

A G E N D A

MURFREESBORO CITY BOARD OF EDUCATION

Tuesday, February 26, 2013
6:00 p.m.—City Council Chambers

ORDER OF BUSINESS

I. CALL TO ORDER BY BOARD CHAIR

- Pledge of Allegiance—Black Fox Fourth Grade Students: Mai Eubanks and Braxton Robinson. Black Fox Elementary Fourth Grade students were selected to view the Emancipation Proclamation at the Tennessee State Museum.
- Moment of Silence

II. APPROVAL OF AGENDA

III. COMMUNICATIONS

- Announcement of School and System Teachers of the Year (Program sponsored by the Council of Chief State Officers) (See Attached List) A recognition celebration will be held on Tuesday, March 19, 4:30-6:00 p.m., at Oaklands Mansion.
- Update on Excellence in Education Celebration
- Read Across America—Friday, March 1, 2013
- The Murfreesboro City School Festival Choir will perform on March 2, 6:30 p.m., at Erma Siegel Elementary.
- The City Hall Art Show will take place from March 19-May 3.
- Congratulations to Luke Hill, Music Educator at Bradley Academy and Scales Elementary, who has been published in the Tennessee Musician, Winter Issue, and Kansas Music Review, Convention Issue, regarding the online music integration guide he developed.
- Congratulations to Mitchell-Neilson art teacher, Sayward Ratliff, who won a four-day residency grant through the Tennessee Arts Commission. This will allow Chattanooga artist Lolly Durant, a Gourd Folk Artisan, Marbler, Potter and a Roster Teaching Artist, to teach and demonstrate at MNE/P in April.
- Hobgood Elementary has received a grant from the Boston Science Museum to send a teacher for training this summer on the Engineering is Elementary Curriculum.
- Thanks to Mt. Zion Baptist Church, Interim Pastor and Mrs. Jerry Marable, for their \$200 donation to the MCS Backpack Program.

IV. CONSENT ITEMS (Tab 1)

- Approval of minutes of the regularly scheduled board meeting of January 22, 2013, and the February 12, 2013 Special Called Board Meeting—Policy Work Session.
- Approval of School Fees

V. ACTION ITEMS

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

PER 46—Employee Use of Social Electronic Media (*New Policy*)

PER 18—Professional Learning (*Complete Rewrite*)

PER 3—Teacher Effect Data (TVAAS) (*Complete Rewrite*)

STU 41—Inspection and/or Challenge of Instructional Material (*Complete Rewrite*)

VI. REPORTS/INFORMATION

A. Personnel Update (Tab 3)

B. Monthly Revenue and Expenditure Report (Tab 4)

C. Attendance Report (Tab 5)

VII. OTHER BUSINESS

VIII. ADJOURNMENT

MISSION STATEMENT

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

2012-2013 Teachers of the Year

Bellwood	Elizabeth Blasingame
Black Fox	Kenesha M. Harper Andrew Black McKnight
Bradley	Holly Campbell Mary Allison
Cason Lane	Nichole Taylor Natalie Hopkins
Discovery	Karen Cook Sarah Rosenberger-Svarda
Erma Siegel	James A. Bjork Emily Clark
Hobgood	Meredith W. Gilliland Laura Smith
John Pittard	Rebecca Few Jennifer Hall
Mitchell-Neilson	Donna Beers Hill Linda Jarrell
Northfield	Sara Irwin Jeffrey Baker
Scales	Tiffany Christopher Strevel Amber Noelle Koenig

Congratulations to our 2012-2013 MCS District Teachers of the Year

Sarah Rosenberger-Svarda

James A. Bjork

MINUTES
MURFREESBORO CITY SCHOOL BOARD
Tuesday, January 22, 2013
6:00 p.m.—Council Chambers

ATTENDANCE

Board: Chair Mary Wade, Jared Barrett, Andy Brown, Butch Campbell, Nancy Phillips, Nancy Rainier, Collier Smith, and Council Liaison Ron Washington.

Staff: Director Linda Gilbert, Gary Anderson, Sheri Arnette, Caresa Brooks, Kim Frank, Patty Kennedy, Karen Hawkins, Greg Lyles, Kristina Maddux, and Lisa Trail.

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

ORDER OF BUSINESS

I. CALL TO ORDER BY BOARD CHAIR

Chair Wade called the meeting to order at approximately 6:00 p.m. The Pledge of Allegiance was led by Erma Siegel Elementary Students, Scout Troupe 452: John Summar, John David Constantine, Caleb Freeman, Adam Heinrich, and Noah Ross.

Dr. Gilbert asked that the audience stand for a Moment of Silence in Memory of Mrs. Golena Bell who passed away on December 20, 2012. Mrs. Bell was the district's Finance Manager and had worked for the City Schools for over 30 years. Dr. Gilbert described Mrs. Bell as a dedicated professional, a quiet leader, and mentor for her peers. She will be missed.

OPENING CEREMONY

*Vice Mayor Ron Washington presented the of Murfreesboro City School Board
with a Proclamation in Recognition of
School Board Appreciation Week in Tennessee, January 27-February 2, 2013*

II. APPROVAL OF AGENDA

On motion by Mr. Campbell and second by Dr. Brown, the agenda was approved as presented.

III. COMMUNICATIONS

- Thanks to Mike Defere, USBank, for the generous \$500 donation to the Mitchell-Neilson Schools. Mitchell-Neilson would also like to thank Julie and Harlan Wilcoxson with Transformations 4 Life and Third Baptist Church for their donations of time, talent, and money.
- Thanks to Second Harvest who received a grant that will provide additional backpack food to serve 60 more MCS students each month for three years.

- Congratulations to Bus 568 driver Mr. Dean Chapman who was selected as WGNS's "Good Neighbor" on December 6. Mr. Chapman was nominated by his students and parents.
- Black Fox thanks Howard and Sally Wall for their \$5,000 donation and continued support.
- Bradley Academy thanks Jim Brewer and the O-Flex Group for their \$500 donation to the Bradley Buck store that supports the Positive Behavior Support program, and to the Murfreesboro Rotary Club for the donation of 72 English and 48 Spanish/English dictionaries that were given to ELL students/families.
- Congratulations to the following schools who are recipients of the Tennessee Arts Commission Student Ticket Subsidy program: Erma Siegel--\$1,260 and Mitchell-Neilson Primary--\$1,300.
- Thanks to Dell for the donation of 400 tablet covers.

IV. CONSENT ITEMS (Tab 1)

On motion by Dr. Brown and second by Mrs. Smith, the following consent agenda items were approved:

- A. Minutes of the November 27, 2012 Board Meeting and January 8, 2013 Special Called Board Meeting—Policy Work Session
- B. School Fees
- C. The "Report of System/School Compliance Based on Tennessee State Statutes and State Board of Education Rules, Regulations, and Minimum Standards for Approval of Schools"
- D. Board Policies—Second Reading
 - BO 5—School Board Meetings (*Revision*)
 - STU 35—Tobacco-Free Schools (*Revision*)
 - STU 44—Care of School Property (*Revision*)

V. ACTION ITEMS

- A. Request for Approval of Resolution Regarding Charter Schools (Tab 2)

Dr. Gilbert read a resolution developed at the request of Mrs. Wade stating that the Board *opposes any legislation to create statewide or alternate charter school authorization or oversight that would bypass local Boards of Education.* On motion by Mrs. Rainier and second by Mr. Campbell, the resolution was approved as presented by acclamation.

B. Request for Approval of Resolution Regarding Vouchers (Tab 3)

Dr. Gilbert read a resolution developed at the request of Mrs. Wade stating that the Board *opposes any legislation or any other similar effort to create a voucher program in Tennessee that would divert money intended for public education to private schools.* On motion by Mr. Barrett and second by Mrs. Phillips, the resolution was approved as presented by acclamation.

Mrs. Smith stated that the Board is the voice of the community, and Mr. Barrett added that some legislation has “unintended consequences” such as taking money away from the public school system. The resolutions will be shared with legislators.

VI. REPORTS/INFORMATION

A. Evaluation of Director of Schools Report—Dr. Tammy Grissom (Tab 4)

Dr. Grissom thanked the Board for all they do to support the educational system. She provided the Board with a copy of the 2011-12 evaluation of Dr. Gilbert. She pointed out the following divisions and total mean scores:

Appendix A/Administrators—3.69

Appendix B/Board Assessment

Board Relationship—3.40

Community Relationships—3.82

Staff and Personnel Relationships—3.28

Facilities and Finance—3.76

Vision—3.33

Student Achievement—3.79

Total Mean Score for Appendix B—3.56

Appendix C/Annual Objectives—3.69

Dr. Gilbert’s overall evaluation score was 3.63, this being out of a possible 4.0. Dr. Grissom congratulated Dr. Gilbert on an excellent evaluation.

B. Personnel Update (Tab 5)

C. Monthly Revenue and Expenditure Report (Tab 6)

Mr. Anderson reported that the district is doing well. Expenditures are at 44% compared to 48.5% last year at this time. He explained that what appears to be significant increases in a couple of line items are actually due to movement of some funding to more appropriate line items in the Skyward financial management system.

D. Attendance Report (Tab 7)

Mr. Anderson reported that the district has increased 13 students from last month and 114 students over the budgeted enrollment. This is a growth of 4.3% over the beginning of school last year or 3.8% over enrollment at the end of the last school year. Pupil:teacher ratios are: K-3—19.8; 3-6—20.96, and district—19.76. Grade level (K-3 and 4-6) enrollments have not increased to the limit of 20.49 that would require hiring additional teachers.

VII. OTHER BUSINESS

In response to Mr. Campbell's question regarding the district's building projects, Mr. Anderson explained that the Hobgood building project is on time in spite of bad weather, and the City is assisting the district with ongoing negotiations to purchase property for the new school. The building design for that school is ready and has been approved by the Board.

Mrs. Wade asked Board members to email Mrs. Ridley with any items they wish to be included on the next board meeting's agenda.

VIII. ADJOURNMENT

There being no further business, Chair Wade adjourned the meeting at approximately 6:30 p.m.

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, February 12, 2013
6:00 p.m.—Central Administration Building

ATTENDANCE

Board: Chair Mary Wade, Jared Barrett, Andy Brown, Butch Campbell, Nancy Phillips, Nancy Rainier, Collier Smith, and Council Liaison Ron Washington.

Staff: Director Linda Gilbert, Gary Anderson, Sheri Arnette, Caresa Brooks, Kim Frank, Patty Kennedy, Karen Hawkins, Greg Lyles, Kristina Maddux, and Lisa Trail.

Others: Staff Attorney Kelley Baker, Councilwoman Madeline Harris and others.

I. CALL TO ORDER BY BOARD CHAIR

Chair Mary Wade called the meeting to order at approximately 6:00 p.m.

II. DISCUSSION OF BOARD COMPENSATION

Mrs. Phillips explained that she asked that board compensation be revisited as it has not been increased since first proposed by the late Councilman John Pittard in 2000. She provided information regarding the increased student population, school facilities, etc., for which the Board has responsibility. Initially, the Board met once a month at the current compensation rate of two hundred dollars (\$200) per month, but now meets twice a month. She has communicated with the Mayor and Councilman Washington, and their feedback was to be transparent in these discussions. Dr. Brown stated that he would not vote in favor of any recommended increase as compensation was not the reason he ran to be on the Board, he just wanted to serve. Mrs. Phillips stated that due to the time it takes with increased meetings and responsibilities, she did not want the pay to prohibit anyone from running due to monetary constraints; i.e., babysitting costs, etc. Mr. Campbell moved to recommend to City Council that the Board's compensation beginning in the next fiscal year be raised to \$200 for attendance at the first meeting of the month, \$100 for attendance at the second meeting of the month, but with no additional compensation for attendance above two meetings in a month, capping compensation at \$300 per month; Mrs. Rainier seconded the motion. Following additional discussion, Dr. Brown called to motion. On roll call: Barrett—yes; Brown—no; Campbell—yes; Phillips—yes; Rainier—yes; Smith—yes; Wade—yes. The motion carried.

Mrs. Phillips moved that the Board revisit board compensation on a biannual basis; Mrs. Rainier seconded the motion. On roll call: Barrett—yes; Brown—no; Campbell—yes; Phillips—yes; Rainier—yes; Smith—yes; Wade—yes. The motion carried.

III. DISCUSSION OF EMPLOYEE VISION AND DENTAL INSURANCE

Mr. Ringstaff provided information detailing a dental plan for employees offered through Blue Cross/Blue Shield. He pointed out that a major difference was that the existing Delta Dental Plan has a \$500 maximum and pays 80% for preventive services while BCBS has a \$750 maximum and pays 100% of preventive services. With BCBS, employees would have the option of selecting a more enhanced plan that would include such options as orthodontic coverage, etc. He pointed out that the district pays for individual coverage. The cost for individual coverage would be applied to the cost for an employee who chooses Employee + Spouse, Employee + Children, and Family with the employee paying the difference.

Mr. Ringstaff also pointed out that currently MCS does not offer vision insurance to employees. He provided the Board with information about a BCBS vision plan that he would like the school district to make available noting that 100% of the cost would be paid by the employees.

Mr. Ringstaff recommended that the Board approve changing from Delta Dental to the BCBS Dental Plan, Basic and Enhanced Options, with costs as indicated, and that the district offer the BCBS Vision Plan at the employee's expense. Dr. Brown moved to approve the Dental and Vision plans as indicated by BCBS; Mr. Campbell seconded the motion. The motion carried by acclamation.

IV. CONSTRUCTION UPDATE

Mr. Anderson provided the document titled "District-Wide Construction, Renovation and Major Maintenance Projects Update, February 12, 2013." He pointed out that the Hobgood renovation is two weeks behind due to inclement weather, but the contractor has indicated that this time can be made up. The cost of the Bradley elevator installation came in over budget by \$10,796, but the MNE roof bid came in \$66,975 under projected cost. He reported that parking lot resurfacing will take place at MNE, MNP, Discovery, and Bellwood over the summer. The system is moving ahead on the front door entrance security locks and audio/video system installations. The City is continuing to assist the district in locating a site for the new west elementary school.

V. APPROVAL OF CONSTRUCTION BID FOR MNE ROOF

Mr. Anderson asked for Board approval to accept the bid from Marion & Green Roofing for the MNE gymnasium area reroofing at a cost of \$76,025.00. Mrs. Phillips moved to approve the bid from Marion & Green Roofing as presented; Mr. Barrett seconded the motion. The motion carried by acclamation.

VI. APPROVAL OF CONSTRUCTION BID FOR BRADLEY ELEVATOR

Mr. Anderson asked for Board approval to accept the bid from Baron Construction, LLC, for the installation of the elevator at Bradley Academy at a cost of \$260,796.00. Mr.

Campbell moved to accept the bid from Baron Construction, LLC; Dr. Brown seconded the motion. The motion carried by acclamation. Mr. Campbell noted that there were no local bidders for the project. Mr. Washington stated that for this type of work, he was not surprised, but added that it is likely the company will contract out to local companies for some parts of the construction.

Mr. Campbell inquired about where the district is in the search for a new school site. Mr. Anderson stated that the City continues to assist the district in the search, and there are approximately three possible sites for consideration at this time. The target date to open the new school is still the fall of 2014. He explained that there are many variables involved when determining which site would be most suitable for the new school such as geotechnical surveys, traffic flow, infrastructure, impact on zoning, etc. Mrs. Phillips asked if the Board could look at the properties. Mr. Washington stated that he believed it would be best for the Board to not become involved in that it would assure that the negotiations process would not be affected, and also that qualified engineers, professionals in their respective fields, etc., would be the persons who could determine the feasibility of each property based on numerous factors. The process of selecting a site is more complicated than in past years due to the locations of available sites.

VII. APPROVAL OF ADDITIONAL GUIDANCE COUNSELOR FOR JOHN PITTARD ELEMENTARY

Dr. Gilbert explained that John Pittard Elementary has excellent teachers, and the district has provided support/resources such as professional development to assist them. In evaluating the needs of the school, she believes that the school would benefit from the assistance of an additional guidance counselor to help address the growing needs of the whole child, mentally, socially, etc. and to address personnel issues in the comprehensive approach that the district is taking district-wide. Dr. Brown noted that early intervention and corrective action should continue to be assessed district-wide. Mrs. Rainier stated that the mobility rate at Pittard is very high. Mrs. Phillips asked the administration to determine how many apartment complexes are contained in Pittard's school zone, and Dr. Brown asked that trailer parks be included in the research.

In response to Mrs. Wade's question, Dr. Gilbert stated that Dr. Brooks and Mrs. Arnette are paid from Race to the Top; the district has another year of funding from RTTT.

Mrs. Phillips moved to approve an additional guidance counselor for John Pittard Elementary; Mr. Barrett seconded the motion. The motion carried by acclamation.

VIII. DISCUSSION OF TECHNOLOGY INFRASTRUCTURE EXPENDITURE

Mr. Anderson provided the Board with a document detailing the cost to increase the district's data storage capacity. He explained that the Board had previously approved an expenditure to increase storage when the district purchased Skyward. However, the police department, as a result of their safety evaluations at each school, has suggested that the district purchase more cameras with better resolution. In addition, the district is

purchasing cameras, monitors, etc. for the buzzer entry system for each school. The district recently was at 96% capacity, and to address this issue, cameras are storing video for seven days instead of the typical fourteen days. Rolling out the Skyward program, parent portal, etc., and now with the recommended technology needed to upgrade the district's safety, the district will once again need to purchase additional storage. The Board was not asked to approve this purchase this evening but was made aware that eventually this request will be made. Mrs. Phillips stated that the parent portal is only effective if teachers keep it updated.

IX. SAFETY UPDATE

Dr. Gilbert shared that the police department has provided the district with 65 safety training sessions with 625 teachers trained. She noted that at the Safety Summit, it was clear that the approach to safety is a comprehensive plan to include addressing behavioral and health issues. Ten district administrators have had CPI training so they are now trainers within the district.

Mrs. Baker noted that the safety plan is confidential by state law, and only information that will not compromise the safety plan may be shared with the public. The police department has conducted a safety assessment at each school, and a confidential report has been or will be presented as recommendations of what measures may be taken to increase safety at the schools. Larry Willeford has already begun to address these recommendations. Dr. Gilbert stated that she will be sending a letter to parents letting them know how the safety measures will affect everyday routines such as dropping a child off or picking a child up, checking a child out early, etc. Some new measures would be that any parent escorting their child to their classroom in the morning must enter through the front of the building and sign in and sign out when leaving. A photo ID will be required. Mr. Campbell suggested that the visitor be required to leave their driver's license which will assure that the visitor's pass is returned. There was discussion regarding how to handle situations where an individual does not possess a photo ID. Staff will research options for handling such situations. Mrs. Phillips asked that as security measures are tightened, that the schools not lose their family-friendly atmosphere. Dr. Gilbert stated that she will look into how to address a visitor who arrives at the door to be buzzed in but cannot speak English. Mr. Ringstaff shared that Board members can have picture ID's made by the Human Resource staff.

Dr. Brown emphasized the importance of safety re-inspections at schools with ongoing random monitoring.

X. SCORE'S "STATE OF EDUCATION IN TENNESSEE" REPORT

Dr. Gilbert provided Board members with a copy of SCORE'S report stating that she is proud of where the district is now.

I. BOARD POLICY REVIEW

For Further Discussion:

PER 46—Employee Use of Social Electronic Media (*New Policy*)

Mrs. Smith provided the Board with the following recommendation:

Consider changing the wording on PER 46 line 45 to "instead of parents requires approval." Then say, "With written permission from the Director of Schools/designee and parent/guardian, a faculty member may communicate via electronic media with students. In an emergency situation where permission had not been previously granted the school principal must be included in the communication." Then back to current last sentence.

Mrs. Smith also provided a letter written by a teacher regarding communicating via electronic media with students. She added that some teachers have been communicating with students via email. Dr. Gilbert stated that she is not comfortable with teachers using email to communicate with students, both to protect the student and the teacher. If email is to be used, she would ask that principals be copied.

Mrs. Rainier stated that she has visited schools and asked about this, and only two responded that they are currently doing this. She stated that looking at the pros and cons, she is confused about whether it is a good thing or not. Mrs. Phillips stated that she is concerned as it only takes one to misuse the email and create an incident that could ruin a career or cause harm to a child. She asked if teachers could email parents instead of the students. Dr. Brown noted that he did not believe the district could count on parents to read the emails. With a policy, the district would have more control over these situations. Mr. Barrett stated that the policy could include that principal or principal's designee be copied. Mrs. Hawkins stated that there is a program, Edmodo, being piloted in a couple of schools by which the student and teacher can communicate, but it is controlled through the district's intranet and not on "aol" or "gmail." Students need a folder to drop their documents in, and this a secure way to allow this type of student/teacher electronic communication. Mrs. Phillips asked for a demonstration of that program. Mr. Campbell stated that he still has concerns with teachers and students emailing each other. Dr. Gilbert stated that the issue is the one-to-one communication with teacher and student and the administration not being aware.

Following additional discussion, Dr. Brown moved that line 45 read:

With written permission from the Director of Schools/designee and parent/guardian, a faculty member may communicate via electronic media with students. The school principal/designee must be included in the communication.

Mrs. Smith seconded the motion. On roll call: Barrett—yes; Brown—yes; Campbell—yes; Phillips—no; Rainier—no; Smith—yes; Wade—no. The motion carried with a majority of four in favor, and three opposed.

For Discussion:

IS 7—Selection of Instructional Materials (Other Than Textbooks) (*No Recommended Revisions*)

PER 18—Professional Learning (*Complete Rewrite*)

PER 3—Teacher Effect Data (TVAAS) (*Complete Rewrite*)

STU 41—Inspection and/or Challenge of Instructional Material (*Complete Rewrite*)

There were no recommended changes to IS 7 and PER 18.

Two recommended revisions to PER 3: delete “and school board members” on line 10 and change “Superintendent” on line 32 to “Director of Schools”.

Recommended change to the Reconsideration of Instructional Materials Form—in numbered items change “book” to “instructional media.”

Mrs. Rainier moved to approve IS 7 and PER 18 as presented, and to approve PER 3 and STU 41 with the recommended revisions; Dr. Brown seconded the motion. The motion carried by acclamation.

Mrs. Phillips asked if a line item could be added to the budget that would purchase a table for Board members at the Foundation’s Celebration as representatives of the school district. She did not want the cost to prohibit any Board members from attending. Mrs. Smith asked that as the Board’s liaison, she would address this with the Foundation.

II. REVIEW OF FEBRUARY 26, 2013 DRAFT AGENDA

Mrs. Wade asked that any suggested revisions/additions to the agenda be emailed to Dr. Gilbert.

III. ADJOURNMENT

There being no further business, Chair Wade adjourned the meeting at approximately 8:35 p.m.

Director of Schools

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

LOCAL FIELD TRIPS FOR BOARD CONSIDERATION AND APPROVAL
FEBRUARY 2013

SCHOOL	GRADE/GROUP	INSTRUCTIONAL VALUE OF THE ACTIVITY	COST PER	STUDENTS	DATE OF	HOW	DESTINATION
	PARTICIPATING		STUDENT	PARTICIPATING	TRIP	FUNDED	
BW	Pre-K	Students will learn personal safety through hands on experience	\$7.00	8	2/25/13	Class Acct	Murfreesboro Fire Department
BW	Pre-K	To classify animals into different groups	\$0	60	2/28/13	Grant	Discovery Center
CL	5	Observe the manufacturing process from raw materials to the finished product	\$2.50	40	3/7/13	Students	Nissan (Smyrna)
CL	5	Observe the manufacturing process from raw materials to the finished product	\$2.50	40	3/12/13	Students	Nissan (Smyrna)
CL	5	Observe the manufacturing process from raw materials to the finished product	\$2.50	40	3/13/13	Students	Nissan (Smyrna)
CL	6	To observe architecture & artifacts as they relate to the Greek culture & mythology	\$6.60	102	3/28/13	Students	Parthenon, Nashville
CL	3	To expose & enlighten our students to theatrical plays	\$7	120	5/16/13	School	Cannon County Performing Arts
HG	3rd - 6th	Students are working towards a reading goal to earn a ticket to the game	\$0	225	5/14/13	Title	Nashville Sounds Education Day
JP	5	Identify significant examples of art, music & literature from various periods in US History	\$7.50	80	3/27/13	Students	Country Music Hall of Fame
JP	5	Identify significant examples of art, music & literature from various periods in US History	\$7.50	80	3/28/13	Students	Country Music Hall of Fame
NF	5	Explore the structure of a cave, including the physical/chemical changes that take place	\$8.00	115	3/7/13	Parents	Cumberland Caverns
SC	2	Learn about the life cycles of various animals and about heredity	\$10	170	4/12/13	Parents	Lucky Ladd Farms
SC	2	Experience hands on activities of what life was like during the 1860's in TN	\$10	160	5/10/13	Families	Sam Davis Home
ES	5	Learn about the Battle of Stones River and how battles were fought in civil war time	\$1.00	121	3/28/13	Students	Stones River Battlefield

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term: EMPLOYEE USE OF SOCIAL ELECTRONIC MEDIA	Descriptor No: PER 46	Date Adopted:
	Reviewed/Revision Adopted:	

1 Electronic Media

2 Murfreesboro City Schools realizes the use of electronic media has become increasingly popular.
3 The school district also understands guidelines and procedures must be established and followed
4 in order to ensure such forms of communication are used appropriately.

5
6 Electronic media includes all forms of social media, such as text messaging, instant messaging,
7 electronic mail (e-mail), Web logs (blogs), electronic forums (chat rooms), video-sharing Web
8 sites (e.g., YouTube), editorial comments posted on the Internet, and social network sites (e.g.,
9 Facebook, MySpace, Twitter, LinkedIn). Electronic media also includes all forms of
10 telecommunication such as landlines, cell phones, and Web-based applications.

11
12 As role models for the district’s students, employees are responsible for their public conduct
13 even when they are not acting as district employees. Employees will be held to the same
14 professional standards in their public use of electronic media as they are for any other public
15 conduct. If an employee’s use of electronic media interferes with the employee’s ability to
16 effectively perform their job duties, the employee is subject to disciplinary action. If an
17 employee wishes to use a social network site or similar media for personal purposes, the
18 employee is responsible for the content on the employee’s page, including content added by the
19 employee, the employee’s friends, or members of the public who can access the employee’s
20 page, and for Web links on the employee’s page. The employee is also responsible for
21 maintaining privacy settings appropriate to the content.

22
23 An employee who uses electronic media for personal purposes shall observe the following:

- 24 • The employee may not set up or update the employee’s personal social network page(s)
25 using the district’s computers, network, or equipment and/or while performing MCS
26 assigned duties.
- 27 • The employee shall not use the district’s logo or other copyrighted material of the district
28 without express, written consent.
- 29 • The employee continues to be subject to applicable state and federal laws, MCS school
30 board policies, and any administrative regulations, even when communicating regarding

31 personal and private matters, regardless of whether the employee is using private or
32 public equipment, on or off school grounds. These restrictions include:

- 33 • Confidentiality of student records.
- 34 • Confidentiality of health or personnel information concerning colleagues, unless
35 disclosure serves lawful professional purposes or is required by law.
- 36 • Confidentiality of district records, including educator evaluations and private
37 e-mail addresses.
- 38 • Copyright law
- 39 • Prohibition against harming others by knowingly making false statements about a
40 colleague or the school district.

41 42 Use of Electronic Media with Students

43 Murfreesboro City Schools is comprised of Pre – K through sixth (6th) grade students. The need
44 for an employee to use electronic media to communicate with elementary students instead of
45 parents **requires approval** is remote. ~~Therefore, employees are highly discouraged to~~
46 ~~communicate with current MCS students through electronic media. In situations where there is~~
47 ~~a need to communicate with a current MCS student(s) through e-mail electronic media,~~
48 ~~written permission from the Director of Schools/designee is required or in emergency~~
49 ~~situations the school principal must be included in the communication.~~ With written
50 permission from the Director of Schools or designee and parent/guardian, a faculty
51 member may communicate via electronic media with students. The school principal or
52 designee must be included in the communication. An employee is not subject to these
53 provisions to the extent the employee has a social or family relationship with a student's parents.

54
55 The following definitions apply regarding the use of electronic media with students:

- 56 • Electronic media includes all forms of social media, such as text messaging, instant
57 messaging, electronic mail (e-mail), Web logs (blogs), electronic forums (chat rooms),
58 video-sharing Web sites (e.g., YouTube), editorial comments posted on the Internet, and
59 social network sites (e.g., Facebook, MySpace, Twitter, LinkedIn). Electronic media also
60 includes all forms of telecommunication such as landlines, cell phones, and Web-based
61 applications.
- 62 • Communicate means to convey information and includes a one-way communication as
63 well as a dialogue between two or more people. A public communication by an
64 employee that is not targeted at students (e.g., a posting on the employee's personal
65 social network page or a blog) is not a communication: however, the employee may be
66 subject to district regulations on personal electronic communications. Unsolicited
67 contact from a student through electronic means is not a communication.

68
69
70
71
72
73
74 _____
74 Cross Reference:

75
76 BO 45—Social Media Use and Internet Posting

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term: PROFESSIONAL LEARNING	Descriptor No: PER 18	Date Adopted: 4/79
	Reviewed/Revision Adopted: 8/01; 3/04	

1 Professional learning refers to planned activities designed to increase the competencies needed
2 by all personnel in the performance of their responsibilities. Competencies are defined as the
3 knowledge, skills, and attitudes which enable personnel to perform their tasks with maximum
4 effectiveness.

5
6 *Administrative & Supervisory Employees*

7
8 As a means of supporting the district’s mission, vision, and goals, the administrative and
9 supervisory personnel shall show evidence of continual professional growth by:

- 10 • Attending required professional learning opportunities;
11 • Seeking additional professional learning opportunities that align with individual
12 professional and school/departmental goals;
13 • Completing the required Tennessee Academy of School Leaders training;
14 • Studying professional literature;
15 • Meeting with other professionals for discussion (examples: professional learning
16 communities, study councils, professional organizations, etc.); and
17 • Otherwise being knowledgeable of current best practices and research in methodology,
18 curriculum, and student growth and development or in their area of expertise.

19
20 *Professional Employees*

21
22 A team of professional district and school leaders shall assess system-wide and/or school needs,
23 establish priorities, develop objectives, design activities, and evaluate the professional learning
24 program. Professional learning credit shall not be given while performing duties which are
25 required as part of regular teaching assignments or for activities identified in the Tennessee
26 Department of Education’s inservice guidelines as inappropriate. Individuals who miss such
27 activities without prior approval of the Director of Schools shall have their last salary adjusted to
28 compensate for the day(s) missed.

29
30 *Support Personnel*

31
32 The immediate supervisor shall be responsible for providing the appropriate trainings and/or
33 professional learning opportunities. Absences to attend meetings relating to the employee’s job
34 description may be granted by the Director of Schools without loss of pay to the employee.

35

36 *PROFESSIONAL LEARNING PROGRAM*

37

38 The staff development program must be designed to improve student learning by focusing on the
39 following:

40

- 41 • Schools focusing on learning;
- 42 • District and building administrators working with staff to clarify goals and expectations
43 through the School Improvement Plan;
- 44 • Focusing on changes in curricular, instructional, and assessment practices with improved
45 student learning as the goal; and
- 46 • Providing appropriate professional learning experiences at the school level and system
47 level, with fellow assistance from curriculum and supervisory personnel to help
48 incorporate the new teacher learning into ongoing practice.

49

50 Professional learning opportunities for educators will help shape organizational cultures to
51 promote high student performance and learning so that they can meet the challenge of
52 tomorrow's world and workplace. Professional learning programs and activities shall reflect the
53 national professional learning standards developed by Learning Forward and adopted by the
54 Tennessee State Board of Education and shall reflect the needs identified in school improvement
55 plans. The Board may pay expenses of selected personnel who participate in the professional
56 learning sessions conducted by Tennessee Department of Education or other approved state or
57 national professional development sessions approved by the Director of Schools.

58

59 The Director of Schools shall be responsible for the continuous development of the district's
60 professional learning plan that is supported by data and is in the best interests of the students,
61 increases teacher effectiveness, and/or results in increased efficiency.

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Legal References:

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State Department of Education
Guidelines for Planning Approvable
In-service Education Activities, 1997

T.C.A. 49-6-3004(c)(1)
T.C.A. 49-5-5703(a)

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term: TEACHER EFFECT DATA (TVAAS)	Descriptor No: PER 3	Date Adopted: 10/96
	Reviewed/Revision Adopted: 9/01	

1 T.C.A. 49-1-606(b) states:
2

3 Annually, data from the Tennessee comprehensive assessment program (TCAP) tests, or their
4 future replacements, will be used to provide an estimate of the statistical distribution of teacher
5 effects on the educational process of students within school districts for grades three through
6 eight (3-8).
7

8 The estimates of specific teacher effects on the educational progress of students will not be a
9 public record, and will be made available only to the specific teacher, the teacher's appropriate
10 administrators as designated by the local board of education ~~and school board members~~.
11

12 The estimates of specific teacher effects may also be made available to the State Board-approved
13 teacher preparation programs of individual teachers. The estimates made available to the
14 preparation programs shall not be personally identifiable with a particular teacher.
15

16 Murfreesboro City Schools believes that the measurable impact that an individual teacher has on
17 student learning is important and essential to making sound educational decisions for students
18 and teachers. The district believes that teacher effect data should be one of multiple inputs used
19 in identifying effective teachers. Analysis of aggregate teacher effect data as part of a larger
20 definition of effectiveness will allow the district to identify district trends in teacher
21 performance; engage in comprehensive district planning; chronicle a teacher's performance over
22 his/her years of service with the district; target support to schools and teachers; and address
23 district-wide teacher performance issues that arise in certain subjects and content areas.
24

25 The Board of Education designates the following as the appropriate administrators to receive and
26 be responsible for teacher effect data:
27

- 28 1. Building Principals, including Assistant Principals, of employees within his/her school;
- 29 2. Superintendent; and
- 30 3. The Superintendent's designees. The Superintendent's designees may include but are not
31 limited to staff members involved in the teacher evaluation and/or professional
32 development process who have been identified and approved by the **Director of Schools**
33 ~~Superintendent~~; and the heads of the following departments and their designees who have
34 a legitimate employment purpose for accessing and using an individual employee's
35 teacher effect data:

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- a. Department of Instruction
- b. Department of Human Resources

Teacher effect data should be accessed and used only by those with a legitimate employment purpose for accessing and using the data (e.g., evaluation process, employee hiring/placement process, professional development process). The district shall monitor and track the access and use of teacher effect data. Additionally, reproduction of teacher effect data by any means and in any form is strictly prohibited. Violations of this provision and any unauthorized or inappropriate access or use of teacher effect data could result in disciplinary action up to and including termination of employment.

Legal Reference:

T.C.A. 49-1-606(b)

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term: INSPECTION AND/OR CHALLENGE OF INSTRUCTIONAL MATERIAL	Descriptor No: STU 41	Date Adopted: 5/98
	Reviewed/Revision Adopted: 7/01	

1 The Murfreesboro City Board of Education recognizes the right of citizens to offer suggestions,
2 criticisms, and complaints concerning the use of instructional materials in the school system.
3 Instructional materials will include print and non-print materials, and other learning resources.
4 When the suitability of particular books or other instructional materials is questioned, the
5 following procedures will be used:

6
7 Teacher and/or Library Media Specialist

- 8
- 9 • Listen courteously to the complaint
- 10 • Explain rationale for use of the material
- 11 • Refer the complaint to the principal if the attempt to explain is unsuccessful
- 12

13 Principal

- 14
- 15 • Listen courteously to the complaint
- 16 • Explain rationale for the use of the material
- 17 • If issue is not resolved, inform the complainant that formal objections to the material may
18 be filed with the Director of Schools’ designee and provide them the instructions and
19 form “Citizens Request For Reconsideration of Instructional Materials”
- 20 • Determine whether the materials may be sufficiently in question to immediately withdraw
21 from use pending review
- 22

23 Procedure for Filing and Processing the Form “Citizens Request For Reconsideration of
24 Instructional Materials”

- 25
- 26 • The complainant will file the complaint form with the office of the Director of Schools
- 27 • The materials in question will be reviewed by a media review committee appointed by the
28 Director of Schools composed of the following:
- 29
- 30 1. Coordinator of Curriculum, Chair (responsible for record-keeping)
- 31 2. Principal of school involved
- 32 3. School library media specialist
- 33 4. Teacher representing school and subject area involved
- 34 5. Lay person (example: PTO officer from school where complaint originated)
- 35

- 36 • Committee will consider the material with specific objections in mind and a report will be
37 filed with the Director of Schools describing the review process and stating
38 recommendations of the committee.
- 39 • If the matter was not resolved through the review committee process, the Director of
40 Schools will submit the report to the Board of Education for final action. The Board of
41 Education will report it's decision to the complainant and to each school in the system.
- 42 • Any material that has been through the review process within the past three (3) years will
43 not be reconsidered. The earlier committee action will stand.

44
45 The review of questioned materials shall be treated objectively as an important matter. Invitation
46 shall be extended to those persons or groups filing complaints to meet with the committee at a
47 specified date, time and place to present their opinions. The school librarian, teacher or any other
48 person involved in the selection of the questioned material shall have the same opportunity. The
49 best interests of the students, school and community shall be of paramount consideration.

50
51 Instruction to Media Review Committee

- 52
53 • Base decisions on the principal of freedom to learn rather than on the defense of specific
54 items of instructional material. Freedom of inquiry is vital to education in a democratic
55 society.
- 56 • Study all materials referred and read available reviews on the materials. Consulting
57 standard evaluation aids and the collections of other schools should check general
58 acceptance of the material.
- 59 • Passages should not be taken out of context. Values and faults should be weighed against
60 each other with the decision based on the material as a whole.
- 61 • Committee report should contain both majority and minority opinions as appropriate to
62 the particular review.

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72 _____
73 Legal Reference:

74
75 T.C.A. 49-6-7003
76 Island Trees/Union Free School District v. Pico. 457 U.S. 853, 102 S. Ct. 2799 (1982)

1 **Murfreesboro City School Board Policy STU 41--Reconsideration of Instructional**
2 **Materials Form**

3
4 Author: _____

5
6 Hard Cover () Paperback ()

7 Title: _____

8 Publisher (if known): _____

9
10 Other Materials ()

11 Identify: _____

12
13 Request by: _____

14
15 Telephone: _____

16
17 Address: _____

18
19 City: _____ Zip Code: _____

20
21 Complainant represents:

22
23 ___ Self

24
25 ___ Organization

26 (Name) _____

27
28 ___ Other (Identify): _____

29
30
31 1. To what in the book/instructional media do you object? (Please be specific; cite pages):

32
33
34
35 2. What do you feel might be the result of reading this book/instructional media?

36
37
38
39 3. For what age group would you recommend this book/instructional media?

40
41
42
43 4. Is there anything good about this book/instructional media?

44
45
46
47 5. Did you read the entire book/instructional media? What parts:

48
49
50
51

52 6. Are you aware of the judgment of this book/instructional media by literary critics?

53

54

55

56

57 7. What do you believe is the theme of this book/instructional media?

58

59

60

61 8. What would you like for your school to do about this book/instructional media?

62

63 _____ Do not assign it to my child.

64

65 _____ Withdraw it from all students as well as from my child.

66

67 _____ Send it back to the _____ Dept/office for reevaluation.

68

69

70

71

72

(Date)

(Signature of Complainant)

MCS Resignations, Retirements, Leave of Absence and New Hires as of 2-14-13

Licensed Personnel Hired

Last Name	First Name	Location	Position/Experience
Bartch	Lea	C/O, DS	Asst. Prin./Gifted Coor
Richardson	Kim	DS(repl. Verbic)	Int to 1 st , BS-O
Grimes	Stanley	JPE	PE/BS-O (Part-time)

Leave Of Absence ~ Instructional Personnel

Last Name	First Name	Location	Position/Experience
Murphy	Alison	MNE	4 th Grade
Cole	Alana	ESE	Deaf Ed Interpreter
Alsup	Gail	MNE	6 th Grade

Interim Instructional Personnel

Last Name	First Name	Location	Position/Experience
Morton	Anita	MNE (Murphy)	Sped.EA-4 th Int. BS-O
Wright	Wendy	ESE (Cole)	Interim Deaf Ed Int.
Lovvorn	Jennie	MNE (Alsup)	5 th , BS-0

Resignations Certified

Last Name	First Name	Location
Davis-Louis	Shavon	MNE
Verbic	Chandra	DS

Resignations Classified

Last Name	First Name	Location
Priestley	Jay	SC (EA)
Rogan	Natasha	SC (MDA)
Cajka	Kristin	BW (MDA)
Parker	Julia	BW (MDA)
Morgan	Janine	BW (MDA)
Glimps	Reginald	ESE -custodian

Classified Personnel Hired

Last Name	First Name	Location	Position
Jackson	Jeremy	SC	MDA
Maurer	Jacque	SC	MDA
Fowles	Deltra	BW	MDA
Pate	Stephanie	NFE	SPED MDA
Lush	Debbie	HG	MDA
Heller	Erik	DS	MDA

COMPARISON OF BUDGET TOTALS
July 1, 2012 Thru January 31, 2013

TOTAL INCOME	7/1/12 - 1/31/13	\$	29,865,769
TOTAL EXPENSES	7/1/12 - 1/31/13		28,513,644
			<hr/>
NET INCOME	1/31/13	\$	1,352,125
			<hr/>

YEAR-TO-DATE REVENUE COMPARISON

JANUARY 2013

PAGE 1

BUDGET CLASS.	2011-12 BUDGET	2011-12 YTD REV.	2011-12 OVR/(UNDR) BUDGET	2011-12 %	2012-13 BUDGET	2012-13 YTD REV.	2012-13 OVR/(UNDR) BUDGET	2012-13 %
40110-Current Prop. Tax	\$10,240,500.00	\$5,147,176	(5,093,324)	50.3%	\$10,775,000.00	\$5,292,714.00	\$ (5,482,286)	49.1%
40210-Local Option Sales Tax	6,654,800	2,765,888	(3,888,912)	41.6%	6,798,775	2,995,896	(3,802,879)	44.1%
40000-41110-Other County Rev	1,517,700	713,043	(804,657)	47.0%	1,459,000	749,417	(709,583)	51.4%
44000-Other Local Revenue	307,600	192,327	(115,273)	62.5%	351,750	43,321	(308,429)	12.3%
46511-Basic Educ. Program	28,075,000	16,869,000	(11,206,000)	60.1%	29,838,000	17,926,200	(11,911,800)	60.1%
46512-BEP ARRA	-	-	-	N/A	-	-	-	N/A
46615-Ext. Contract-ARRA	-	72,829	72,829	N/A	-	-	-	N/A
46530-Energy Efficient Sch	-	151,251	151,251	N/A	-	-	-	N/A
46990-Other State Funds	455,450	211,465	(243,985)	46.4%	392,241	26,906	(365,335)	6.9%
46592-CONNECT TEN ARRA	-	-	-	N/A	-	-	-	N/A
46595-Family Resource ARRA	25,000	7,403	(17,597)	29.6%	-	-	-	N/A
46595-SSMS ARRA	-	18,372	18,372	N/A	-	-	-	N/A
47000- Federal Funds	31,403	35,545	4,142	113.2%	35,000	25,421	(9,579)	72.6%
49810-Approp./City Gen. Fund	4,810,103	2,805,893	(2,004,210)	58.3%	4,810,103	2,805,894	(2,004,209)	58.3%
49820-Operating Transfers	-	-	-	N/A	-	-	-	N/A
TOTALS	\$ 52,117,556	\$ 28,990,192	\$ (23,127,364)	55.6%	\$ 54,459,869	\$ 29,865,769	\$ (24,594,100)	54.8%

YEAR-TO-DATE EXPENDITURE COMPARISON

JANUARY 2013

PAGE 1

BUDGET CLASS.	2011-12 BUDGET	2011-12 YTD EXP.	2011-12 OVR/(UNDR) BUDGET	2011-12 %	2012-13 BUDGET	2012-13 YTD EXP.	2012-13 OVR/(UNDR) BUDGET	2012-13 %
71100-Reg. Instruction	\$31,132,877.00	\$17,158,244.08	\$ (13,974,633)	55.1%	\$32,360,786.00	\$ 16,601,985.58	\$ (15,758,800)	51.3%
71200-Sp. Ed. Instr.	3,359,032	1,824,866	(1,534,166)	54.3%	3,839,162	1,768,186	(2,070,976)	46.1%
72110-Attendance	82,517	53,596	(28,921)	65.0%	85,545	36,462	(49,083)	42.6%
72120-Health Services	417,785	224,385	(193,400)	53.7%	532,459	242,291	(290,168)	45.5%
72130-Guidance	1,111,999	547,928	(564,071)	49.3%	1,183,009	833,405	(349,604)	70.4%
72210-Reg. Instr. Spprt.	1,342,616	700,279	(642,337)	52.2%	1,332,868	802,315	(530,553)	60.2%
72220-Sp. Ed. Support	756,621	270,848	(485,773)	35.8%	473,963	377,579	(96,384)	79.7%
72310-Bd. Of Educ.	1,059,460	835,200	(224,260)	78.8%	1,168,340	128,620	(1,039,720)	11.0%
72320-Office of Supt.	291,185	169,930	(121,255)	58.4%	301,320	231,113	(70,207)	76.7%
72410-Office of Prin.	2,552,738	1,521,418	(1,031,320)	59.6%	2,974,650	1,436,633	(1,538,017)	48.3%
72510-Fiscal Services	510,649	265,342	(245,307)	52.0%	509,164	310,953	(198,211)	61.1%
72520-Personnel Services	291,833	134,160	(157,673)	46.0%	270,032	173,929	(96,103)	64.4%
72610-Oper. Of Plant	4,659,099	2,301,929	(2,357,170)	49.4%	4,623,471	2,247,396	(2,376,075)	48.6%
72620-Maint. Of Plant	1,313,993	720,774	(593,219)	54.9%	1,333,274	1,055,122	(278,152)	79.1%
72710-Pupil Transp.	1,573,325	741,144	(832,181)	47.1%	1,601,930	1,084,647	(517,283)	67.7%
72810-Other Support	622,671	634,096	11,425	101.8%	689,883	436,169	(253,714)	63.2%
73300-Community Serv	274,032	174,306	(99,726)	63.6%	458,411	203,456	(254,955)	44.4%
73400-Early Childhood Educ	676,364	252,736	(423,628)	37.4%	721,729	347,543	(374,186)	48.2%
76100-Reg. Cap. Outlay	500,000	715,465	215,465	143.1%	370,000	154,174	(215,826)	41.7%
99100-Operating Transfers	-	-	-	N/A	-	41,665	41,665	N/A
TOTALS	\$52,528,796.00	\$29,246,646.08	\$ (23,282,150)	55.7%	\$54,829,996.00	\$ 28,513,643.58	\$ (26,316,352)	52.0%

