

AGENDA

MURFREESBORO CITY BOARD OF EDUCATION

March 26, 2013

6:00 p.m.—Council Chambers

ORDER OF BUSINESS

I. CALL TO ORDER BY BOARD CHAIR

- Pledge of Allegiance led by Murfreesboro City Schools Student Art Competition Winners
- Moment of Silence in Memory of Ms. Tammy Csefalvay

II. APPROVAL OF AGENDA

III. COMMUNICATIONS

- Congratulations to the Murfreesboro City Schools Student Art Competition Winners
- Congratulations to Greg Lyles who has been appointed by the Governor to serve on the Volunteer Tennessee Board.
- Congratulations to Nancy Phillips and “Murph” who have been invited for the second year to the Governor’s Mansion to participate in the March 28 “Egg Roll.”

IV. CONSENT ITEMS (Tab 1)

A. Minutes of the February 26, 2013 Board Meeting and March 12, 2013 Special Called Board Meeting—Policy Work Session

B. Approval of School Fees

C. Approval of Board Policies (*Second Reading*)

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*)

V. ACTION ITEMS

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

STU 4—Entrance Age

VI. REPORTS/INFORMATION

A. Construction Update (Tab 3)

B. Personnel Update (Tab 4)

C. Monthly Revenue and Expenditure Report (Tab 5)

D. Attendance Report (Tab 6)

VII. OTHER BUSINESS

VIII. ADJOURNMENT

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

MINUTES

MURFREESBORO CITY BOARD OF EDUCATION

Tuesday, February 26, 2013

6:00 p.m.—City Council Chambers

ATTENDANCE

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

Staff: Director Linda Gilbert, Gary Anderson, Sheri Arnette, Lea Barch, Carena Brooks, Kim Frank, Patty Kennedy, Greg Lyles, Kristina Maddux, Ralph Ringstaff, and Lisa Trail.

Others: Staff Attorney Kelley Baker, Principals, Councilman Ken Smotherman, Councilwoman Madeline Harris, and others.

ORDER OF BUSINESS

I. CALL TO ORDER BY BOARD CHAIR

Chair Mary Wade called the meeting to order at approximately 6:00 p.m. followed by the Pledge of Allegiance led by Black Fox Fourth Grade Students: Mai Eubanks and Braxton Robinson. The audience remained standing for a moment of silence. Black Fox Elementary Fourth Grade students were selected to view the Emancipation Proclamation at the Tennessee State Museum. Teacher Sharron Hawks stated that this was a wonderful experience for the students and a lifelong memory. Both students spoke of the experience and thanked the Board for approving the trip.

II. APPROVAL OF AGENDA

Mrs. Rainier made a motion to move Reports/Information Item A regarding the new school site as Action Item A, and policies to be Item B; Mr. Barrett seconded the motion. The motion carried by acclamation.

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—Mrs. Trail stated that the Celebration was a success and will provide approximately \$60,000 to be used for teacher grants, parity, etc. that will benefit the students. This year \$40,000 was awarded in grants and \$30,000 parity funding was provided to schools who have difficulty raising funds. She thanked Foundation Chair Doug Young and Celebration Chair Minerva Smith and all others involved for

their hard work. Board member Mrs. Smith thanked Mrs. Trail for her hard work and support of the Foundation.

- 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.
- Ms. Sandy Scheele, Supervisor of Child Nutrition, announced that three MCS schools received 100% on their cafeteria health inspections: Bellwood, Black Fox, and Hobgood. The district-wide average health inspection score is 99%.
- Congratulations to Kristy Mall, third-grade teacher at Discovery, who has been selected as the Tennessee liaison for SENG (Social and Emotional Needs of Gifted), which is an international organization that focuses on the needs of the gifted.
- Dr. Gilbert introduced Ms. Lea Bartch, newly appointed Assistant Principal of The Discovery School and district-wide Gifted Coordinator.

IV. CONSENT ITEMS (Tab 1)

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

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

V. ACTION ITEMS

- A. City School Site

Mr. Anderson provided the Board with documents regarding a prospective school site that the district administration, Mr. Lyons and city departments have been looking into.

He noted that they have vetted nine different sites, added two additional ones, and have landed on a particular site that the city has been in negotiations with. He reviewed the documents provided the Board: Swanson School Site Deal Points, the site plan, construction schedule, artist's rendition of the school, and first and second floor plans. The site is located south of Highway 96 and east of Veterans Parkway, with a creek on one side and mountain on the other making this a beautifully placed school. The school would be located north and west of Cason Lane and Scales, the major growth area.

City Manager Rob Lyons stated that in looking at potential school sites, one must take into consideration other school zones, infrastructure, roads, overcrowding in existing zones, etc., so the process takes input from the school administration, and the city's planning, engineering, and traffic departments. Contact has been made with a number of property owners, and the property being presented for approval is believed to be the best site. The deal points are listed on the document provided to the Board. Mr. Swanson, the property owner, will donate the 25-acre site to the city and also donate the land for the rights of way and easement for utilities. The city's role would be to fund the infrastructure to serve that site, building Street A and B for access to the school, and to provide utilities, as they usually do. Mr. Swanson will have undeveloped land that will be served by the infrastructure.

In response to Mr. Campbell's question, Mr. Lyons stated that they will have to survey to determine the actual property lines, but typically the boundary would go to the middle of the creek. Although the bridge is not something that they have to have, it would be something nice to have so they would encourage Mr. Swanson to consider connecting street A to Kingdom Ridge. He has not committed to the bridge but has been made aware of the advantages in doing so in terms of long-range planning. An additional selling point was to ask Mr. Swanson to consider allowing access to the school site by a pedestrian bridge built by him at his expense. Without the bridge, those families would go to Highway 96 to Veterans Parkway and into the site. Mr. Lyons explained that although there are only two entries to the site, eventually it would be anticipated that streets in the proposed developments would give access.

In response to Mrs. Smith's question regarding the cost of the infrastructure compared to the cost of other infrastructure project costs, Mr. Lyons stated that it depends on several factors, but with the donation of the land by Mr. Swanson it was a win-win situation for both parties.

Mr. Swanson agreed to put a restrictive covenant prohibiting front entry garages to keep individuals from backing into street B which would be problematic for traffic. The value of homes has not been determined, but the lots would possibly be in the 12-15,000 square foot range. The property is in the city limits, but when building a school, a request must be made for a special use permit from BZA. Mr. Barrett thanked the city for bringing the departments together to work on this project. In response to his question, Mr. Johnson, the architect, stated that it is uncertain how much rock is there until the geotechnical investigation takes place; but of the sites looked at, this is one of the better sites in terms of how much earth will have to be moved to get a pad for the building.

Mr. Barrett moved to approve the school site as presented and ask the City to finalize the securing of the property for the construction of the new school. Mr. Campbell seconded the motion. The motion carried by acclamation. Mr. Lyons stated the Council has the final say, and he will take it to Council on Thursday. Dr. Gilbert thanked Mr. Lyons for his leadership and bringing the departments together to find a site, and she thanked Mr. Johnson and Mr. Lynch for attending the meeting.

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

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

Mrs. Baker explained that PER 46 addresses the employee's use of social electronic media to communicate with students providing guidelines so that it does not interfere with their position in the school system. The definition of electronic media was included in the policy. The policy reminds employees that they are role models for the students and are held liable for their public conduct when they are not acting as district employees, and are held to the same professional standards in their public use of electronic media as they are for any other public conduct. If the use of electronic media interferes with the employee's ability to effectively perform their job, they would be subject to disciplinary action in the same manner as they would be subject to disciplinary action if other conduct outside the workplace interferes with their ability to perform their job. Electronic media was defined, and it was stipulated the employee may not use the district's computers, network, or equipment to set up or update the employee's personal social network, shall not use the district's logo or other copyrighted material, and continues to be subject to applicable state and federal laws, board policies, and administrative regulations.

Additional restrictions were reviewed pertaining to confidentiality of student records, health or personal information concerning colleagues and confidentiality of district records, copyright law, and prohibition against harming others. She also noted that an employee must have approval from the Director of Schools or designee and parent/guardian consent to communicate via electronic media with students. The school principal or designee must be included in the communication.

On motion by Mrs. Smith and second by Mr. Barrett, PER 46 was approved as presented on first reading by acclamation.

PER 18—Professional Learning (*Complete Rewrite*)

Mrs. Baker stated that PER 18 is a complete rewrite of the previous policy by the instructional staff. The policy stipulates requirements regarding professional learning offered to staff by the district. On motion by Mrs. Rainier and second by Mr. Barrett, PER 18 was approved as presented on first reading by acclamation.

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

Mrs. Baker explained that PER 3 is a complete rewrite by the instructional staff regarding teacher effect data based on state statute. It was pointed out that Superintendent should be changed to Director of Schools. The Board has to approve who can review teacher effect data, and that is listed beginning on line 25. On motion by Mr. Barrett and second by Mrs. Smith, PER 3 was approved with recommended revisions on first reading by acclamation.

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

Mrs. Baker stated that STU 41 is a complete rewrite of the previous policy by instructional staff and sets forth the procedure one would use to object to some instructional material used by the district. On motion by Mr. Campbell and second by Mrs. Rainier, STU 41 was approved as presented on first reading by acclamation.

VI. REPORTS/INFORMATION

Update of City School Site (Moved to Action Item)

A. Personnel Update (Tab 3)

B. Monthly Revenue and Expenditure Report (Tab 4)

Mr. Anderson reported that the district has completed 58.3% of the fiscal year. The district is in the black, with sales tax revenue up \$230,000 and property tax revenue up \$150,000 over this time last year. Expenditures are in good shape at 52%.

C. Attendance Report (Tab 5)

Enrollment is 81 students over budgeted enrollment, 271 over enrollment at the first day of the school year, and 232 over enrollment at the end of last school year. Pupil:teacher ratios are: K-3, 18.99; 4-6, 20.82; and, district, 19.65. Attendance is 95.30%.

VII. OTHER BUSINESS

VIII. ADJOURNMENT

There being no further business, Chair Wade adjourned the meeting at approximately 6:45 p.m.

Director of Schools

MINUTES

MURFREESBORO CITY BOARD OF EDUCATION
SPECIAL CALLED BOARD MEETING--
POLICY WORK SESSION
Tuesday, March 12, 2013
6:00 p.m.—Central Administration Building

ATTENDANCE

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

Staff: Director Linda Gilbert, Gary Anderson, Sheri Arnette, Lea Bartch, Caresa Brooks, Kim Frank, Greg Lyles, Kristina Maddux, and Ralph Ringstaff.

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

I. CALL TO ORDER BY BOARD CHAIR

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

II. APPROVAL TO PURCHASE BUSES

Mr. Anderson provided the Board documents regarding the date that current buses would be retired. He asked that the Board approve the purchase of two special ed buses as students are on the bus too long. The third, a regular ed bus, would be purchased to replace one that is going out of service. He would like to put the buses out to bid as it takes 5-6 months to receive the buses, and they could be ready for service at the beginning of the school year. The buses would be purchased from fund balance. He also pointed out that three additional buses would have to be purchased next school year. He hopes that state law will allow bus service mileage to go up so the district can keep buses longer. The district has good bus service.

Mrs. Rainier stated that this helps with special ed, but she is still aware that students remain at school too long before their bus arrives to take them home.

Mr. Anderson stated that the district is looking at multiple scenarios (7:30, 8:00, 8:30) to change bell times to help with the transportation issues. He added that the district will have to hire bus drivers and aides (\$30,000 and \$20,000 respectively). The district needs the special ed bus as McKinney Vento has increased.

Mrs. Phillips stated that some parents are not happy and may push back on the 8:30 a.m. bell time, as students who participate in ESP are in there from 6:00-8:30 a.m. Students are in bus rooms too long so the district should look at more buses to solve that problem.

Mr. Campbell stated that this would eventually involve the purchase of six buses at a cost of \$900,00 and the personnel cost of approximately \$50,000 per bus, coming from fund balance. However, he did not want to get behind due to the current need. Mr. Anderson added that additional buses will have to be purchased with the opening of the new school. Most students will come from the Scales zone. Zoning changes will be brought to the Board in the fall. Mr. Anderson added that the district will also face the additional expense to purchase computers and to upgrade safety. Mrs. Phillips voiced a concern that money continue to be put away for technology upgrades.

Ms. Jordan stated that 8-10 buses run double routes, but the longest a child waits in the bus room is 40 minutes.

Mr. Barrett asked if staggered bus times will not only help in the morning, but also in the afternoon. Mrs. Rainier moved for the district to purchase two special ed and one regular ed bus; Mr. Campbell seconded the motion. The motion carried by acclamation.

III. CONSTRUCTION UPDATE

Mr. Anderson reported that Hobgood construction is moving along. Bradley construction begins April 3rd, MNE roof replacement is scheduled, and the district is working with the city's street department regarding parking lot resurfacing. Due diligence surveys, geologic testing, etc. are being done regarding the new school. The last three schools will have front door entrance security complete by spring break. This new safety feature will be activated after parents receive a letter explaining the process. Dr. Gilbert stated that they may have two schools practice using the front entrance safety feature before spring break, but she will meet with principals before drafting the letter. Parents will be notified that they must walk their students to the door. This can be communicated to the community. Mrs. Baker suggested that City Cable 3 could be used.

Mr. Barrett asked that the construction update be made at the televised meeting.

IV. BOARD POLICY REVIEW

Consent Agenda: (Passed on First Reading)

PER 18—Professional Learning *(Complete Rewrite)*

Board Meeting Minutes

Page 3

March 12, 2013

On motion by Mrs. Phillips and second by Mr. Campbell, the Board approved by acclamation to bring PER 18 as presented back to the Board for approval on second reading.

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

On motion by Mr. Barrett and second by Mrs. Phillips, the Board approved by acclamation to bring PER 3 as presented back to the Board for approval on second reading.

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

In response to the question regarding how often material has been challenged, Mrs. Baker responded three times in ten years, coming from library science classes. On motion by Mrs. Rainier and second by Mr. Barrett, the Board approved by acclamation to bring STU 41 as presented back to the Board for approval on second reading.

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

Mr. Campbell moved to approve PER 46 as presented to be brought back to the Board for approval on second reading; Mr. Barrett seconded the motion. Barrett—yes; Campbell—yes; Rainier—yes; Phillips—no; Wade—yes. The motion carried.

For Discussion:

STU 4—Entrance Age (*Revision*)

Mr. Campbell stated that he is concerned with the policy and preschool age, which he communicated to legislators. He is concerned about Head Start if they are to be a certain age. He also stated that the district needs something for non-accredited schools entering MCS. The rules for Head Start are set forth by state government. Pre-K is funded with grants and other funding. What is the mandated age? Dr. Gilbert stated that she would add verbiage regarding preschool. They should hear something in a couple of weeks; Dawn White and Jim Tracy are carrying the bill. Mrs. Payne stated that they have three different funding sources. We will continue with the August 31 date until the bill passes. She noted that preschool will go with a start date of September 1st, and Head Start goes by August 31st. It was asked what if a parent lies, regarding lines 17-21.

Mrs. Rainier moved to approve STU 4 on first reading contingent upon revising if new legislation is passed; Mr. Campbell seconded the motion. The motion carried by acclamation.

V. REVIEW OF MARCH 26, 2013 DRAFT AGENDA

Mrs. Rainier asked that the moment of silence be held in memory of the John Pittard Elementary employee, Ms. Tammy Csefalvay, who recently passed away.

Mrs. Phillips asked that the Board be given information on how the Head Start sequester will affect the district financially. She added that she believes special meetings should be televised; Mr. Barrett agreed.

Mrs. Wade stated that the Board would discuss the possibility of having City Cable 3 televise special called board meetings at the next policy meeting.

Mrs. Wade asked that a date be set for a retreat to work on Vision.

VI. ADJOURNMENT

There being no further business, Mrs. Wade adjourned the meeting at approximately 7:10 p.m.

Director of Schools

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

LOCAL FIELD TRIPS FOR BOARD CONSIDERATION AND APPROVAL
MARCH 2013

SCHOOL	GRADE/GROUP	INSTRUCTIONAL VALUE OF THE ACTIVITY	COST PER	STUDENTS	DATE OF	HOW	DESTINATION
	PARTICIPATING		STUDENT	PARTICIPATING	TRIP	FUNDED	
BR	1	Identify 3 objects in space, the causes of day and night	\$11.00	49	4/19/13	School	Adventure Science Center
BR	K	Be exposed to a live performance of a familiar story & identify story elements	\$2.00	67	5/16/13	Parents	Arts Center (Murfreesboro)
BW	Pre-K	To learn to listen and show fascination to various forms of art	\$8.00	45	5/1/13	Parents/School	Nashville Children's Theatre
BW	Pre-K	Will learn about community helpers and new vocabulary	\$0	60	3/20/13	Fundraiser	Firehouse on Vine St
CL	K	Provide students with a theatre experience including acceptable behaviors	\$10	135	4/19/13	Students	Nashville Children's Theatre
CL	4	To experience a live play on stage	\$6	133	5/8/13	Students	Cannon County Arts Center
CL	6	To introduce 6th graders to the function & flow of Middle School	\$0	108	5/9/13	Administration	Rockvale Middle School
DSRR	6	Visit the only replica of the Greek Parthenon, focus on world history/math	\$10	32	3/15/13	Students	Parthenon (Nashville)
NF	CDC K-6	To gain hands on knowledge of animals and how they are used on jobs	\$0.00	41	3/1/13	Room Accounts	Rodeo @ Miller Coliseum
NF	5	Explore the structure of a cave including the physical and chemical changes	\$11.65	115	3/7/13	Parents	Cumberland Caverns
NF	3rd - 6th	Students compete in track & field. Demonstrate appropriate sportsmanship	\$0	30-35	4/11/13	Special Olympics	MTSU Soccer Field-Special Olympics
NF	2	Understand that objects can move without being touched/principles of gravity	\$10.86	90	5/20/13	Parents	Smyrna Bowling Center
JP	2	Students will understand the diversity of human cultures	\$7	153	5/9/13	Students	Sam Davis Home
JP	1	Students will use this trip to cumulative ideas from the unit	\$6	187	5/20/13	Parent/Teacher Acct	Discovery Center
ES	Spec Ed 3-6	Provide life skills using math & language goals in a real world community	0	18	4/11/13	Special Olympics	MTSU Track - Special Olympics
ES	K-3	Students will experience various gross/fine motor and sensory activities	\$6	8	3/25/13	Classroom Account	Discovery Center
ES	6	Compete in state and regional math contest	\$0	4	4/18/13	School	MTSU - State & Regional Math Contest
Oakland, FH	Pre-K	Recall/identify a variety of careers in our community (Community Helper Day)	\$0	72	3/22/13	Grant	Bellwood-Bowdoin

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.

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74 Cross Reference:

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

20 *Professional Employees*

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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*

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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 Pursuant to T.C.A. §49-1-606(b):
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 the teacher's 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 Murfreesboro Board of Education designates the following as the appropriate administrators
26 to receive and be responsible for teacher effect data:
27
28 1. Building Principals, including Assistant Principals, of employees within the principal's
29 school;
30 2. **Director of Schools**; and
31 3. The **Director of Schools'** designees. The **Director of Schools'** designees may include
32 but are not limited to staff members involved in the teacher evaluation and/or
33 professional development process who have been identified and approved by the
34 **Director of Schools Superintendent**; and the heads of the following departments and
35

36 their designees who have a legitimate employment purpose for accessing and using an
37 individual employee's teacher effect data:

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

40
41 Teacher effect data should be accessed and used only by those with a legitimate employment
42 purpose for accessing and using the data (e.g., evaluation process, employee hiring/placement
43 process, professional development process). The district shall monitor and track the access and
44 use of teacher effect data. Additionally, reproduction of teacher effect data by any means and in
45 any form is strictly prohibited. Violations of this provision and any unauthorized or inappropriate
46 access or use of teacher effect data could result in disciplinary action up to and including
47 termination of employment.

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65 _____
66 Legal Reference:

67
68 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 require
21 withdrawal 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 2. What do you feel might be the result of reading this book/instructional media?

35
36
37 3. For what age group would you recommend this book/instructional media?

38
39
40 4. Is there anything good about this book/instructional media?

41
42
43 5. Did you read the entire book/instructional media? What parts:

44
45
46
47
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)

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term: ENTRANCE AGE	Descriptor No: STU 4	Date Adopted: 4/79
	Reviewed/Revision Adopted: 9/85; 1/05	

1 **Entry Age for Kindergarten:** Children entering kindergarten for the 2013-2014 school
 2 year shall be five (5) years of age on or before August 31. Students shall be five (5) years of
 3 age on or before August 15 for all school years thereafter. Students that attended a state
 4 approved preschool during 2012-2013 school year and are five (5) years of age on or before
 5 September 30 are also eligible to attend.

6
 7 Any transfer student who was legally enrolled in an approved school in another state and who
 8 will be five years of age no later than December 31 of the current school year **shall** ~~may~~ be
 9 enrolled in the Murfreesboro City Schools.

10
 11 **Entry Age for First Grade:** No child shall be eligible to enter first grade without having
 12 attended an approved kindergarten program. Any transfer pupil applying for admission who has
 13 been legally enrolled as a first-grade pupil in another state and who will be six years of age no
 14 later than December 31 of the current school year may be enrolled in the Murfreesboro City
 15 Schools.

16
 17 Any child applying for admission who has been legally enrolled in a state approved kindergarten
 18 in another state during the preceding school year and who could have enrolled in the first grade
 19 in that state in the current school year may be enrolled in the first grade in the Murfreesboro City
 20 Schools, providing the child will be six years of age on or before December 31 of the current
 21 year.

22
 23 _____

24 **Legal References:**

- 25
- 26 **T.C.A. §49-6-201**
- 27 **T.C.A. §49-6-3001**
- 28 **T.C.A. §49-6-3008(b)**
- 29 **T.C.A. §49-6-5001(c)**
- 30 **TRR/MS 0520-1-3-.03(10)**
- 31 **20 U.S.C. §1400, et seq**

MURFREESBORO CITY SCHOOLS
DISTRICT-WIDE CONSTRUCTION, RENOVATION AND MAJOR MAINTENANCE PROJECTS UPDATE
MARCH 8, 2013

This information is being provided to you so that you will know where we are on all construction, renovation and major maintenance projects throughout the district.

HOBGOOD NEW ADMINISTRATION AND FOOD SERVICE AREAS

Construction on Phase II is well underway. Ninety percent of load bearing walls are up. Steel beam erection has started. Brick work to begin and estimated to be completed in 30 days. Weather conditions during the month of February have cause about a three to four week delay but contractor indicates that the project will still be on schedule and the time will be made up. Project is expected to be completed by the second week of July.

BRADLEY ELEVATOR

Contract has been awarded. Work to begin on outside of building on April 3rd to construct the elevator structure with access to the building after school lets out on May 28th. Project is scheduled to be done for the start of school by July, 18 2013.

MITCHELL-NEILSON ELEMENTARY GYM ROOF

Contract has been awarded for the roofing project which is scheduled to construct over the summer and be ready for the start of school in 2013. Construction to begin on May 28th with completion by July 28th.

PARKING LOT RESURFACING FOR MNE, MNP, DSRR, BW

These projects are all scheduled to occur over the summer. MCS maintenance department is talking with the City of Murfreesboro Street Department to provide the work for the schools. The total budget for these projects is \$370,000.

FRONT DOOR ENTRANCE SECURITY LOCKS AND AUDIO/VIDEO SYSTEM

These systems have begun to be installed at all schools and are completed at Scales, Cason Lane, Erma Siegel, Bradley, Northfield, MNE, MNP and Black Fox. The system includes: magnetic door locks, video and audio call boxes, monitoring equipment and remotely located activation system for the entrance. Work is scheduled to be completed at all locations prior to Spring Break.

NEW WEST MURFREESBORO ELEMENTARY SCHOOL

Due diligence is occurring on the site with surveys being conducted including, geotechnical, boundry, topographic, and geothermal conductivity currently being evaluated. Architecture design is complete and currently preparing construction documents for the project. Estimated completion date is July, 2014.

MCS Resignations, Retirements, Leave of Absence and New Hires as of 3-19-13

Licensed Personnel Hired

Last Name	First Name	Location	Position/Experience
Lovvorn	Jennie(int. to full)	MNE	5 th Grade/BS-0

Leave Of Absence ~ Instructional Personnel

Last Name	First Name	Location	Position/Experience
Nadeau	Rachel	CLA	1 st Grade
Alsup	Gail	MNE	6 th Grade
Herrod	Ashley	MNE	Behavior

Interim Instructional Personnel

Last Name	First Name	Location	Position/Experience
Price	Sharline	CLA (Nadeau)	1 st Gr/MA+30/38
Oulette	Amy	MNE (Alsup)	6 th Gr/BS-0
Oliver	Amy	MNE (Herrod)	Behavior/BS-0

Resignations Certified

Last Name	First Name	Location
Smith	Christy	BW

Resignations Classified

Last Name	First Name	Location
Crawford-Harper	Artina	BW/EA
Wolsleger	Keri-Ann	MDA/SC

Classified Personnel Hired

Last Name	First Name	Location	Position
Fee	Melinda	FR HGTS	MDA to EA
Chamberlain	Fredra	BW	MDA Sped
Jilek	Aiko	BW	MDA Sped
Jones	Joanna	DS	MDA
Hamilton	Cynthia	SC	MDA

COMPARISON OF BUDGET TOTALS
July 1, 2012 Thru February 28, 2013

TOTAL INCOME	7/1/12 - 2/28/13	\$	35,164,846
TOTAL EXPENSES	7/1/12 - 2/28/13		<u>32,747,488</u>
NET INCOME	2/28/13	\$	<u>2,417,358</u>

YEAR-TO-DATE REVENUE COMPARISON

FEBRUARY 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	\$5,983,459	(4,257,041)	58.4%	\$10,775,000.00	\$6,028,944.04	\$ (4,746,056)	56.0%
40210-Local Option Sales Tax	6,654,800	3,556,940	(3,097,860)	53.4%	6,798,775	3,812,890	(2,985,885)	56.1%
40000-41110-Other County Rev	1,517,700	802,904	(714,796)	52.9%	1,459,000	823,272	(635,728)	56.4%
44000-Other Local Revenue	307,600	239,096	(68,504)	77.7%	351,750	187,456	(164,294)	53.3%
46511-Basic Educ. Program	28,075,000	19,998,000	(8,077,000)	71.2%	29,838,000	20,932,400	(8,905,600)	70.2%
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	243,880	(211,570)	53.5%	392,241	147,727	(244,514)	37.7%
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	3,206,735	(1,603,368)	66.7%	4,810,103	3,206,736	(1,603,367)	66.7%
49820-Operating Transfers	-	-	-	N/A	-	-	-	N/A
TOTALS	\$ 52,117,556	\$ 34,316,414	\$ (17,801,142)	65.8%	\$ 54,459,869	\$ 35,164,846	\$ (19,295,023)	64.6%

YEAR-TO-DATE EXPENDITURE COMPARISON

FEBRUARY 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	\$20,129,096.70	\$ (11,003,780)	64.7%	\$32,360,786.00	\$ 19,285,426.80	\$ (13,075,359)	59.6%
71200-Sp. Ed. Instr.	3,359,032	2,077,775	(1,281,257)	61.9%	3,839,162	2,093,050	(1,746,112)	54.5%
72110-Attendance	82,517	58,694	(23,823)	71.1%	85,545	41,128	(44,417)	48.1%
72120-Health Services	417,785	264,384	(153,401)	63.3%	532,459	279,271	(253,188)	52.4%
72130-Guidance	1,111,999	624,573	(487,426)	56.2%	1,183,009	771,877	(411,132)	65.2%
72210-Reg. Instr. Spprt.	1,342,616	800,407	(542,209)	59.6%	1,332,868	868,041	(464,827)	65.1%
72220-Sp. Ed. Support	756,621	307,814	(448,807)	40.7%	473,963	281,585	(192,378)	59.4%
72310-Bd. Of Educ.	1,059,460	866,743	(192,717)	81.8%	1,168,340	470,918	(697,422)	40.3%
72320-Office of Supt.	291,185	191,934	(99,251)	65.9%	301,320	252,801	(48,519)	83.9%
72410-Office of Prin.	2,552,738	1,751,284	(801,454)	68.6%	2,974,650	1,818,655	(1,155,995)	61.1%
72510-Fiscal Services	510,649	306,564	(204,085)	60.0%	509,164	344,265	(164,899)	67.6%
72520-Personnel Services	291,833	152,178	(139,655)	52.1%	270,032	194,506	(75,526)	72.0%
72610-Oper. Of Plant	4,659,099	2,651,981	(2,007,118)	56.9%	4,623,471	2,663,459	(1,960,012)	57.6%
72620-Maint. Of Plant	1,313,993	838,987	(475,006)	63.9%	1,333,274	874,218	(459,056)	65.6%
72710-Pupil Transp.	1,573,325	886,338	(686,987)	56.3%	1,601,930	1,196,343	(405,587)	74.7%
72810-Other Support	622,671	697,083	74,412	112.0%	689,883	487,136	(202,747)	70.6%
73300-Community Servic	274,032	198,767	(75,265)	72.5%	458,411	218,970	(239,441)	47.8%
73400-Early Childhood Educ	676,364	298,745	(377,619)	44.2%	721,729	401,903	(319,826)	55.7%
76100-Reg. Cap. Outlay	500,000	912,324	412,324	182.5%	370,000	154,174	(215,826)	41.7%
99100-Operating Transfers	-	-	-	N/A	-	49,761	49,761	N/A
TOTALS	\$52,528,796.00	\$34,015,671.70	\$ (18,513,124)	64.8%	\$54,829,996.00	\$ 32,747,487.80	\$ (22,082,508)	59.7%

