

REVISED AGENDA

MURFREESBORO CITY BOARD OF EDUCATION

May 13, 2014

6:00 p.m.—Council Chambers

ORDER OF BUSINESS

I. INSTALLATION OF NEW BOARD MEMBERS

II. ELECTION OF BOARD CHAIR

III. ELECTION OF BOARD MEMBER AS SICK BANK TRUSTEE

IV. CALL TO ORDER BY BOARD CHAIR

- Pledge of Allegiance
- Moment of Silence

V. APPROVAL OF AGENDA

VI. COMMUNICATIONS

- There will be a *Leader in Me* overview session on Wednesday, May 14 at 4 p.m. in the gymnasium of Mitchell-Neilson Elementary School. The session will kick off the *Leader in Me* program and is open to the public.
- Mitchell-Neilson Career Day is May 15 from 9 a.m. until 11 a.m.
- The MCS Retirement Dinner will be Thursday, May 15 at 6 p.m. at the Doubletree Hotel. The system has 15 retirees. Please RSVP to Lisa Trail at 893-2313.
- Recently, Mitchell-Neilson Librarian Shannon Minner, along with Linebaugh Librarian Rita Shacklett, presented information about the MCS-Linebaugh partnership at the Tennessee Librarians' Association Conference.
- Principal Laurie Offut is pleased to announce Reeves Rogers Elementary School's logo, mascot, and school colors.
- Congratulations to the 2014 Murfreesboro City Schools Art Competition winners. (See handout for individual winners).
- Congratulations to the MCS Schools who were Science Olympiad winners. Only the top six schools received awards, and Murfreesboro City Schools captured four of those awards:
 - The Discovery School – second place
 - Northfield Elementary – third place
 - Black Fox Elementary – fifth place

- Scales Elementary – sixth place
- Mitchell-Neilson Schools would like to thank the realtors of Bob Parks' Northfield Boulevard office (especially Sunnette Peay) for paying for the TCAP celebrations. They donated \$400 which will be used to fund the High Fliers field trip to the Murfreesboro Airport, a visit from the Kona Ice truck, and popsicle parties.
- MCS announces its sponsorship of the Summer Food Service Program (SFSP) which is administered by the Tennessee Department of Human Services under an agreement with the U.S. Department of Agriculture (USDA). Free meals will be available to children 18 years of age and under without regard to race, color, national origin, sex, age, or handicap. (See handout for site locations, dates, and times).
- The Soccer Jamboree took place May 9 at Richard Siegel Park concluding the soccer clinic which was the combined efforts of Coordinated School Health and the Extended School Program (ESP).
- Congratulations to Black Fox Principal Joe Thompson. Mr. Thompson was recognized by the Education Consumer Foundation as a leader in Value Added Achievement. Black Fox was named one of Tennessee's top performing schools, ranking 18 out of 765 schools.

VII. CONSENT ITEMS (Tab 1)

- A. Minutes of the April 22, 2014 Board Meeting
- B. Approval of School Fees

VIII. ACTION ITEMS

- A. Approval of Board Policies (Second Reading)
 - PER 2 – Unemployment Compensation (Review)
 - STU 1 – Emergency Closings (Review)
 - STU 2 – School Year/School Calendar (Review)
 - STU 6 – School Day (Review)
 - STU 8 – Admission of Suspended or Expelled Students (Review)
 - STU 12 – Student Accident Reports (Proposed Revision)
 - STU 15 – Student Records Inspection & Correction Procedure (Review)

IX. REPORTS/INFORMATION

- A. Attendance Report

X. OTHER BUSINESS

XI. ADJOURNMENT

MINUTES

MURFREESBORO CITY BOARD OF EDUCATION

April 22, 2014

6:00 p.m.— Council Chambers

ATTENDANCE:

Chair Mary Wade, Vice Chair Butch Campbell, Jared Barrett, Nancy Phillips, Nancy Rainier, and Collier Smith.

Staff: Dr. Linda Gilbert, Gary Anderson, Kim Frank, Caresa Brooks, Crystal Farris, Karen Hawkins, Shavon Davis-Louis, Lea Bartch, Sheri Arnette, Joe Marlin, Greg Lyles, Lisa Trail, Ralph Ringstaff, Roseann Barton, Jay Priestley, and Ava Jordan.

Others: Mayor Tommy Bragg, Staff Attorney Kelley Baker, Council Liaison Vice Mayor Ron Washington, Goldy Wade, Wilma Hardison, Nyia Hardison, Quincy McKnight, Sandra Kenton, Cashawn Holmes.

ORDER OF BUSINESS

I. CALL TO ORDER BY BOARD CHAIR

The meeting was called to order by Chair Wade at 6:00 p.m.

- Pledge of Allegiance
- Moment of Silence

II. ACKNOWLEDGEMENT OF CHAIR MARY WADE'S SERVICE TO MURFREESBORO CITY SCHOOLS

Dr. Gilbert presented Mayor Tommy Bragg to come to the podium to honor Mary Wade. Mayor Bragg asked Madam Chair to join him and her husband Goldie Wade and other family members to the podium. "It is a family celebration. Vice Mayor Washington is here today, as always, an excellent steward of our school board." Chair Wade introduced family members Wilma Hardison, Nyia Hardison, Quincy McKnight, Sandra Kenton, and husband Goldy Wade.

Mayor Bragg recognized Chair Wade for her help with classrooms on wheels, for serving 16 years as an instrumental part of the School Board, and for welcoming Erma Siegel, John Pittard, Scales Elementary, and the Discovery School into the district with Overall Creek coming soon. The Mayor recognized Chair Wade's commitment to continuous learning and growth having earned Level Five (5) Boardmanship- the highest possible attainment with the Tennessee School Board Association. Under her leadership, Mayor Bragg said the comprehensive needs of the whole child are being served adding that Chair Wade has served over the years with community organizations such as Read to Succeed and many other organizations. Mayor Bragg said there were so many things that could be said about Mary Wade but in the interest of time he was just going to say thank you. Mayor Bragg read a proclamation from the Murfreesboro City Council

stating, "It is my pleasure on behalf of our City to proclaim today, April 22nd, as a day to honor the accomplishments of Chair Mary Wade."

Chair Wade said she is very thankful and it has been a joy and a pleasure having worked under two directors. Chair Wade thanked the Board for allowing her to be a part of this wonderful school system.

Mayor Bragg said that, before giving up the podium, he wanted to thank the Board for their devotion across the system adding that Murfreesboro has a very special system making Murfreesboro very special.

Dr. Gilbert introduced John Pittard Elementary Principal Roseann Barton. Ms. Barton said, representing principals and administration of Murfreesboro City Schools, that each time Chair Wade cast her vote, it was always in the best interest of students and teachers at Murfreesboro City Schools. Ms. Barton added that it is going to be a different Board without Chair Wade. Ms. Barton presented Chair Wade with flowers in an engraved vase for her leadership on behalf of the principals and administration.

Mr. Jay Priestley from Scales Elementary came to the podium on behalf of teachers across the district. Mr. Priestley told Chair Wade that she has "touched us all in one way or another. It has been a pleasure seeing you on our campus. You have led the way for our Board members here and I appreciate it. You have always led by example. Ms. Wade it has been such a privilege to have people like you leading us. It was amazing to hear how many stories of how you were there for us. Thank you for your time."

Mitchell-Neilson Elementary sixth grader Cashawn Holmes came to the podium thanking Chair Wade for her leadership, for attending school performances, ball games, open houses, plays, and many more activities. Master Holmes stated that many of her students are now college graduates. He thanked her for supporting recess and field trips and gave her best wishes for a happy retirement.

Mr. Campbell read a poem he wrote about Chair Wade.

Ms. Phillips said that Mary was her first friend on this Board, not a colleague but a friend adding she modeled kindness, integrity, passion, and heart and that she represented those who could not advocate for themselves. Ms. Phillips said that Chair Wade guided and taught the Board. Ms. Phillips said that Chair Wade let the Board members know they have a right to ask questions. Ms. Phillips said Chair Wade was the queen of the one-liner with examples, "that person was more than a notion," or "don't pick up that baggage." Ms. Phillips said she echoes the Mayor in saying thank you for showing everyone that people are people and, "we are all God's children and I thank her for that."

Ms. Smith said that while she has not known Ms. Wade as long as other members of the Board, but that she has embraced each Board member and been "such a wonderful role model so that we put children first in all the thought processes that we have." Ms. Phillips said that, as a mother, she has been very encouraging in prioritizing by letting members know that they are school board members but they also have lives adding that Chair Wade was a perfect role model.

Ms. Rainier deferred her comments for Chair Wade to the end of the meeting.

Mr. Barrett thanked Chair Wade for her mentorship and her friendship.

III. APPROVAL OF AGENDA

Ms. Phillips moved to approve the agenda. Mr. Barrett seconded the motion. The motion carried.

IV. COMMUNICATIONS

Dr. Gilbert read the following communications:

- Community Outreach would like to extend appreciation to the employees of Heritage Farms Dairy for conducting a book drive for the Franklin Heights Family Learning Resource Center Library.
- Congratulations to Lora Taylor, Sarah Catalano, Mary Allison, and Meredith Davis for being selected by the State as Common Core Coaches.
- Congratulations to the City Hall Art Show winners.
- Thanks to Chick Knitter for arranging NASA's FMA Live event for our schools. And thank you to Murfreesboro Parks and Recreation for their participation in this effort.
- Our thanks to Fifth Third Bank for sponsoring our Job Fair.
- TCAP Testing takes place April 29 – May 2, 2014
- Transportation Supervisor Ava Jordan was next to the podium congratulating her for being honored by the Tennessee Employee Support Guard Reserve with a Patriotic Employer Award for her support of our transportation employees who have to be on active duty in the Guard or Reserves.
- Congratulations to Collier Smith and Nancy Rainier for their re-election and we will soon welcome new board member Mr. King.
- Mr. Campbell moved to approve the communications. Ms. Smith seconded. All approved.

V. CONSENT ITEMS (Tab 1)

- Minutes of the March 25, 2014 Regular Board Meeting, and Minutes of the April 8, 2014 Policy Board Meeting
- Approval of School Fees
- Approval of Board Policies (Second Reading)
BO 51—Collaborative Conferencing (New Policy)

VI. ACTION ITEMS

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

PER 2 – Unemployment Compensation (*Review*)

Ms. Baker read PER 2 stating the policy is in compliance with state law. Ms. Rainier moved to approve the policy for second reading. Mr. Barrett seconded and all approved.

STU 1 – Emergency Closings (*Review*)

Ms. Baker said STU 1 is a policy already on the books but this one has revisions regarding lines 17-21 updated the forms of communication when schools are going to be closed such as that the city's Communication Department will be informed rather than just City TV and that emergency closing information would be communicated through the MCS website, Twitter, and phone notifications.

Ms. Phillips moved to bring STU 1 for second reading and Mr. Barrett seconded the motion. The motion carried.

STU 2 – School Year/School Calendar (*Review*)

Ms. Baker said the only addition to STU 2, an existing policy, is in line one (1) where the word "classroom" is being omitted per the Board's request.

Ms. Rainier moved to approve; Mr. Campbell seconded. The motion carried.

STU 6 – School Day (*Review*)

Ms. Baker said there are no changes to STU 6 regarding the school day. Ms. Rainier asked is the policy would open MCS up to having an extended school day. Ms. Baker said it does not mean the day has to be extended but gives them flexibility regarding the school day especially in terms of extending days if needed due to excessive snow days.

Mr. Barrett moved to approve; Ms. Smith seconded. The motion carried.

STU 8 – Admission of Suspended or Expelled Students (*Review*)

Ms. Baker said STU 8 is currently on the books and is based on state law that says a school system is not obligated to admit a child who has been expelled or suspended from another school system. Ms. Baker said the change is very minor to lines one (1) and three (3) where the word "student" was added.

Ms. Phillips moved to approve STU 8 for second reading and Mr. Barrett seconded. The motion carried.

STU 12 – Student Accident Reports (*Proposed Revision*)

Ms. Baker said that STU 12 is a current policy but there are revisions in lines five (5) and six (6) which add that a copy of an accident report should also go to the city's risk manager.

Mr. Barrett moved to approve the revision; Mr. Campbell seconded. All approved.

STU 15 – Student Records Inspection & Correction Procedure (*Review*)

Ms. Baker said that line eight (8) language regarding the panel could not include staff members. Mr. Barrett recommended spelling out FERPA in line four (4) and putting MCS after Murfreesboro City Schools has been spelled out.

Mr. Barrett moved to approve STU 15 and Mr. Campbell seconded the motion. The motion carried.

VII. REPORTS/INFORMATION

A. NSBA Convention Report

Mr. Barrett gave a PowerPoint presentation on the NSBA Convention he attended in New Orleans. Mr. Barrett particularly focused on an ambassador program/academy idea. Ms. Smith thanked Mr. Barrett for sharing the information and that this might be a good idea for Foundation members. Mr. Barrett said that it could be a requirement for the academy to tour a school or come to board meetings. Chair Wade thanked Mr. Barrett for his presentation adding that she would encourage other Board members to attend. Ms. Phillips said it is very important for board members to continue their education just as others must maintain continuing education. Ms. Phillips suggested a program such as this might work well with the Community Advisory Counsel.

B. Construction Update (Tab 3)

Mr. Anderson reviewed the list of construction updates included in the Board Packet.

C. Personnel Update (Tab 4)

D. Monthly Revenue and Expenditure Report (Tab 5)

Mr. Anderson said the City is reimbursing MCS for technology and that they usually have a quick turnaround adding that the computers skewed the financial report but that financially MCS is sound.

Ms. Phillips asked if we pay someone to take the aerial photos. Mr. Anderson said that he made arrangements with the construction company to include aerial photos.

E. Attendance Report (Tab 6)

Mr. Anderson reported attendance is the highest it has ever been at 97% adding that it shows a growing district and that the district is trending that way.

VIII. OTHER BUSINESS

Chair Wade reminded members of the continued budget meeting on April 28th, at Central Office beginning at 3:00 until finished.

Ms. Smith commented that FMA Live was really exciting, thanking Chick Knitter for applying for a grant that allowed the children to go to that event at Patterson Park. Ms. Smith said that she hears continually that sixth graders are excited to go to school every day and that the sixth adding her appreciation to sixth grade teachers across the system. Ms. Phillips concurred with Ms. Smith that FMA Live was an outstanding production and that Murph got to be there as well.

Chair Wade thanked Mr. Washington for keeping the Board informed and bringing pertinent information to them and for making her tenure on the Board enjoyable.

Vice Mayor Washington told Chair Wade that he came on the Council in 1998 and that she came on the Board in 1998. Mr. Washington said that the most successful leaders are great listeners and that Chair Wade is a leader with community, compassion, and courage. Mr. Washington said that he intends to continue to “bounce things off Ms. Wade” but wishes her speed and relaxation in her retirement adding that she served extremely well and has led by example.

Ms. Rainier told Chair Wade that she knows she gets a little weepy so she will try to talk quickly. Ms. Rainier said she has known Chair Wade for a very long time and that the first word that comes to mind is character. Ms. Rainier said that Chair Wade always has everyone’s best interest at heart adding that as a classroom teacher Ms. Rainier has always admired her and what she has done for the school system. Ms. Rainier said that Chair Wade really came into her own when she became Board Chair, that she cannot say enough wonderful things and not to be a stranger. She is loved and will be missed terribly.

Chair Wade stated, “It is not a goodbye; it is a see you later.”

Mr. Campbell reminded Chair Wade that she still has one more meeting on the 28th.

IX. ADJOURNMENT

Chair Wade expressed her appreciation for everything the City has done for her and that she will still send Dr. Gilbert messages with her thoughts.

Ms. Phillips moved to adjourn the meeting. Mr. Barrett seconded and the motion carried.

Chair Wade adjourned the meeting at 7:17 p.m.

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

**LOCAL FIELD TRIPS FOR BOARD CONSIDERATION AND APPROVAL
MAY 2014**

SCHOOL	GRADE/GROUP	INSTRUCTIONAL VALUE OF THE ACTIVITY	COST PER	STUDENTS	DATE OF	HOW	DESTINATION
	PARTICIPATING		STUDENT	PARTICIPATING	TRIP	FUNDED	
BR	6th	Students will participate in a mass band of beginning band students from all over the county	\$15.00	11	5/9/14	Parity	Whitworth-Buchanan Middle School
DS	K-6	To promote leadership and interest in community awareness, citizenship and empathy	\$0.00	25	5/5/14	Student Council	Good Shepherd's Children Home
DS	6th	Students will participate in a mass band of beginning band students from all over the county	\$15.00	8	5/9/14	Parity	Whitworth-Buchanan Middle School
DS	1st	Gain greater understanding of Murfreesboro's important historical contributions to TN and the US	\$6.75	58	5/13/14	Parents	Oakland's Mansion
DS	K	To learn more about living & non-living things, mammals, amphibians and reptiles	\$9.50	60	5/16/14	Parents/School	Wilderness Station & Barfield Park
HG	3-6 SPEC ED	Historical home where a treaty was signed ending the Civil War	\$0.00	33	5/14/14	Parity	Oakland's Mansion
HG	6th	Support NASA Explorer Schools concept and science standards	\$30	43	5/16/14	Parents	Hubble Telescope in Huntsville, AL
HG	4th	Experience a living history celebration with over 20 demonstrations (many hands on) of life on a farm	\$2.00	65	5/16/14	Grant/Parents	Sam Davis Home
NF	4th	Expose students to a variety of animal species, their offspring's and habitats	\$10	100	5/5/14	Parents	Nashville Zoo
NF	4th-6th CDC	To recognize items from Civil War (past) & recognize directions and use a map to locate places	\$0	15	5/12/14	Room Account	Stones River Battlefield
NF	5th	Students earned goal level for Turkey Trot	\$0	93	5/20/14	no cost	Dairy Queen
JP	3rd	To reinforce literature skills that were taught this year and have students create story maps	\$8	144	5/13/14	Parents	Center for the Arts
ES	4th	Identify major events, people, patterns in TN. Identify changes in society resulting from the Industrial Revolution	\$7	120	5/12/14	Parents	Oakland's Mansion
SC	5th	Reinforces standards taught about the Civil War and shows how families interacted	\$8	165	5/9/14	Parents	Oakland's Mansion

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term: UNEMPLOYMENT COMPENSATION	Descriptor No: PER 2	Date Adopted: 4/79
<i>Reviewed/Revision Adopted:</i>		

- 1 The Murfreesboro City School Board is self-insured against claims for unemployment
- 2 compensation. The administration will give careful attention to managing the personnel function
- 3 so that there will be a minimum of layoffs.

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term: EMERGENCY CLOSINGS	Descriptor No: STU 1	Date Adopted: 4/79
Reviewed/Revision Adopted: 1/05; 3/01; 9/10; 4/14		

1 The Director of Schools is empowered to close the schools, to delay the opening time, or to
2 dismiss schools early in the event of hazardous weather or other emergencies which threaten the
3 health or safety of students and personnel.¹
4

5 In making the decision to close schools, the Director of Schools shall consider many factors
6 including the following principle ones relating to the fundamental concern for the safety and
7 health of children:
8

- 9 1. Weather conditions, both existing and predicted,
- 10 2. Driving, traffic, and parking conditions affecting public and private transportation
11 facilities,
- 12 3. Actual occurrence or the imminent possibility of any emergency condition which would
13 make the operation of schools difficult or dangerous, and
- 14 4. Inability of teaching personnel to report for duty which might result in inadequate
15 supervision of students.
16

17 If schools do remain open, the ultimate decision regarding attendance will be left to the parent of
18 the individual child. Announcements concerning closings will be furnished to a local radio
19 station, the City of Murfreesboro Communication Department, including CityTV, the Nashville
20 network television stations, the MCS website, Twitter account and phone notifications to parents
21 and guardians no later than 6 a.m., if possible. When schools are closed for emergency reasons,
22 staff members shall comply with Administrative Directive 23 in reporting for work.
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27 **Legal References:**

- 28 1. TCA 49-6-3004(e)(1); TRR/MS 0520-1-3-.02(1)(b)

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31 **Cross Reference:**

32
33 A.D. 23—Delay of School Opening

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term: SCHOOL YEAR/ SCHOOL CALENDAR	Descriptor No: STU 2	Date Adopted: 4/79
	Reviewed/Revision Adopted: 12/84; 4/01; 4/14	

1 By law, a standard school year for students shall consist of a minimum of 180 days of classroom
2 instruction exclusive of all vacations as may be approved by the Board of Education in the
3 annual traditional calendar.

4
5 The Director of Schools shall annually present a calendar for the coming school year for
6 approval by the Board. The calendar shall make provision for the opening and closing of school,
7 reflect the inservice education schedule, and designate other days assigned by the Board during
8 the school year. Consideration should be given to coordinating holidays and fall/spring break
9 with the Rutherford County School System. Before final adoption, the proposed calendar may
10 be distributed among school employees for suggestions.

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12 Legal Reference:

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14 T.C.A. §49-6-3004

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term: SCHOOL DAY	Descriptor No: STU 6	Date Adopted: 4/79
	Reviewed/Revision Adopted: 7/01; 7/10; 4/14	

1 All students are expected to be in class on time each morning at the student’s assigned school.

2
3 The Murfreesboro City School System elects to extend the school day to at least seven hours (7)
4 for grades one through six for the purpose of meeting state instructional time requirements which
5 may be missed because of dangerous or extreme weather conditions. Teachers shall be on duty
6 at least seven and one-half (7 1/2) hours per day and such additional time as the administrative
7 organization requires.

8
9 School hours established for schools of the system shall meet the above requirements. The
10 administration is authorized to make minor changes in opening and closing times to facilitate the
11 scheduling of transportation. However, school hours shall be kept as consistent as possible at
12 various levels throughout the system. Any major changes in schedules shall be subject to Board
13 approval.

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32 Legal References:
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34 TRR/MS 0520-1-3-02(1)(a)
35 TRR/MS 0520-1-3-03(1)

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term: ADMISSION OF SUSPENDED OR EXPELLED STUDENTS	Descriptor No: STU 8	Date Adopted: 1/01
	Reviewed/Revision Adopted: 4/14	

1 The Board may deny admission of any student (except those students in state custody) who has
2 been expelled or suspended from another school system in Tennessee or another state even
3 though the student has established residency in the system in which the student seeks enrollment.
4

5 After a request for enrollment is made, the Director of Schools shall investigate the facts
6 surrounding the suspension/expulsion from the former school system and make a
7 recommendation to the Board to approve or deny the request.
8

9 The Board shall not deny enrollment beyond the length of the imposed suspension/expulsion.
10 If the action of the Board is to deny admission, the Director of Schools shall, on behalf of the
11 Board of Education, notify the Commissioner of Education of the decision.
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13 Any school system that accepts enrollment of a student from another school system may dismiss
14 the student if it is determined subsequent to the enrollment that the student has been suspended
15 or expelled from the former school system.
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32 Legal Reference:

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34 T.C.A. 49-6-3401(f); 20 U.S.C.A 1232B(b)(4)(h)

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term: STUDENT ACCIDENT REPORTS	Descriptor No: STU 12	Date Adopted: 4/79
	Reviewed/Revision Adopted: 7/01; 4/14	

- 1 Any accident involving students which occurs on the property of the Murfreesboro City Schools
- 2 is to be reported to the office of the Director of Schools.
- 3
- 4 A written report of the accident is to be forwarded to the office of the Director of Schools or
- 5 designee within twenty-four (24) hours after the accident occurs. Additionally, a copy of the
- 6 accident report must be forwarded to the City of Murfreesboro's Risk Manager.
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- 9 Cross Reference:
- 10 AD 13

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term: STUDENT RECORDS INSPECTION & CORRECTION PROCEDURE	Descriptor No: STU 15	Date Adopted: 1/01
Reviewed/Revision Adopted: 4/14		

1 **INSPECTION PROCEDURE**

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3 Parent(s) of students and eligible students may inspect and review the student’s educational
4 records upon written request. “Eligible student” means a student who is eighteen (18) years of
5 age or older or has enrolled in a post-secondary school, at which time all of the rights set forth
6 herein become the student’s right.

7

8 Parent(s) or eligible students shall submit to the records custodian a request which identifies, as
9 precisely as possible, the record(s) that the parent or eligible student wishes to inspect. The
10 records custodian will contact the same to discuss how access will best be arranged as promptly
11 and practicable as possible. This inspection procedure must be completed within forty-five (45)
12 days from the receipt of the request.

13

14 The right to inspect and review educational records includes the right to a response from school
15 officials concerning requests for explanation and interpretation of the data. School officials shall
16 presume that the parent has the authority to inspect and review records relating to the parent’s
17 child unless the school system has been advised that the parent does not have the authority under
18 applicable state law governing guardianship, separation, and divorce.

19

20 When a record contains information about students other than the parent’s child or the eligible
21 student, the parent(s) or eligible student may not inspect and review that portion of the record.

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23 **FEES FOR COPIES**

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25 A reasonable fee for copies provided to parent(s) or eligible students will be determined by the
26 Director of Schools. A maximum of three (3) copies of the transcript will be provided free of
27 charge. If the fee represents an unusual hardship, it may be waived in part or entirely by the
28 records custodian.

29

30 **CORRECTION PROCEDURES**

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32 Parent(s) of students or eligible students may request the amendment of the student’s educational
33 records that the parent or eligible student believes are inaccurate, misleading, or otherwise in
34 violation of the student’s privacy rights under FERPA. The Director of Schools shall develop

35 an acceptable procedure to establish an orderly process to review and correct an educational
36 record.

37
38 Parents or eligible students who wish to ask the school to amend a record should write the school
39 principal, clearly identify the part of the record they want changed, and specify why it should be
40 changed. If the school decides not to amend the record as requested by the parent or eligible
41 student, the school will notify the parent or eligible student of the decision and of their right to a
42 hearing regarding the request for amendment. Additional information regarding the hearing
43 procedures will be provided to the parent or eligible student when notified of the right to a
44 hearing.

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48 HEARING PROCEDURES

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50 A hearing may be requested only on the grounds that the information contained in the education
51 records is inaccurate, misleading, or in violation of the privacy rights of the student.

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53 If, as a result of the hearing, the Murfreesboro City Schools decides that the information is
54 inaccurate, misleading, or otherwise in violation of the privacy rights of the student, MCS shall
55 amend the record accordingly; and inform the parent or eligible student of the amendment in
56 writing.

57

58 If, as a result of the hearing, the Murfreesboro City Schools decides that the information in the
59 education record is not inaccurate, misleading, or otherwise in violation of the privacy rights of
60 the student, MCS shall inform the parent or eligible student of the right to place a statement in
61 the record commenting on the contested information in the record or stating why the parent or
62 eligible student disagrees with the decision of the hearing panel.

63

64 If an educational agency or institution places a statement in the education records of a student
65 under paragraph (b)(2) of this section, MCS shall maintain the statement with the contested part
66 of the record for as long as the record is maintained; and disclose the statement whenever it
67 discloses the portion of the record to which the statement relates.

68

69 The hearing must meet, at a minimum, the following requirements:

70

71 (a) The hearing must be held within a reasonable time after MCS has received the request for the
72 hearing from the parent or eligible student.

73

74 (b) MCS shall give the parent or eligible student notice of the date, time, and place, reasonably in
75 advance of the hearing.

76

77 (c) The hearing may be conducted by any MCS administrative staff member who does not have a
78 direct interest in the outcome of the hearing.

79

80 (d) MCS shall give the parent or eligible student a full and fair opportunity to present evidence
81 relevant to the issues raised under 34 CFR §99.21. The parent or eligible student may, at their
82 own expense, be assisted or represented by one or more individuals of their own choice,
83 including an attorney.

84

85 (e) The hearing panel must make its decision in writing within a reasonable period of time after
86 the hearing. The decision must be based solely on the evidence presented at the hearing, and
87 must include a summary of the evidence and the reasons for the decision.
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106 _____
107 Legal References:

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109 34 CFR §99.10
110 TRR/MS 0520-1-3-.09(5)(e); 34 CFR 99.4
111 T.C.A. §10-7-506; 34 CFR §99.11
112 34 CFR §§99.20; 21;22

113
114 Cross References:

- 115
116 STU 13, Student Records
117 STU 14, Student Records Annual Notification of Rights
118 STU 16, Student Records Use of Records

MCS PTR FOR 2013-2014 - End of 8th Full Month (3/27 - 5/01)

SCHOOL	Kindergarten			1st Grade			2nd Grade			3rd Grade			Total Pupils	Total Teachers	K-3 PTR Ratio	4th Grade			5th Grade			6th Grade			Total Pupils	Total Teachers	4-6 PTR Ratio	Total Students					
	P	#	PTR	P	#	PTR	P	#	PTR	P	#	PTR				P	#	PTR	P	#	PTR	P	#	PTR				P	#	PTR	Current Year	1st Day	9th Month
DISCOVERY																															13 - 14	12-13	12-13
Registered	60	3	20.00	58	3	19.33	60	3	20.00	79	4	19.75	257	13	19.77	64	3	21.33	74	4	18.50	27	1	27.00	165	8	20.63	422	437	430			
													0												0			425					
BLACK FOX																																	
Registered	136	7	19.43	128	7	18.29	123	6	20.50	135	6	22.50	522	26	20.08	106	5	21.20	100	5	20.00	87	4	21.75	293	14	20.93	815	826	780			
													0												0			810					
BRADLEY																																	
Registered	68	4	17.00	65	4	16.25	58	3	19.33	56	3	18.67	247	14	17.64	60	3	20.00	57	3	19.00	41	2	20.50	158	8	19.75	405	377	382			
													0												0			390					
CASON LANE																																	
Registered	144	7	20.57	138	7	19.71	159	8	19.88	124	7	17.71	565	29	19.48	115	6	19.17	117	6	19.50	61	3	20.33	293	15	19.53	858	947	902			
													0												0			935					
ERMA SIEGEL																																	
Registered	81	4	20.25	116	6	19.33	108	6	18.00	131	6	21.83	436	22	19.82	124	6	20.67	115	5	23.00	25	1	25.00	264	12	22.00	700	760	738			
													0												0			757					
																CDC Classrooms			4			Deaf Ed Class			5			1					
HOBGOOD																																	
Registered	89	5	17.80	80	4	20.00	65	4	16.25	60	4	15.00	294	17	17.29	65	3	21.67	55	3	18.33	44	3	14.67	164	9	18.22	458	455	434			
													0												0			490					
																			Behavior Management			5			1								
MNE																																	
Registered										93	5	18.60	93	5	18.60	92	5	18.40	77	4	19.25	54	3	18.00	223	12	18.58	316	332	319			
													0												0			321					
																			Behavior Management			9			1								
MNP																																	
Registered	122	6	20.33	118	6	19.67	100	6	16.67				340	18	18.89													340	347	316			
													0															350					
NORTHFIELD																																	
Registered	92	5	18.40	91	5	18.20	108	5	21.60	92	5	18.40	383	20	19.15	95	5	19.00	91	5	18.20	59	3	19.67	245	13	18.85	628	609	671			
													0												0			655					
																CDC Classrooms			43			4											
PITTARD																																	
Registered	190	9	21.11	167	9	18.56	183	9	20.33	145	8	18.13	685	35	19.57	154	7	22.00	146	7	20.86	56	3	18.67	356	17	20.94	1041	1009	1033			
													0												0			1065					
SCALES																																	
Registered	174	9	19.33	185	9	20.56	134	8	16.75	164	8	20.50	657	34	19.32	137	7	19.57	164	8	20.50	86	5	17.20	387	20	19.35	1044	1084	1024			
													0												0			1087					
Bellwood	243	13	→	36	2	→	40	2	→	35	2	→	BB	354	19																		
Total BW Teachers				OC			MC			FH						CDC Classrooms			30			3											
Special Ed	45	7												Students	Teachers	PTR																	
BW TOTAL	399						Kindergarten thru Third Grade			Fourth Grade thru Sixth Grade				4479	233	19.22																	
							District Totals				2548	128	19.91		7027	361	19.47																
Grade Level PTR Totals	1156	59	19.6	1146	60	19.1	1098	58	18.9	1079	56	19.3		1012	50	20.2	996	50	19.9	540	28	19.3											

Attendance Percentage 97.00%

SUB TOTAL	7027	7183	7029
SPECIAL ED K-6	132	88	77
SPECIAL ED PRE-K	45	43	55
TOTAL BEP FUNDED	7204	7314	7161
DIFFERENCE FROM LAST YEAR		-110	43
BUDGETED FOR 13-14	7404		
DIFF FROM BUDGET	-200		

DRAFT AGENDA

MURFREESBORO CITY BOARD OF EDUCATION
SPECIAL CALLED BOARD MEETING—
POLICY WORK SESSION
Tuesday, June 10, 2014
6:00 p.m., Council Chambers

ORDER OF BUSINESS

I. CALL TO ORDER BY BOARD CHAIR

- Pledge of Allegiance
- Moment of Silence

II. BOARD POLICY REVIEW

For Discussion:

III. REVIEW OF JUNE 24, 2014 DRAFT AGENDA

IV. ADJOURNMENT

MISSION STATEMENT

To assure academic and personal success for each child.