

Mr. Lyles provided a video of activities that took place during Camp PRISM (Practice in Science and Math). Students who participated in the camp visited different businesses such as a the Vaught farm, Nissan plant, City Hall with Mayor Bragg, and the city's traffic engineer, etc. Mr. Lyles introduced teachers Casey Sims, Kristy Lewis, MTSU Professor Dr. Rebecca Calahan, and Mr. Johnson Reng who shared his experiences as one of the Lost Boys of Sudan.

D. Junior Achievement—Trent Klingensmith and Leslie Eatherly

Ms. Leslie Eatherly, Academic Program Coordinator in ESP, stated that the system partnered with Junior Achievement serving approximately 1,161 students for more than 100 hours during the after school program. Junior Achievement trained 63 ESP staff members to facilitate the program.

Mr. Trent Klingensmith stated that the objective of the Junior Achievement program is to help students understand the relevance of their education through real life experiences. He showed a video clip of a mock town where students are interviewed for jobs, make purchases, start businesses, etc., immersing them in the business/employment experiences

using their math, science, reading, etc. skills. He stated that he looks forward to expanding the relationship with MCS.

VII. OTHER BUSINESS

VIII. ADJOURNMENT

There being no other business, Chair Wade adjourned the board meeting at approximately 6:55 p.m.

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Director of Schools

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

## MINUTES

MURFREESBORO CITY BOARD OF EDUCATION  
SPECIAL CALLED BOARD MEETING--  
POLICY WORK SESSION  
Tuesday, August 9, 2011  
6:30 p.m.—Central Administration Building

### ATTENDANCE

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

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

Others: City 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 6:33 p.m.

#### II. BOARD POLICY REVIEW

*New Policy:*

SS 13—Service Animals in District Facilities and Vehicles

Mrs. Baker reviewed the American with Disabilities Act as it relates to Board Policy SS 13. She explained that in terms of this policy a service animal is any dog, or miniature horse if deemed appropriate, that must follow strict guidelines relative to the services provided to the student, training, hygiene, vaccinations, spaying/neutering, and must be housebroken. The service animal must be under the control of the handler at all times. MCS is not responsible for supervision, walking, or taking the animal out to relieve itself. Mrs. Baker reviewed section 14—Removal of a Service Animal noting the various reasons an animal could be removed from the school. Also, use of a service animal in a classroom setting will be disallowed due to another individual's conflicting disability only where the conflict cannot be eliminated by modification of policies, practices, or procedures, or by the provision of auxiliary aids or services. Currently, MCS does not have a student requesting the need for a service animal.

On motion by Mr. Campbell and second by Mr. Rainier, Board Policy SS 13 was approved as presented by acclamation. The policy will be brought back to the Board for approval on first reading.

*For Discussion (Proposed Revisions):*

PER 20—Personal and Professional Leave for Licensed Personnel

On motion by Mr. Rainier and second by Mr. Campbell, PER 20 was approved as presented by acclamation. The policy will be brought back to the Board for approval on first reading.

PER 21—Assignment/Transfer or Reassignment of Licensed Personnel

On motion by Mrs. Phillips and second by Dr. Andrews, PER 21 was approved as presented by acclamation. The policy will be brought back to the Board for approval on first reading.

PER 25—Sick Leave for Licensed Personnel

Mr. Campbell voiced a concern that an employee is required to give only one hour notice that he/she will return to work, and the sub will no longer be needed. Mr. Rainier stated that it appears this has not been a problem in the past; if the administration hears that it has become an issue, the policy can be brought back before the Board.

On motion by Mr. Rainier and second by Mrs. Duggin, PER 25 was approved as presented by acclamation. The policy will be brought back to the Board for approval on first reading.

PER 26—Sick Leave for Full-Time Classified Personnel

On motion by Mrs. Phillips and second by Mr. Campbell, PER 26 was approved as presented by acclamation. The policy will be brought back to the Board for approval on first reading.

PER 38—FMLA and Tennessee Maternity Act

On motion by Mr. Rainier and second by Dr. Butrum, PER 38 was approved as presented by acclamation. The policy will be brought back to the Board for approval on first reading.

PER 40—Suspension/Dismissal of Non-Licensed Employees

Mrs. Baker provided the Board with a revision to PER 40 pursuant to T.C.A. §49-2-301(b)(1)(FF) which states that “all persons employed in a position for which no teaching license is required shall be hired at the will of the Director.” Mrs. Baker stated that employees can be disciplined and terminated with no specified reason, although she recommends that documentation be kept of instances that would warrant discipline/termination. It is important that the system be careful that it doesn’t create a due process situation or imply contractual rights. It should be made clear that employees



are hired at-will in the job description, letter offering employment, policy handbook, etc. Mrs. Baker recommended that the Board adopt a simple policy regarding at-will employment for non-licensed employees. The Director can develop through an administrative directive the procedure/steps that would be taken to discipline an employee. Misconduct should be documented and steps to follow for supervisors established. The process can impact whether an employee would be entitled to unemployment benefits.

Dr. Butrum asked if the Board should be notified of these situations; Mrs. Baker stated that it would be up to the Director. Dr. Gilbert stated that she confers with Mrs. Baker in these situations, following legal counsel. Mrs. Baker explained that an investigation on charges filed against an employee would be conducted with the possibility of an employee being placed either on administrative leave (with pay or without pay) depending on the severity of the charges until a determination is made by the Director. Mrs. Baker stated that although information can be shared with the Board now since an employee can no longer appeal to the Board, she cautioned that the Board should not ask about discipline at a Board meeting, and that the Board should protect the liberty interest for an employee's reputation avoiding a charge of slander. If an employee is placed on leave without pay, but then found to be innocent, the employee would be entitled to pay that has been withheld.

Mrs. Phillips asked that it be made clear to employees who will be notified that they are employed at will that they are valuable employees. Dr. Andrews stated that the Board should be careful about the information they request regarding employee situations; they must put their faith in the Director of Schools with no pressure from the Board to hire or fire an individual. Mr. Campbell asked if a timeline should be established for dealing with a disciplinary situation. Mrs. Baker stated that there should not be a timeline as each case is different with some cases easily resolved and others requiring a great deal of time to complete a thorough investigation. Dr. Butrum asked what would happen if a person is caught red-handed committing a crime. Dr. Gilbert stated that it would be dealt with appropriately. Mrs. Baker stated that a person who is arrested/charged cannot be fired until they have been proven guilty; a thorough investigation would take place. Mr. Washington noted that he has had such a case that took a year to resolve.

Mr. Rainier moved to approve PER 40 as presented; Mrs. Duggin seconded the motion. The motion was approved by acclamation. The policy will be brought back to the Board for approval on first reading.

*For Discussion (No Proposed Revisions):*

STU 13—Student Records

Mrs. Farris explained that a new procedure for accepting records and sending records to another system has been established which would involve the principal being the custodian of the records received and sent. The principal will deliver records to the teacher at his/her school. A copy of records being sent to another school system is kept at each school.

On motion by Mrs. Phillips and second by Dr. Andrews, the Board approved no revisions to STU 13 by acclamation.

### III. REVIEW OF DRAFT AUGUST 23, 2011 BOARD MEETING AGENDA

Mrs. Duggin pointed out that with the change in law, Item C under Consent Agenda will need to be removed.

With the change in law pertaining to tenure, it was asked that Mrs. Baker and Mr. Ringstaff review PER 16—Procedure for Granting Tenure and bring the policy before the Board sometime this fall.

Mr. Campbell asked about the status of the Board addressing Dr. Gilbert's contract. Mrs. Wade stated that she will be discussing this with Mrs. Baker following this board meeting. Mr. Rainier asked that Mrs. Baker report to the Board at the next policy session to bring them up to date on the contract and explain for example, an amended contract, a new contract, etc.

### IV. REPORT ON MODEL SCHOOLS CONFERENCE—NANCY DUGGIN, NANCY PHILLIPS, RAY BUTRUM

Mrs. Duggin shared that the State Department has reported on rolling out the common core standards. A new assessment will be used in 2014 that would be scored by artificial intelligence. Teachers are going to need help with the depth of teaching as there are not as many standards but more depth required.

Dr. Butrum reported that he had attended a session facilitated by Dr. Daggett and Mr. Wong on ideas regarding assessment. He stated that studies show low class size does not affect student learning.

### V. VISITOR MANAGEMENT SOFTWARE PROGRAMS

Mr. Anderson provided the Board with information on these programs and will also provide the same information to principals and gain input from them.

### VI. OTHER BUSINESS

Mrs. Wade asked about a program being offered to the school system by Comcast. Mrs. Baker stated that this was presented in Comcast's annual report. Mrs. Tonya Hobbs has been contacted by a Comcast representative. Essentially, low-cost internet and low-cost computers would be made available to students qualifying for free lunches.

Mr. Anderson provided the Board with an attendance report as of the second full day of attendance for students. The report reflected a total enrollment of 7,036 students which is approximately 50 students over what the projected/budgeted enrollment would be for this

school year. Pupil:teacher ratio in K-3 is 19.03 and in 4-6 is 20.84. Enrollment could change after Labor Day. Discovery lost one sixth grade class with students likely enrolling in Central Magnet. Overall, the system gained three sixth grade classes. This is the biggest kindergarten class the system has experienced. He is aware of areas, indicated in pink on the chart, to watch. Scales enrollment is 1,000+, and we may have to look at the CDC classes. The choice school letters have been sent to parents, and we are waiting to see what impact that will have on the enrollment at those schools.

Dr. Gilbert introduced Dr. Tammy Grizzard. Dr. Grizzard stated that she sees her role as the delivery of instruction. Teachers send requests for help ranging from classroom visits to review of lesson plans, etc. Caresa Brooks stated that offering PALS and LETRS training to teachers has had a positive impact on student achievement. The system will work to decrease the number of children in special ed through intervention. A Reading Clinic is planned for Mitchell-Neilson, and a grant has been applied for to help with this initiative. Dr. Gilbert explained that Leslie Eatherly has acquired twelve mentors for each school, and Greg Lyles is working with the Community Council for additional assistance. Mr. Rainier commented that the personnel moves that she made earlier seemed to have helped. Dr. Gilbert stated that great leaders make a huge difference.

Dr. Andrews commented that she has read studies that support small classroom sizes in that they do have an impact on student achievement. Dr. Gilbert added that class size does have an impact, and in addition, the diversity and special needs of children in the class also have a tremendous impact. Mr. Rainier stated that he is concerned about the growth taking place in the western part of the county, which has impacted enrollment at Scales, and asked if City Planning might be asked to report on growth to the Board. Mr. Anderson stated that he receives a monthly report from the Department of Planning. Matthew Blomely has reported to the Board in the past and would do so again if asked.

Dr. Gilbert shared a PowerPoint with the Board titled "Reflections & Future Directions" that had been shared at the systemwide inservice. She noted that Professional Learning Communities are in place with the objectives of a focus on standards, on student learning and on collaboration. Teachers have developed power standards in math, have worked to develop open communication, trust, and district unity. The system focus is on the whole child. Master schedules have been developed that prevent students from missing instructional time, the district intranet is in place, common planning times have been established, assessment teams have been created at each school, and PALS was implemented in all Title schools. An effective intervention program is in place and consistent progress monitoring is taking place.

She reported under AIMS Improvement a comparison of 2009-2010 to 2010-2011 improvement in the percent above target. The end result being that 715 more primary (grades K-2) students are on target, and in grades 3-6, 552 more students are proficient or advanced in math and 200 more in reading. Reading Intervention and PALS and LETRS training have had a very significant impact on student learning. The system does need to improve in science and social studies.

The system is strengthening momentum through Professional Learning Communities, weekly team meetings for all schools, common planning tools, common focus of meetings and working together with special education, ESL and ESP.

Psychologists are now located in the schools, ESL teachers have been assigned to schools in an effort to meet the greatest need in the most efficient manner, and an emphasis is being placed on connecting ESP with the school day and providing additional training for that program.

VII. ADJOURNMENT

There being no further business, Chair Wade adjourned the board meeting at approximately 8:40 p.m.

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Director of Schools

***MISSION STATEMENT***

***To assure academic and personal success  
for each child.***





**MURFREESBORO CITY SCHOOL BOARD POLICY**

<b>Descriptor Term:</b>  <b>SERVICE ANIMALS IN DISTRICT FACILITIES AND VEHICLES</b>	<b>Descriptor No:</b>  <b>SS 13</b>	<b>Date Adopted:</b>
<b>Reviewed/Revision Adopted:</b>		

1 a) It is the policy of the Murfreesboro City Schools (“MCS”) to comply with provisions of  
2 the Americans with Disabilities Act (“ADA”) and its implementing regulations by ensuring that  
3 individuals with disabilities are able to participate in and benefit from the district’s programs,  
4 activities, and services.

5 b) Title II (Public Services) of the ADA, 42 U.S.C. § 12131 *et seq.*, provides that, subject to  
6 the provisions set forth in title II itself, “no qualified individual with a disability shall, by reason  
7 of such disability, be excluded from participation in or be denied the benefits of services,  
8 programs, or activities of a public entity, or be subjected to discrimination by any such entity.”  
9 42 U.S.C. § 12132. To effectuate this policy, the U.S. Department of Justice has promulgated a  
10 regulatory requirement that a public entity “generally ... modify its policies, practices, or  
11 procedures to permit the use of a service animal by an individual with a disability.” 28 C.F.R. §  
12 35.136.

13 c) It is the policy of the Murfreesboro City Schools to permit individuals with disabilities to  
14 be accompanied by a “service animal” in MCS buildings, including classrooms, on MCS  
15 property, on vehicles owned, leased or controlled by MCS, and at MCS school functions, as  
16 required by the ADA and subject to the following requirements and limitations:

17 (1) **Service animal defined:** A service animal is any dog, or miniature horse if deemed  
18 appropriate in accordance with section (c)(13) of this policy, that is individually trained to  
19 perform specific tasks for the benefit of an individual with a disability, including physical,  
20 sensory, psychiatric, intellectual, or other mental disability. Other species of animals, whether  
21 wild or domestic, trained or untrained, are not service animals for purposes of this policy.

22 The work or tasks include but are not limited to, assisting individuals who are blind or have low  
23 vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the  
24 presence of people or sounds, providing non-violent protection or rescue work, pulling a  
25 wheelchair, assisting an individual during a seizure, alerting individuals to the presence of  
26 allergens, retrieving items such as medicine or the telephone, providing physical support and  
27 assistance with balance and stability to individuals with mobility disabilities, and helping persons  
28 with psychiatric and neurological disabilities by preventing or interrupting impulsive or  
29 destructive behaviors. The crime deterrent effects of an animal’s presence and the provision of  
30 emotional support, well-being, comfort, or companionship do not constitute work or tasks for the  
31 purposes of this definition.

32 (2) *Access:* Subject to the other provisions of this policy, an individual with a disability  
33 shall generally be permitted to utilize a service animal that is required because of the individual's  
34 disability and that has been individually trained to do work or a task for the individual.  
35 Individuals with disabilities can be accompanied by their service animals in all areas of MCS's  
36 facilities where members of the public, participants in services, programs, or activities, or  
37 invitees, as relevant, are allowed to go.

38 (3) *Inquiry into individual's need for and training of a service animal:* As provided by  
39 law, no MCS official or employee shall ask an individual using or wishing to use a service  
40 animal about the nature or extent of a person's disability. MCS officials may nevertheless make  
41 two inquiries to determine whether an animal qualifies as a service animal: (i) Is the animal  
42 required because of a disability; and (ii) what work or task has the animal been trained to  
43 perform? MCS shall not require, nor shall any MCS official request that an individual provide,  
44 documentation indicating that the animal has been certified, trained, or licensed as a service  
45 animal. In addition, MCS officials shall not make these inquiries about a service animal when it  
46 is readily apparent that an animal is trained to do work or perform tasks for an individual with a  
47 disability (e.g., the dog is observed guiding an individual who is blind or visually impaired).

48 (4) *Use of service animals by MCS students and employees:* Students and employees  
49 seeking to be accompanied by a service animal on an ongoing basis in MCS buildings and/or  
50 vehicles, shall make a written request to the Director of Schools at 2552 South Church Street,  
51 Murfreesboro, TN 37127. This written request must be delivered to the Director at least ten (10)  
52 business days before the student or employee uses the service animal on MCS property, and must  
53 include proof of current vaccinations for the service animal as required by section (c)(4) of this  
54 policy. In addition, students and employees using a service animal on an ongoing basis must  
55 submit to the Director before the beginning of each academic year written proof that the service  
56 animal's vaccinations are current and up to date.

57 (5) *Use of service animals by visitors to MCS facilities and events:* Visitors (e.g., parents  
58 and other family members of MCS students and employees) need not submit a written request  
59 before using a service animal at MCS facilities and events, but are nevertheless required to  
60 comply with all other requirements of this policy, copies of which are available at each facilities  
61 main office.

62 (6) *Vaccination of service animals:*

63 (a) All dogs used as service animals must have current vaccinations against:  
64 DHLPPC (Distemper, Hepatitis, Leptospirosis, Parainfluenza, Parvovirus,  
65 Coronavirus), Bordetella, and Rabies.

66 (b) All miniature horses used as service animals must have current vaccinations  
67 against: Equine Infectious Anemia (Coggins Test), Rabies, Tetanus,  
68 Encephalomyelitis, Rhinoneumonitis, Influenza, and Strangles.

69 (7) *Hygiene:* All service animals must be:

70 (a) Treated for, and kept free of, fleas and ticks; and

71 (b) Kept clean and groomed to avoid shedding and dander.

72 (8) *Spaying/neutering of service dogs:* All service dogs must be spayed or neutered.

73 (9) *Housebroken:* All service animals must be housebroken.



74 (10) *Service animal under handler's control:* A service animal shall remain under the  
75 control of its handler. In addition, a service animal must have a harness, leash, or other tether,  
76 unless either the handler is unable because of a disability to use a harness, leash, or other tether,  
77 or the use of a harness, leash, or other tether would interfere with the service animal's safe,  
78 effective performance of work or tasks, in which case the service animal must be otherwise  
79 under the handler's control (e.g., voice control, signals, or other effective means). When on  
80 vehicles owned, leased, or controlled by MCS, service animals must be kept near the individual  
81 they are accompanying and out of any aisle, and must not disturb other passengers.

82 (11) *Care and supervision of service animal:* MCS is not responsible for the care or  
83 supervision of a service animal, including walking the animal or responding to the animal's need  
84 to relieve itself.

85 (a) MCS is not responsible for providing a staff member to walk a service animal  
86 or to provide any other care or assistance to the animal.

87 (b) Students with service animals are expected to care and supervise their animal.  
88 In the case of a young child or a student with disabilities who is unable to care  
89 for or supervise his service animal, the student's parents are responsible for  
90 providing care and supervision of the animal. Issues related to the care and  
91 supervision of service animals will be addressed on a case-by-case basis in the  
92 discretion of the facility's administrator.

93 (12) *Liability of owners:* Owners of service animals are liable for any harm or injury caused  
94 by an animal to students, staff, visitors, and/or property.

95 (13) *Miniature Horses:* Requests to permit a miniature horse to accompany a student or  
96 adult with a disability in school buildings, in classroom, or at school functions, will be handled  
97 on a case-by-case basis, considering:

98 (a) The type, size, and weight of the miniature horse and whether the facility can  
99 accommodate these features;

100 (b) Whether the handler has sufficient control of the miniature horse;

101 (c) Whether the miniature horse is housebroken; and

102 (d) Whether the miniature horse's presence in a specific facility compromises  
103 legitimate safety requirements that are necessary for safe operation.

104 All other provisions of this policy, with the exception of sections (6)(a) and (8), apply to  
105 miniature horses.

106 (14) *Removal of a Service Animal:* A school principal or other MCS administrator may ask  
107 an individual with a disability or a student's parent to remove a service animal from a school  
108 building, a classroom, or from a school function if any one of the following circumstances  
109 occurs:

110 (a) The animal is out of control and the animal's handler does not take effective  
111 action to control it;

112 (b) The animal poses a significant risk to the health or safety of others (e.g.,  
113 allergic or asthmatic reactions triggered by an individual's proximity to

114 animal) that cannot be eliminated by modification of policies, practices, or  
115 procedures, or by the provision of auxiliary aids or services;

116 (c) The animal is not housebroken; and/or

117 (d) The animal’s presence would “fundamentally alter” the nature of the service,  
118 program, or activity.

119 An individual whose service animal has been properly excluded in accordance with this policy  
120 shall be given the opportunity to participate without the animal in the service, program, or  
121 activity from which the animal was excluded.

122 (15) *Conflicting disabilities:* It is MCS policy to consider the safety, health and well being  
123 of each and every student and employee when making decisions regarding the introduction of  
124 animals to the classroom. Individuals with conflicting disabilities or health conditions (e.g.,  
125 asthma and/or other allergies to dogs and/or horses), or their parent or guardian, should inform  
126 the school’s principal in writing of any such conflict. The principal shall be responsible for  
127 resolving the matter in consultation with the affected parties, the school nurse, and other  
128 individuals as the administration deems appropriate. Use of a service animal in a classroom  
129 setting will be disallowed due to another individual’s conflicting disability only where the  
130 conflict cannot be eliminated by modification of policies, practices, or procedures, or by the  
131 provision of auxiliary aids or services.

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Reference:

ADA Regulations, 28 CFR Part 35 (as amended, 2010)

MURFREESBORO CITY SCHOOL BOARD POLICY

<b>Descriptor Term:</b>  <b>PERSONAL AND PROFESSIONAL LEAVE FOR LICENSED PERSONNEL</b>	<b>Descriptor No:</b>  <b>PER 20</b>	<b>Date Adopted:</b>  <b>4/79</b>
	<b>Reviewed/Revision Adopted:</b>  <b>8/01</b>	

1 Up to three days of leave (one professional, one personal, and the third elective) may be taken  
2 over and above all vacation and holidays. These three days, which are to be paid for by the  
3 system, may be taken in the following ways:

- 4 1. *Personal* leave day: A day for business of a personal nature which requires absence from  
5 school.
- 6 2. *Professional* leave day: Professional service to another school system or further devel-  
7 opment of professional competence.

8 **The approval of the Director of Schools or the Director’s designee shall be required under**  
9 **the following conditions:**

- 10 • **If more than ten percent (10%) of the teachers in any given school request its use on**  
11 **the same day.**
- 12 • **If personal leave is requested during any prior established student examination**  
13 **period.**
- 14 • **If personal leave is requested on the day immediately preceding or following a**  
15 **holiday or vacation period.**
- 16 • **If personal leave is requested for days scheduled for professional development or**  
17 **inservice training, according to a school calendar which has been adopted by the**  
18 **Murfreesboro City Schools Board of Education before the school year begins.**
- 19 • **If personal leave is requested for days scheduled for parent-teacher conferences,**  
20 **according to a school calendar which has been adopted by the Murfreesboro City**  
21 **Schools Board of Education before the school year begins.**

22 **A professional employee, including a professional employee on pre-approved leave or other**  
23 **type of leave, shall not be charged with a day of leave for any day on which the professional**  
24 **employee’s school or the school district is closed due to natural disaster, inclement weather,**  
25 **serious outbreak of contagious illness, or other unexpected event.**

26  
27  
28  
29  
30  
31  
32  
33 **Legal Reference:**

34  
35 **T.C.A. 49-5-711**

**MURFREESBORO CITY SCHOOL BOARD POLICY**

<b>Descriptor Term:</b>	<b>Descriptor No:</b>	<b>Date Adopted:</b>
<b>ASSIGNMENT/TRANSFER OR REASSIGNMENT OF LICENSED PERSONNEL</b>	<b>PER 21</b>	<b>4/79</b>
<b>Reviewed/Revision Adopted:</b>		
<b>9/01</b>		

1    *ASSIGNMENT*

2

3    The Director of Schools shall ~~assign~~ **develop a tentative assignment list of licensed** personnel  
 4    to the various schools or departments by **June 15** ~~May 15 for licensed personnel and by June 15~~  
 5    ~~for non-licensed personnel~~ preceding the school year for which such persons are **to be** employed.  
 6    ~~while allowing~~ Each principal **and** ~~or~~ **department head** ~~immediate supervisor to~~ **shall** assign  
 7    **the licensed personnel assigned to the principal's or department head's respective school or**  
 8    **department** more specific responsibilities within each school **or department**.

9

10   Assignment of employees will be made by the Director of Schools based on the recommendation  
 11   of the appropriate program director and/or school principal. The assignment will be determined  
 12   by the applicant's training, experience, and ability to perform the duties of the position and in the  
 13   best interest of the schools ~~and shall be consistent with the MEA Contract.~~

14

15   Extra assignments for which supplements are provided and upon which initial employment was  
 16   based may not be relinquished in part by the employee without the approval of the person  
 17   making the assignment. Other assignments for which supplemental salary is provided shall be  
 18   made on an annual contract basis.

19

20   *TRANSFER* (to move from one school or administrative unit to another)

21

22   The Director of Schools shall transfer employees as necessary for efficient operation of the  
 23   schools. The Director of Schools is responsible for developing and disseminating procedures  
 24   for transfer.

25

26   All employees transferred shall receive written notification of the transfer.

27

28   Transfers made in accordance with board policy **and** state law, ~~and any negotiated contract~~ are  
 29   final.

30

31   *REASSIGNMENT* (to move from one grade or position to another within the same school)

32

33   Employees shall be reassigned as necessary for the efficient operation of the schools or  
 34   department.

**MURFREESBORO CITY SCHOOL BOARD POLICY**

<b>Descriptor Term:</b>  <p style="text-align: center;"><b>SICK LEAVE FOR LICENSED PERSONNEL</b></p>	<b>Descriptor No:</b>  <p style="text-align: center;"><b>PER 25</b></p>	<b>Date Adopted:</b>  <p style="text-align: center;"><b>4/79</b></p>
<b>Reviewed/Revision Adopted:</b>  <p style="text-align: center;"><b>8/01</b></p>		

1 Sick leave shall mean leave of absence because of illness of the professional employee from  
 2 natural causes or accident of the illness or death of the professional employee’s spouse, parent,  
 3 grandparent, children, grandchildren, brothers, sisters, mother-in-law, father-in-law, daughter-in-  
 4 law, son-in-law, brother-in-law, sister-in-law, step-relatives as listed above, or other family  
 5 member with approval of the Director of Schools, which necessitates the absence of the  
 6 professional employee.

7  
 8 The time allowed for sick leave with pay shall be one day for each month of employment. Sick  
 9 leave shall be cumulative for all earned days not used. At retirement, the unused accumulated  
 10 sick leave may be used as retirement credits.

11  
 12 Professional employees may elect to participate in the **Murfreesboro City Schools’s Sick Leave**  
 13 **Bank, established by the Board pursuant the Teachers’ Sick Leave Bank Act, T.C.A. 49-5-**  
 14 **801 et. Seq., to facilitate the voluntary pooling and irrevocable donation of accumulated**  
 15 **personal sick leave for the purpose of providing sick leave to members of the program who**  
 16 **have suffered an unplanned personal illness, injury, disability or quarantine and whose**  
 17 **personal sick leave is exhausted.**

18  
 19 A professional employee in need of sick leave shall be allowed to use unearned sick leave up to  
 20 the number of days which such professional employee may accumulate during the remainder of  
 21 the year in which he is employed.

22  
 23 Upon termination of the employment of such professional employee before such days are earned,  
 24 or at the end of the school year, there shall be deducted from the final salary of such professional  
 25 employee an amount based on **the employee’s** daily rate of pay sufficient to cover any excess  
 26 sick leave days used by **the employee**. If such final salary is insufficient for this purpose, the  
 27 professional employee shall be liable for reimbursement of any amount in excess of **the**  
 28 **employee’s** final salary.

29  
 30 When a professional employee **will be absent from work and unable to attend his or her**  
 31 **assigned** classes, **the employee** shall notify the principal or **the principal’s** designee as soon as  
 32 possible before school opens. The professional employee shall notify the principal or **the**  
 33 **principals’s** designee a reasonable length of time before he intends to return to the classroom  
 34 and not later than one (1) hour before school opens that morning, so that the principal or **the**  
 35 **principal’s** designee may be able to notify the substitute.

36 **A professional employee when on pre-approved leave or other type of leave, shall not be**  
37 **charged with a day of leave for any day on which the professional employee's school or the**  
38 **school district is closed due to natural disaster, inclement weather, serious outbreak of**  
39 **contagious illness, or other unexpected event.**

40  
41 A physician's statement shall be filed with the Principal/Supervisor for each period of illness of  
42 five or more consecutive work days. **The physician's statement should include the date of**  
43 **commencement of the illness/injury and an expected date of return to work.** The Director of  
44 Schools may require a physician's statement for any sick leave claim. In the event of the  
45 absence of a professional employee in excess of the sick leave days available to the professional  
46 employee, the Director of Schools may require an examination by a physician certifying the  
47 previous absences. The Board would pay for the second opinion.

48  
49 If a professional employee fails to provide appropriate notice or certification for sick leave,  
50 forfeiture of the paid leave will result, with the exception of those cases deemed an emergency  
51 by the Principal/Supervisor.

52  
53 The Human Resources Department shall keep a record of the accumulated sick leave for each  
54 eligible professional employee in the Board's employ and shall provide a verified copy to the  
55 professional employee upon request.

56  
57 A professional employee, upon employment, may transfer **any** accumulated sick leave from  
58 another Tennessee school system, provided that the director of the system in which **any such**  
59 leave was **accumulated** provides notarized verification.

60  
61 ~~Sick leave for maternity purposes may be taken during the period of physical disability only. A~~  
62 ~~professional employee may use up to thirty (30) days of accumulated sick leave for the adoption~~  
63 ~~of a child. If both adoptive parents are employees of Murfreesboro City Schools, only one parent~~  
64 ~~may request leave. Written verification from the adoption agency or other entity handling the~~  
65 ~~adoption shall be required before the leave is granted.~~

66  
67  
68

**MURFREESBORO CITY SCHOOL BOARD POLICY**

<b>Descriptor Term:</b>  <b>SICK LEAVE FOR FULL-TIME CLASSIFIED PERSONNEL</b>	<b>Descriptor No:</b>  <b>PER 26</b>	<b>Date Adopted:</b>  <b>4/79</b>
<b>Reviewed/Revision Adopted:</b>  <b>10/89; 8/01</b>		

1 Sick leave shall mean leave of absence because of illness of the classified employee from natural  
2 causes or accident or the illness or death of the classified employee’s spouse, parent,  
3 grandparent, children, grandchildren, brothers, sisters, mother-in-law, father-in-law, daughter-in-  
4 law, brother-in-law, sister-in-law, step-relatives as listed above, or other family member with  
5 approval of the Director of Schools, which necessitates the absence of the classified employee.  
6

7 Full-time classified employees earn sick leave at the rate of one day per month for each full  
8 calendar month worked after ninety (90) days from the hire date. Sick leave shall be cumulative  
9 for all earned days not used and may be applied to retirement under TCRS. Any personal leave  
10 remaining unused at the end of a fiscal year (maximum of two days) shall be credited to the  
11 employee as sick leave.  
12

13 Full time, non-licensed personnel may elect to participate in the **Murfreesboro City School’s**  
14 **Sick Leave Bank for Non-licensed Personnel, established by the Board pursuant the**  
15 **Tennessee Teachers’ Sick Leave Bank Act, T.C.A. 49-5-01 et seq., to facilitate the voluntary**  
16 **pooling and irrevocable donation of accumulated personal sick leave for the purpose of**  
17 **providing sick leave to members of the program who have suffered an unplanned personal**  
18 **illness, injury, disability or quarantine and whose personal sick leave is exhausted.**  
19

20 When a classified employee is unable to perform his/her duties, he/she shall notify the  
21 principal/supervisor or **principal’s/supervisor’s** designee as soon as possible before work  
22 begins.  
23

24 **When a classified employee including a classified employee on a pre-approved leave or**  
25 **other type of leave, shall not be charged with a day of leave for any day on which the**  
26 **classified employee’s school or the school district is closed due to natural disaster,**  
27 **inclement weather, serious outbreak of contagious illness, or other unexpected event.**  
28

29 ~~Maternity leave should be requested as far in advance as is practicable generally at least three (3)~~  
30 ~~months prior to expected delivery.~~  
31

32 A physician’s statement shall be filed with the employee’s supervisor for each period of illness  
33 of five or more consecutive work days. The physician’s statement should include the date of  
34 commencement of the illness/injury and an expected date of return to work. The Director of  
35 Schools may require a physician’s statement for any sick leave claim. In the event of an absence

36 of a classified employee in excess of the sick leave days available to the classified employee, the  
37 Director of Schools may require an examination by a physician other than the physician  
38 certifying the previous absences. The Board would pay for the second opinion.

39  
40 If a classified employee fails to provide appropriate notice or certification for sick leave,  
41 forfeiture of the paid leave will result, with the exception of those cases deemed an emergency  
42 by the Principal/Supervisor.

43  
44 Upon termination of employment, if more days have been used than earned, an amount to cover  
45 the excess sick leave days shall be deducted from the final salary. If such salary is insufficient,  
46 the employee shall be liable for this balance.

47  
48 The Human Resources Department shall keep a record of the accumulated sick leave for each  
49 eligible classified employee in the Board's employ and shall provide a verified copy to the  
50 classified employee upon request.



**MURFREESBORO CITY SCHOOL BOARD POLICY**

<b>Descriptor Term:  FMLA AND TENNESSEE MATERNITY ACT</b>	<b>Descriptor No:  PER 38</b>	<b>Date Adopted:  4/00</b>
	<b>Reviewed/Revision Adopted:  9/01</b>	

1   **PURPOSE**

2  
3   To entitle employees to take reasonable leave for medical reasons, for the birth or adoption of a  
4   child, and for the care of a child, spouse or parent who has a serious health condition.  
5

6  
7   **ELIGIBILITY**

8  
9   Anyone who has been employed for at least twelve (12) months by the school system and who  
10   has at least 1,250 hours of service during the previous twelve-month period.  
11

12  
13   **GENERAL PRINCIPLES**

14  
15   **1. Any employee shall be granted, upon request, up to twelve (12) weeks unpaid leave**  
16   **for the following reasons:**

- 17
- 18       • **To care for a spouse, son, daughter, or parent with a serious health**  
19       **condition;**
  - 20
  - 21       • **To take medical leave when the employee is unable to work because of a**  
22       **serious health condition; or**
  - 23
  - 24       • **For qualifying circumstances arising out of the fact that the employee’s**  
25       **spouse, son, daughter, or parent is on active duty or call to active duty status**  
26       **as a member of the National Guard or Reserves in support of a contingency**  
27       **operation.**
  - 28

29   **2. Any employee shall be granted, upon request, up to four (4) months of unpaid leave**  
30   **for the birth and care of a newborn child of the employee, and the placement with**  
31   **the employee of a son or daughter for adoption in accordance with the Tennessee**  
32   **Maternity Leave Statue. Any employee on maternity leave shall be permitted to use**  
33   **accumulated sick leave during the period of actual physical disability only.**  
34   **Otherwise, the maternity leave shall be unpaid leave. An employee may use up to**  
35   **thirty (30) days of accumulated sick leave for the adoption of a child. If both**

36 parents are employees of Murfreesboro City Schools, they are eligible for a  
37 combined four (4) months.

- 38 3. Any eligible employee shall be granted, upon request, up to twenty six (26) weeks of  
39 unpaid leave during a single 12 month period to care for a spouse, son, daughter,  
40 parent or next of kin of a current member of the Armed Forces with a serious injury  
41 or illness.  
42
- 43 4. A physician's statement will be required by the Director of Schools when  
44 determining the period of actual physical disability.  
45
- 46 5. Request for leaves and extension of leaves shall conform with federal and state laws  
47 governing leaves of absences.  
48

49 RESTRICTIONS

- 50
- 51 1. For foreseeable leave, the employees shall provide the Director of Schools with at least  
52 thirty (30) days' written notice before beginning of the anticipated leave.  
53
- 54 2. The Director ~~may~~ will require that a request for leave be supported by certification issued  
55 by a health care provider with the following information:  
56
- 57 a. the date on which the serious health condition commenced;
  - 58 b. the probable duration of the condition;
  - 59 c. the appropriate medical facts within the knowledge of the health care provider  
60 regarding the condition; and
  - 61 d. a statement that the eligible employee is needed to care for the son, daughter,  
62 spouse or parent and the estimate of the time that such employee is needed.  
63
- 64 3. If there is any reason to doubt the validity of the certification provided, the Director may  
65 require, at the expense of the school system, an opinion of a second health care provider.  
66
- 67 4. Any employee requesting leave under the Family and Medical Leave Act shall include in  
68 the leave any applicable accumulated sick leave.  
69
- 70 5. Intermittent Leave -- When a licensed employee requests foreseeable leave for planned  
71 medical treatment and the employee would be on leave for greater than 20% of the total  
72 number of working days in the period during which the leave would extend, the school  
73 may require that such employee elect either to take the leave for periods of a particular  
74 duration, not to exceed the duration of the planned medical treatment, or to transfer  
75 temporarily to an unavailable alternative position offered by the school system for which  
76 the employee is qualified, and that has equivalent pay and benefits and better  
77 accommodates recurring periods of leave.  
78
- 79 6. Period Near the End of an Academic Term (Professional employees) -- If leave is taken  
80 more than five (5) weeks prior to the end of the term, the Director of Schools may require  
81 the employee to continue taking leave until the end of the term if the leave is at least three  
82 (3) weeks of duration and the return of employment would occur during the three (3)  
83 week period before the end of the term.  
84

85 If the leave is taken five (5) weeks or less prior to the end of the term, the Director of Schools  
86 may require the employee to continue taking leave until the end of the term if the leave is greater

87 than two (2) weeks duration and the return to employment would occur during the two (2) week  
88 period before the end of the term.

89  
90  
91 **REQUIREMENTS OF THE BOARD**

- 92  
93 1. The employee shall be restored to the same position of employment or an equivalent  
94 position with no loss of benefits, pay, or other terms of employment.  
95  
96 2. The employee shall be kept under any group health plan for the duration of the leave.  
97  
98 3. The Board may recover premium paid under the following conditions:  
99  
100 a. the employee fails to return from leave after the period of leave has expired.  
101 b. the employee fails to return to work for a reason other than the continuation,  
102 recurrence, or onset of a serious health condition or other circumstances beyond  
103 the control of the employee.  
104

105 **A professional employee, including a professional employee on pre-approved leave or other**  
106 **type of leave, shall not be charged with a day of leave for any day on which the professional**  
107 **employee's school or the school district is closed due to natural disaster, inclement weather,**  
108 **serious outbreak of contagious illness, or other unexpected event.**  
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127 **Legal References:**

128  
129 **Federal Family and Medical Leave**  
130 **Act of 1993**  
131 **T.C.A. 49-5-702**  
132 **T.C.A. 4-21-408**  
133 **T.C.A. 49-5-710**  
134 **T.C.A. 49-5-704**  
135 **OP Tenn. Atty Gen 94-006**  
136 **(January 13, 1994)**  
137

**MURFREESBORO CITY SCHOOL BOARD POLICY**

<b>Descriptor Term:</b>  <b>DISCIPLINE OF NON-LICENSED EMPLOYEES</b>	<b>Descriptor No:</b>  <b>PER 40</b>	<b>Date Adopted:</b>  <b>9/01</b>
	<b><i>Reviewed/Revision Adopted:</i></b>	

- 1 Pursuant to T.C.A. §49-2-301(b)(1)(FF), all persons employed in a position for which no
- 2 teaching license is required shall be hired at the will of the Director.
- 3
- 4 The Director of Schools may impose any level of discipline, up to and including termination, of
- 5 any non-licensed employee at any time when deemed necessary.
- 6
- 7 The Director of Schools shall establish a procedure for discipline, up to and including
- 8 termination, of a non-licensed employee.
- 9
- 10 The Director of Schools shall provide written notification of the Director’s decision to the
- 11 employee.

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33 \_\_\_\_\_  
Legal Reference:

34  
35 T.C.A. §49-2-301(b)(1)(FF)

RESIGNATIONS, RETIREMENTS, LEAVES OF ABSENCE, NEW HIRES  
AS OF 08/15/2011

Licensed Personnel Hired

<b>LastName</b>	<b>FirstName</b>	<b>Location</b>	<b>Position</b>
Marshall	David	BF	Teacher-SpEd
Smith	Ronda	BF	Teacher-3th
Adams	Amanda	BR	Counselor
Damron	Micah	BR	Teacher-6th
Griffith	Michelle	BR	Teacher-Art
McCrery	Jenny	BR	Teacher-5th
Hayes	Brandi	BW	Teacher-SpEd
Richardson	Cara	CLA	Teacher-4th
Lasko	Xan	DS	Teacher-4th
Petree-Bradley	Tracey	DS	Teacher-K
Powers	Eron	DS	Teacher-PE
Spiesser	Lara	DS	Teacher-Music
Perry	Kishara	ES	Teacher-CDC
Hinds	Judi	HG	Teacher-2nd
Sublett	Rebecca	HG	Academic Interventionist
Wylie	Sarah	HG	Academic Interventionst
Clemans-Stanley	Jennifer	JPE	Teacher-5th
Kee	Tammie	MNP	Academic Interventionist
Guin	Elizabeth	NF	Teacher-4th
Heath	Kristi	NF	Teacher-4th
Orcutt	Mary	NF	Teacher-3rd
Sullivan	Kenecia	NF	Teacher-6th
Brasier	Sarah	SC	Teacher-K
Carter	Randii	SC	Teacher-3rd
Harding	John	SC	Teacher-4th
Holt	Rachel	SC	Teacher- K
Martin	Cynthia	SC	Media Specialist

Leaves of Absence - Instructional Personnel

<b>LastName</b>	<b>FirstName</b>	<b>Location</b>
Brown	Courtney	MNE
Hall	Jennifer	JP
Hayes	Melissa	JP
Patrum	Meredith	BF
Polk	Jennifer	JP
Reed	Diane	SC

Interim Instructional Personnel Hired

<b>LastName</b>	<b>FirstName</b>	<b>Location</b>
Gambill	Kimberly	BF
Griffith	Michelle	BR
Ingrum	Kay	HG
Smith	Corey	JPE
Sorensen	Monika	JPE
Surratt	Amber	SC
Thweat	Tricia	MNE

Resignations

<b>LastName</b>	<b>FirstName</b>	<b>Location</b>
Brown	Susan	BR
Copeland	Jenny	DS
Faulkerson-Perry	Melrose	HG
Henry	Kayla	HG
Lopez	Christina	HG
Offutt	Laurie	SC
Oneal	Dena	CO
Prater	Melvin	HG
Seymore	Latoya	BR

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

<b>TOTAL INCOME</b>	<b>7/1/11 - 7/31/11</b>	<b>\$</b>	<b>4,818</b>
<b>TOTAL EXPENSES</b>	<b>7/1/11 - 7/31/11</b>		<b><u>2,411,207</u></b>
<b>NET INCOME</b>	<b>7/31/11</b>	<b>\$</b>	<b><u><u>(2,406,389)</u></u></b>

## YEAR-TO-DATE REVENUE COMPARISON

DATE: JULY 2011

PAGE 1

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	\$0.00	\$(10,240,500)	0.0%
40210-Local Option Sales Tax	6,307,000	-	(6,307,000)	0.0%	6,654,800	-	(6,654,800)	0.0%
40000-41110-Other County Rev	1,341,100	-	(1,341,100)	0.0%	1,517,700	-	(1,517,700)	0.0%
44000-Other Local Revenue	257,070	17,875	(239,195)	7.0%	307,600	4,818	(302,782)	1.6%
46511-Basic Educ. Program	27,575,000	-	(27,575,000)	0.0%	28,075,000	-	(28,075,000)	0.0%
46512-BEP ARRA	-	-	-	N/A	-	-	-	N/A
46990-Other State Funds	669,201	-	(669,201)	0.0%	455,450	-	(455,450)	0.0%
46592-CONNECT TEN ARRA	-	-	-	N/A	-	-	-	N/A
46595-Family Resource ARRA	-	-	-	N/A	25,000	-	(25,000)	N/A
46595-SSMS ARRA	-	-	-	N/A	-	-	-	N/A
47000- Federal Funds	7,000	-	(7,000)	0.0%	31,403	-	(31,403)	0.0%
49810-Approp./City Gen. Fund	4,810,103	400,842	(4,409,261)	8.3%	4,810,103	-	(4,810,103)	0.0%
49820-Operating Transfers	-	-	-	N/A	-	-	-	N/A
<b>TOTALS</b>	<b>\$ 51,196,774</b>	<b>\$ 418,717</b>	<b>\$ (50,778,057)</b>	<b>0.8%</b>	<b>\$ 52,117,556</b>	<b>\$ 4,818</b>	<b>\$ (52,112,738)</b>	<b>0.0%</b>

**YEAR-TO-DATE EXPENDITURE COMPARISON**

DATE: JULY 2011

PAGE 1

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	\$1,264,692.58	\$ (29,149,240)	4.2%	\$31,132,877.00	\$1,467,840.97	\$ (29,665,036)	4.7%
71200-Sp. Ed. Instr.	3,114,368	115,259	(2,999,109)	3.7%	3,359,032	14,141	(3,344,891)	0.4%
72110-Attendance	78,711	3,837	(74,874)	4.9%	82,517	4,407	(78,110)	5.3%
72120-Health Services	392,625	22,975	(369,650)	5.9%	417,785	5,161	(412,624)	1.2%
72130-Guidance	950,134	30,835	(919,299)	3.2%	1,111,999	237	(1,111,762)	0.0%
72210-Reg. Instr. Spprt.	1,453,556	57,721	(1,395,835)	4.0%	1,342,616	29,870	(1,312,746)	2.2%
72220-Sp. Ed. Support	641,222	35,192	(606,030)	5.5%	756,621	25,277	(731,344)	3.3%
72310-Bd. Of Educ.	1,068,760	8,272	(1,060,488)	0.8%	1,059,460	4,780	(1,054,680)	0.5%
72320-Office of Supt.	312,163	24,391	(287,772)	7.8%	291,185	19,067	(272,118)	6.5%
72410-Office of Prin.	2,425,283	143,965	(2,281,318)	5.9%	2,552,738	131,670	(2,421,068)	5.2%
72510-Fiscal Services	509,042	36,442	(472,600)	7.2%	510,649	33,989	(476,660)	6.7%
72520-Personnel Services	251,734	28,656	-	NA	291,833	18,534	(273,299)	6.4%
72610-Oper. Of Plant	4,724,602	140,089	(4,584,513)	3.0%	4,659,099	126,291	(4,532,808)	2.7%
72620-Maint. Of Plant	1,273,339	96,983	(1,176,356)	7.6%	1,313,993	72,814	(1,241,179)	5.5%
72710-Pupil Transp.	1,534,636	44,997	(1,489,639)	2.9%	1,573,325	327,672	(1,245,653)	20.8%
72810-Other Support	719,895	77,333	(642,562)	10.7%	622,671	72,435	(550,236)	11.6%
73300-Community Servic	261,315	12,220	(249,095)	4.7%	274,032	15,785	(258,247)	5.8%
73400-Early Childhood Educ	543,647	39,940	(503,707)	NA	676,364	13,212	(663,152)	2.0%
76100-Reg. Cap. Outlay	500,000	10,580	(489,420)	2.1%	500,000	28,026	(471,974)	5.6%
<b>TOTALS</b>	<b>\$ 51,168,965</b>	<b>\$ 2,194,380</b>	<b>\$ (48,974,585)</b>	<b>4.3%</b>	<b>\$ 52,528,796</b>	<b>\$ 2,411,207</b>	<b>\$ (50,117,589)</b>	<b>4.6%</b>



# MCS PTR FOR 2011-2012 (TOTAL FOR 8/15/11) Sixth Full Day of School

SCHOOL	Kindergarten			1st Grade			2nd Grade			3rd Grade			Total Pupils	Total Teachers	K-3 PTR Ratio	4th Grade			5th Grade			6th Grade			Total Pupils	Total Teachers	4-6 PTR Ratio	Total Students																	
	P	#	PTR	P	#	PTR	P	#	PTR	P	#	PTR				P	#	PTR	P	#	PTR	P	#	PTR				P	#	PTR	Current Year	1st Day	9th Month												
<b>DISCOVERY</b>																												11-12																	
Registered	62	3	20.67	79	4	19.75	61	3	20.33	78	4	19.50	280	14	20.00	61	3	20.33	66	3	22.00	23	1	23.00	150	7	21.43	430	446	435															
																												439																	
<b>BLACK FOX</b>																																													
Registered	125	6	20.83	136	7	19.43	100	5	20.00	111	6	18.50	472	24	19.67	109	5	21.80	114	5	22.80	88	4	22.00	311	14	22.21	783	713	725															
																												737																	
<b>BRADLEY</b>																																													
Registered	46	3	15.33	45	3	15.00	51	3	17.00	56	3	18.67	198	12	16.50	49	3	16.33	57	3	19.00	48	3	16.00	154	9	17.11	352	388	371															
																												380																	
<b>CASON LANE</b>																																													
Registered	162	8	20.25	142	7	20.29	129	7	18.43	135	7	19.29	568	29	19.59	128	7	18.29	134	6	22.33	105	5	21.00	367	18	20.39	935	910	912															
																												916																	
<b>ERMA SIEGEL</b>																																													
Registered	110	6	18.33	103	6	17.17	113	6	18.83	101	5	20.20	427	23	18.57	126	6	21.00	127	6	21.17	38	2	19.00	291	14	20.79	718	746	747															
																												755	20	18															
	Behavior											2	1	CDC Classrooms					23	3	Deaf Ed Class			4	1																				
<b>HOBGOOD</b>																																													
Registered	75	4	18.75	79	4	19.75	79	4	19.75	42	2	21.00	275	14	19.64	62	3	20.67	51	3	17.00	40	2	20.00	153	8	19.13	428	418	382															
																												415																	
<b>MNE</b>																																													
Registered										93	5	18.60	93	5	18.60	84	4	21.00	98	4	24.50	45	3	15.00	227	11	20.64	320	317	309															
																												295																	
	Behavior											7	1																																
<b>MNP</b>																																													
Registered	112	6	18.67	104	5	20.80	103	6	17.17				319	17	18.76													319	321	329															
																												324																	
<b>NORTHFIELD</b>																																													
Registered	93	5	18.60	93	5	18.60	95	5	19.00	93	5	18.60	374	20	18.70	102	5	20.40	96	4	24.00	60	3	20.00	258	12	21.50	632	613	602															
													0												0			581	30	38															
	Homebound											CDC Classrooms					40	4																											
<b>PITTARD</b>																																													
Registered	178	9	19.78	150	8	18.75	151	8	18.88	136	7	19.43	615	32	19.22	146	7	20.86	132	6	22.00	93	4	23.25	371	17	21.82	986	931	954															
																												960																	
	Homebound																																												
<b>SCALES</b>																																													
Registered	146	8	18.25	149	8	18.63	135	7	19.29	164	8	20.50	594	31	19.16	145	7	20.71	154	7	22.00	115	5	23.00	414	19	21.79	1008	932	936															
																												975	30	20															
<b>Bellwood</b>	260	→	Oak 36	→	MC 40	→	FH 36	→	BB	372	CDC Classrooms																20	3																	
Total BW Teachers											Students	Teachers	PTR																																
Special Ed	46	7	6.57	Kindergarten thru Third Grade			→	Fourth Grade thru Sixth Grade			→	4215	221	19.97																															
											District Totals			→	6911	350	19.75																												
<b>Grade Level PTR Totals</b>	1109	58	19.1	1080	57	18.9	1017	54	18.8	1009	52	19.4												1012	50	20.2	1029	47	21.9	655	32	20.5													

<b>SUB TOTAL</b>	6911	6815	6778
<b>SPECIAL ED K-6</b>	87	80	76
<b>SPECIAL ED PRE-K</b>	46	23	84
<b>TOTAL BEP FUNDED</b>	7044	6918	6938