

Johnson City Board of Education Regular Meeting
April 1, 2024 6:00 PM
Central Office

1. CALL TO ORDER AND OPENING

1.A. Call to Order and Welcome

Mrs. Kathy Hall, Board Chair

1.B. Moment of Silence

Mrs. Kathy Hall, Board Chair

1.C. Pledge of allegiance to the flag

Mrs. Kathy Hall, Board Chair

1.D. Opening

Students from ITMS

1.E. Art work on display

Students from ITMS

1.F. Update on ITMS

Dr. James Jacobs, Principal

2. RECOGNITIONS

3. ADOPTION OF AGENDA

4. CORRESPONDENCE, DELEGATIONS AND COMMUNICATIONS

5. REPORTS FROM SUPERINTENDENT AND STAFF

5.A. Building Projects Update

Mr. Brian Ross

5.B. TSBA SCOPE Conference Report 2024 Update

5.C. Financial Report for February 29, 2024

Ms. Leia Valley

5.D. Update on Sales Tax - PEP

Ms. Leia Valley

6. UNFINISHED BUSINESS

7. CONSENT AGENDA

7.A. Approval of Minutes

- 7.B. Tuition Rates for 2024 - 2025 SY
- 7.C. Proposed Fundraiser Activities
- 7.D. Overnight Field Trip Requests
- 7.E. Request to write checks over \$5,000
- 7.F. Second Reading - 6.312, Use of Personal Communication Devices in School
- 7.G. Request to approve the new ESL curriculum, K-12
 - Funded by TISA Outcomes
- 7.H.
- 7.I. Code of Conduct 2024-2025 SY
- 7.J. Request to Transfer Funds

8. RECOMMENDATIONS FROM THE SUPERINTENDENT FOR ACTION

- 8.A. Available Spaces for In Zone Transfers
- 8.B. Tuition Schools for 2024-2025 School Year
- 8.C. Proposed Calendar 25-26 SY
- 8.D. First Reading - Sections Two & Six

9. NEW BUSINESS

- 9.A. Resolution about Community Support
- 9.B. Communications Update

10. INFORMATION ITEMS

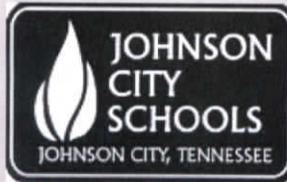
- 10.A. BOE Calendar of Events
- 10.B. Personnel Items
- 10.C. Donations

11. COMMITTEE REPORTS

12. **BOARD UPDATES AND DISCUSSION**

13. **MEETING DATES**

14. **ADJOURNMENT**



BELIEFS

To be successful, Johnson City Schools must...

- Provide the highest quality public education to all students;
- Attract, develop, and retain the very best teachers and staff;
- Engage families, business, community, and government;
- Stay on the cutting edge of educational leadership and practice; and
- Foster a caring, safe, and inclusive environment.

MISSION

To enable all students to achieve excellence.

VISION

To be a progressive school system that is globally competitive in all areas. All students have an equal opportunity to learn and be successful while meeting high expectations and are provided the resources to be healthy, productive citizens and lifelong learners.

GOAL

Advance student achievement in all curricular and extra-curricular programs

GOAL

Pursue and efficiently manage internal and external school funding

GOAL

Promote physical and mental health and wellness in a safe and secure environment

GOAL

Improve communication, collaboration, and involvement

GOAL

Champion innovation and the effective use of technology



JOHNSON CITY SCHOOLS

Post Office Box 1517, Johnson City, TN 37605 www.jcschools.org (423) 434-5200 Fax: (423) 218-4968
Dr. Steve Barnett, Superintendent of Schools

April Board of Education Recognitions

- Dr. Richard Church: Banner presentation recognizing Johnson City Schools for attaining Silver Level Dual Enrollment partnership for Spring 2024.
- National Merit Finalists:
 - Allen Feng**
 - Owen Hoover**
 - Shiven Jain**
 - Amanda Noe**
 - Aarushi Raj**
 - Sophia Stone**
 - Dakota Ward**
 - Selena Wheeler**
- Perfect ACT Score: **Caleb Spurling**
- Roan Scholar Class of 2028: **Erick Trejo**



BOARD OF EDUCATION

Kathy Hall, Chair Paula Treece, Vice Chair Beth Simpson, Secretary
Dr. Ginger Carter Herb Greenlee Thomas Hager, Jr Jonathan Kinnick

The mission of the Johnson City Schools is to enable all students to achieve excellence.



JOHNSON CITY SCHOOLS

Building Projects Update

3/19/24

Towne Acres Elementary – New School

- Design Kickoff conducted on Feb 26 to review overall expectations and to begin school programming
- Programming sessions with design team and JCS central staff scheduled for Mar 26
- Community meeting is being planned for April.

Indian Trail Middle – Track Replacement

- Construction documents have been submitted to COJC (City of Johnson City) Purchasing office for bid solicitation

Secure Foyer Improvements

- Walkthroughs of five facilities were conducted on Mar 8 with school safety consultant and architect
- Proposal for architectural services is pending
- Improvements at other schools to be coordinated by JCS maintenance staff

Systemwide Update from Mr. Joe Barnes

- The building has been delivered for the gate house. The concrete pad will need to be poured and electrical installed.
- Repairing the drain at North Side has been postponed until the summer due to the concrete cutter and time.
- The auxiliary house lighting system has been installed in the auditorium at Liberty Bell.
- 12 new projectors were also installed in classrooms at Fairmont.
- Work has been completed at Indian Trails' Fieldhouse. The process for ordering lockers has begun.
- Foyer Security Bid has been sent out for Liberty Bell and Science Hill.
- The Bid has been awarded for the walking path at Cherokee.
- The Maintenance Department has also repaired water leaks at Science Hill & CTE.
- Another major water leak in the HVAC system has been discovered at Towne Acres. The process has begun to repair that leak.

March 25, 2024

Mr. Brian Ross
Facilities Director
City of Johnson City, Tennessee

RE: Request for Proposal – Johnson City Schools: Secure Vestibules

Dear Mr. Ross,

CainRashWest Architects is pleased to submit the following architectural fee proposal for preliminary secure vestibule design options for Johnson City Schools. We propose the following scope and fee:

Scope Overview:

Provide preliminary secure vestibule design options for the following Johnson City Schools locations:

1. Mountain View Elementary
2. Cherokee Elementary
3. North Side Elementary
4. Topper Academy
5. Columbus Powell Central Office

Preliminary Design Scope:

- Verify existing conditions for each location.
- Create As-Built DWG base plan of existing conditions, utilizing Owner's PDF scans and/or available CAD files. Preliminary as-built base plan limited to area of project scope.
- Photographic documentation of existing conditions.
- Develop preliminary floor plan options for each school.
- Coordinate proposed layouts with Jeff Hicks (Tennessee Department of Education Law Enforcement Liaison Officer) for review and feedback.
- Develop preliminary project budget for each school.

Deliverables

- Presentation floor plans (limited to project areas) for each school.
- Budgetary Construction Estimate – Opinion of Probably Cost (OPC).

Proposed Fee

Hourly Not To Exceed - \$12,000.00

If the Owner desires to proceed with construction documents, CRW will provide an Architectural & Engineering (A&E) Fee for the completion of contract documents suitable for permitting and construction.

Reimbursable allowance – No reimbursables included, see attached rate sheet for hourly rates and reimbursable expenses. All deliverables will be in pdf format. Reimbursables shall be approved by Owner before any additional services completed.

Thank you for the opportunity and we look forward to working with you.

Sincerely,



Catherine Hill, AIA, NCARB
CainRashWest Architects

Owner Signature – Acceptance of Proposal

Date



CainRashWest Architects

Typical Hourly Rates – January 2024

Principal Architect	\$165
Staff Architect/Senior Project Mgr.	\$130
Intern Architect	\$95
CAD Designer	\$85
Project Manager	\$120
Estimator	\$130
Secretarial	\$65
Principal Engineer	\$160
Engineer	\$155
Engineering Drafter	\$85

Engineering rates vary depending on discipline and firm. The rates noted above are an average. Actual rates are billed as a direct reimbursable expense after Owner approval of the engineering rate scale.

Travel: Direct Reimbursable - (Mileage \$0.67 per mile)

Reprographics: Direct Reimbursable

12x24 Blacklines	\$2.50 ea.
15x21 Blacklines	\$3.20 ea.
24x36 Blacklines	\$3.60 ea.
30x42 Blacklines	\$4.60 ea.
CD AutoCAD Files	\$32.00 ea.
8.5x11 Color Plots	\$4.60 ea.
11x17 Color Plots	\$7.60 ea.
18x24 Color Plots	\$10.60 ea.
18x24 Glossy Color Plots	\$11.60 ea.
24x36 Glossy Color Plots	\$14.50 ea.
24x36 Color Plots	\$14.00 ea.
24x36 Bond on Foam Board	\$33.00 ea.
24x36 Glossy on Foam Board	\$32.00 ea.
Laminated Color Plots	\$32.00 ea.
Text 8.5x11	\$0.35 ea.
Text 8.5x11color	\$0.45 ea.
Text 11x17	\$0.45 ea.

**SCHOOL BOARD AGENDA ITEM
APRIL 2024 MEETING**

ACTION ITEM

TOPIC: Financial Report for the month ending February 29, 2024.

BACKGROUND INFORMATION:

The un-audited financial report for the month ending February 29, 2024 is attached for your review.

Revenues:

Revenues received the month of February totaled \$10,602,579, primarily consisting of the State of TN TISA payment, Local Option Sales Tax, Current Property Tax and the monthly appropriation from the City. Local Option Sales Tax receipted for the month was \$1,721,290. Through February, Local Option Sales Tax collections has seen a decrease of 3.1% compared to February 28, 2023. Adjusted for the Washington County Funding percentage change, Local Option Sales Tax receipts would have seen a 1.6% increase.

At the end of February, revenues totaled \$63,963,805 for the year. Total Revenues were up 11.9% from February 2023 primarily due to TISA. Total revenues received through February were at 67% of the budget. In comparison, last year total revenues received through February 28, 2023 were are 68.6% of the budget.

Expenditures:

Expenditures for the month of February totaled \$7,884,315. Total expenditures for the year through February were \$61,217,492. Total expenditures were 13.9% above February 2023. This is primarily due the 6% raise, additional positions added with the 23-24 budget, the timing of the purchase of Chromebooks, and the SHHS Classroom Renovation Project. Legal services expenditures totaled \$1,985 paid in the month of February.

Total expenditures at the end of February were at 59.5% of the budget. This is slightly lower than February 2023 in which total expenditures were at 60.8% of the budget.

Fund Balance:

The General Purpose School Fund Balance has a net increase through February 29, 2024 of \$2,746,312. For the year, total Fund Balance is budgeted to decrease \$7,507,225. Total Fund Balance as of February was \$22,948,455. Fund balance exceeded the fund balance target by \$7,303,035.

Tax Rate Information:

Included is the tax rates for the surrounding systems. These are the updated rates for 2023. In addition to the City of Johnson City's property tax increase, a handful of other districts also had increases. The year 2023 was a reappraisal year for Greene County. Washington County is scheduled for a reappraisal year in 2024.

Please feel free to call me if you have questions. (434-5212)

Respectfully Submitted: *Leia Valley*

Johnson City Schools
Year To Date Comparisons
For the Month Ending February 29, 2024

	<u>Y-T-D</u> <u>2/28/23</u>	<u>Y-T-D</u> <u>2/29/24</u>	<u>Difference in</u> <u>Dollars</u>	<u>Difference in</u> <u>Percentage</u>	<u>FY23 Actual</u>	<u>FY24 Budget</u>
Revenues:						
County Property Tax - Current	\$ 8,113,951	\$ 7,950,996	\$ (162,955)	-2.01%	\$ 12,829,125	\$ 12,412,095
Local Option Sales Tax	14,207,407	13,760,819	(446,588)	-3.14%	21,240,025	19,545,087
TISA (Previously BEP)	25,217,500	32,255,551	7,038,051	27.91%	36,232,267	45,712,251
Tuition	161,061	167,258	6,197	3.85%	228,529	250,000
All Other Revenues	9,457,959	9,829,182	371,223	3.92%	17,788,109	17,536,293
Total Revenues	<u>\$ 57,157,877</u>	<u>\$ 63,963,805</u>	<u>\$ 6,805,927</u>	<u>11.91%</u>	<u>\$ 88,318,055</u>	<u>\$ 95,455,726</u>
Percentage of Revenue Budget Collected to Date		67.01%				
Percentage/Dollar Amount of Revenue Budget left to be Collected		32.99%				<u>\$ 31,491,921</u>
Expenditures:						
Salaries	\$ 35,145,364	\$ 39,752,274	\$ 4,606,910	13.11%	\$ 54,416,510	\$ 62,260,860
Benefits	10,679,695	11,632,372	952,677	8.92%	16,349,016	17,925,293
Electricity	1,149,008	1,118,974	(30,034)	-2.61%	1,873,578	1,900,000
Water/Sewer	166,405	165,342	(1,063)	-0.64%	284,274	300,000
Natural Gas	219,981	139,490	(80,491)	-36.59%	332,090	275,000
Disposal Fees	79,385	83,208	3,823	4.82%	141,220	130,000
Gasoline	24,149	27,321	3,172	13.13%	45,415	50,000
Technology/Instructional Equipment	269,336	1,252,574	983,238	365.06%	351,212	2,215,245
Capital Outlay	463,103	1,249,777	786,674	169.87%	732,871	4,174,964
All Other Expenditures	5,550,205	5,796,161	245,956	4.43%	11,571,968	13,731,589
Total Expenditures	<u>\$ 53,746,629</u>	<u>\$ 61,217,492</u>	<u>\$ 7,470,863</u>	<u>13.90%</u>	<u>\$ 86,098,154</u>	<u>\$ 102,962,951</u>
Percentage of Expenditure Budget Spent to Date		59.46%				
Percentage/Dollar Amount of Expenditure Budget remaining		40.54%				<u>\$ 41,745,459</u>
Year-To-Date Revenues Over (Under) Expenditures	<u>\$ 3,411,248</u>	<u>\$ 2,746,312</u>	<u>\$ (664,936)</u>	<u>-19.49%</u>	<u>\$ 2,219,900</u>	<u>\$ (7,507,225)</u>

% of Fiscal Year Complete **66.67%**
 % of Fiscal Year Remaining **33.33%**

BOE POLICY 2.100 RESERVE FUNDS

Total Expenditure Budget - FY24 Budget	\$	102,962,949
Less:		
Operating Transfers	\$	62,739
Debt Service	\$	2,973,720
Capital Outlay	\$	4,174,964
Early Childhood	\$	574,884
Educare	\$	1,304,122
Total to deduct	\$	<u>9,090,429</u>
 Total Operating Budget	 \$	 93,872,520
 16% of the General Purpose School Fund Operating Budget	 \$	 <u><u>15,645,733</u></u>
 Monthly Operating Expense:		
Annual Operating Expense Budget	\$	93,872,520
 Monthly Operating Expenses Budgeted	 \$	 7,822,710
2 Months Operating Expenses Budgeted	\$	<u><u>15,645,420</u></u>

<p>BOE Policy 2.100 as revised at the 5 o'clock 2-3-2014 BOE Meeting First reading April 2014 Second reading May 2014</p>
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Current Standing on Target Fund Balance		
*Target Unrestricted Fund Balance (as recommended at 2-3-2014 BOE Policy Meeting) 2 Months Operating Expenditures	\$	15,645,420
Current Fund Balance:		
3% Fund Balance	\$	2,783,872
Beginning of the Year Undesignated	\$	13,975,428
Current Revenues vs Expenditures	\$	2,746,312
Other Reserves	\$	3,442,842
Total Fund Balance	\$	<u>22,948,455</u>
 Target Overage as of 2/29/2024	 \$	 <u><u>7,303,035</u></u>

JOHNSON CITY SCHOOLS					
Statement of Revenues, Expenditures, and Changes in Fund Balance					
For the Period Ended February 29, 2024					
					66.67%
		Amended Budget	Actual Amounts	Budget Amount Remaining	Percentage of Budget to Date
Revenues					
40110	Current Property Tax - Washington Co.	\$ 12,068,386	7,785,615	\$ 4,282,771	64.51%
40110	Current Property Tax - Sullivan Co.	\$ 238,036	90,179	\$ 147,857	37.88%
40110	Current Property Tax - Carter Co.	\$ 105,673	75,202	\$ 30,471	71.16%
40120	Trustee's Collections - Prior Year	\$ 354,555	157,405	\$ 197,150	44.40%
40130	Circuit Clk./Clk. & Master Coll. - Prior Yr	\$ 100,000	40,573	\$ 59,427	40.57%
40140	Interest & Penalty	\$ 150,000	36,795	\$ 113,205	24.53%
40150	Pick-Up Taxes	\$ 5,500	199	\$ 5,301	3.63%
40162	Payments in Lieu of Taxes - Local Utilities	\$ 215,000	231,635	\$ (16,635)	107.74%
40163	Payments in Lieu of Taxes - Other	\$ 18,000	10,533	\$ 7,467	58.52%
40210	Local Option Sales Tax - Washington Co.	\$ 19,245,101	13,554,108	\$ 5,690,994	70.43%
40210	Local Option Sales Tax - Sullivan Co.	\$ 173,220	112,690	\$ 60,530	65.06%
40210	Local Option Sales Tax - Carter Co.	\$ 126,766	94,021	\$ 32,745	74.17%
40270	Business Tax	\$ 443,000	198,640	\$ 244,360	44.84%
40275	Mixed Drink Tax	\$ 3,500	61	\$ 3,439	1.73%
40320	Bank Excise Tax	\$ 80,000	-	\$ 80,000	0.00%
	Total County Taxes	\$ 33,326,737	\$ 22,387,655	\$ 10,939,082	67.18%
41110	Marriage Licenses	\$ 1,500	1,245	\$ 255	83.02%
	Total Licenses and Permits	\$ 1,500	\$ 1,245	\$ 255	83.02%
43511	Tuition - Regular Day Students	\$ 250,000	167,258	\$ 82,742	66.90%
43517	Tuition - Online Learning	\$ -	2,800	\$ (2,800)	#DIV/0!
43581	Tuition - EDUCARE	\$ 1,108,800	651,577	\$ 457,223	58.76%
43581	Tuition - ECLC	\$ 300,000	130,472	\$ 169,528	43.49%
43990	Other Charges for Services - Fingerprints	\$ 21,000	8,102	\$ 12,899	38.58%
43990	Print Shop Enterprise Account	\$ 20,000	39,013	\$ (19,013)	195.06%
	Total Charges for Current Services	\$ 1,699,800	\$ 999,221	\$ 700,579	58.78%
44110	Interest Earned	\$ -	-	\$ -	#DIV/0!
44120	Leases/Rentals	\$ -	-	\$ -	#DIV/0!
44160	Retirees' Insurance Payments	\$ 15,000	15,533	\$ (533)	103.55%
44170	Miscellaneous Refunds	\$ -	10,315	\$ (10,315)	#DIV/0!
44570	Contributions	\$ -	56,469	\$ (56,469)	#DIV/0!
44570	Contributions - Shoe Fund	\$ 10,000	-	\$ 10,000	0.00%
44570	Contributions - Homeless Fund	\$ -	4,406	\$ (4,406)	#DIV/0!
44990	Other Local Revenue (STEAM 536)	\$ 1,000	-	\$ 1,000	0.00%
44990	Other Local Revenue (Misc)	\$ -	234	\$ (234)	#DIV/0!
	Total Other Local Revenues	\$ 26,000	\$ 86,957	\$ (60,957)	334.45%
46510	Tennessee Investment in Student Achievement (TISA)	\$ 45,712,251	32,255,551	\$ 13,456,700	70.56%
46550	Driver Education	\$ 9,000	-	\$ 9,000	0.00%
46610	Career Ladder	\$ 89,279	44,100	\$ 45,179	49.40%
46990	Other State Revenues - State Paid Parental Leave	\$ -	97,221	\$ (97,221)	#DIV/0!
	Total State Education Funds	\$ 45,810,530	\$ 32,396,872	\$ 13,413,658	70.72%
47640	ROTC Reimbursement	\$ 55,000	44,172	\$ 10,828	80.31%
	Total Direct Federal Government	\$ 55,000	\$ 44,172	\$ 10,828	80.31%
48610	Donations	\$ -	1	\$ (1)	#DIV/0!
49800	Operating Transfers	\$ -	-	\$ -	#DIV/0!
49810	City General Fund Transfer - Operations	\$ 11,626,736	8,047,682	\$ 3,579,054	69.22%
49810	City General Fund Transfer - Transportation	\$ 2,909,423	-	\$ 2,909,423	0.00%

JOHNSON CITY SCHOOLS

**Statement of Revenues, Expenditures, and Changes in Fund Balance
For the Period Ended February 29, 2024**

						66.67%
			Amended	Actual	Budget Amount	Percentage
			Budget	Amounts	Remaining	of Budget to Date
		Total Other Sources	\$ 14,536,159	\$ 8,047,683	\$ 6,488,476	55.36%
		Total Revenues	\$ 95,455,726	\$ 63,963,805	\$ 31,491,921	67.01%
		APPROPRIATIONS (Expenditures)	Amended	Actual	Budget Amount	Percentage
			Budget	Amounts	Remaining	of Budget to Date
		INSTRUCTION				
71100	116	Teachers	\$ 32,900,243	20,798,795	\$ 12,101,448	63.22%
71100	116	Safety Net Program (1-031)	\$ 49,000	10,760	\$ 38,240	21.96%
71100	116	RTI (534)	\$ 752,833	436,061	\$ 316,772	57.92%
71100	116	Four-Year Transition Plan (2-301)	\$ 6,000	-	\$ 6,000	0.00%
71100	116	Local Extended Contract (1-578)	\$ 239,971	26,901	\$ 213,070	11.21%
71100	116	Mountain View Orchestra (9-581)	\$ 8,825	-	\$ 8,825	0.00%
71100	116	Curriculum Development (538)	\$ 22,000	18,030	\$ 3,970	81.95%
71100	116	Teacher Stipends for Online Learning (555)	\$ 20,000	11,895	\$ 8,105	59.48%
71100	117	Career Ladder	\$ 44,000	19,525	\$ 24,475	44.38%
71100	163	Educational Assistants	\$ 1,199,400	759,444	\$ 439,956	63.32%
71100	189	Other Salaries & Wages	\$ -	41,812	\$ (41,812)	#DIV/0!
71100	195	Substitute Teachers Certified	\$ 168,500	73,334	\$ 95,166	43.52%
71100	198	Substitute Teachers - Non Certified	\$ 450,000	316,802	\$ 133,198	70.40%
71100	201	Social Security	\$ 2,182,305	1,312,274	\$ 870,031	60.13%
71100	204	Retirement	\$ 2,562,444	1,546,969	\$ 1,015,475	60.37%
71100	206	Life Insurance	\$ 7,089	42,371	\$ (35,282)	597.70%
71100	207	Medical Insurance	\$ 4,039,070	2,767,303	\$ 1,271,767	68.51%
71100	208	Dental Insurance	\$ 177,685	114,660	\$ 63,025	64.53%
71100	210	Unemployment	\$ 50,000	8,188	\$ 41,812	16.38%
71100	211	Local Retirement	\$ -	7,552	\$ (7,552)	#DIV/0!
71100	212	Medicare	\$ 519,369	309,245	\$ 210,124	59.54%
71100	216	Other Post Employment Benefits (Retiree Insurance)	\$ 600,000	419,820	\$ 180,180	69.97%
71100	217	Retirement-Hybrid Stabilization	\$ 117,300	78,727	\$ 38,573	67.12%
71100	336	Performing Music Maintenance and Repair Equipment	\$ 21,614	5,904	\$ 15,710	27.31%
71100	356	Tuition	\$ 3,000	-	\$ 3,000	0.00%
71100	399	Other Contracted Services (Site-Based check-copiers)	\$ 85,468	85,468	\$ -	100.00%
71100	399	RTI (1-534)	\$ 20,000	24,795	\$ (4,795)	123.98%
71100	399	Edmentum (Credit Recovery) 1-519	\$ 61,000	60,083	\$ 917	98.50%
71100	399	Public Chapter 426, Public Acts of 2011 (1-532)	\$ 40,000	13,542	\$ 26,458	33.86%
71100	399	Subscription Renewal - Nearpod (1-536)	\$ 38,000	37,893	\$ 107	99.72%
71100	399	Subscription Renewal - Brain Pop (1-536)	\$ 27,000	29,979	\$ (2,979)	111.03%
71100	399	Subscription Renewal - Hapara	\$ 29,000	28,100	\$ 901	96.89%
71100	399	Subscription Renewal - Neptune Navigate	\$ 3,000	2,750	\$ 250	91.67%
71100	399	Subscription Renewal - Canvas	\$ 58,000	51,944	\$ 6,056	89.56%
71100	399	Subscription - Generation Genius	\$ 9,000	8,955	\$ 45	99.50%
71100	399	Subscription Renewal - Mystery Science	\$ 10,000	11,160	\$ (1,160)	111.60%
71100	399	Subscription Renewal - Explore Learning	\$ 29,000	32,403	\$ (3,403)	111.73%
71100	399	Subscription Renewal - Flocabulary	\$ -	18,007	\$ (18,007)	#DIV/0!
71100	399	Subscription Renewal - My Reading Academy	\$ 60,000	-	\$ 60,000	0.00%
71100	399	Subscription Renewal - Study Island	\$ 21,000	15,625	\$ 5,375	74.40%
71100	399	Subscription - Quizizz	\$ 20,000	20,000	\$ -	100.00%
71100	399	Subscription - Vocabulary.com	\$ -	21,700	\$ (21,700)	#DIV/0!
71100	399	Virtual Program Instruction	\$ -	216,675	\$ (216,675)	#DIV/0!
71100	399	Other Contracted Services	\$ -	6,433	\$ (6,433)	#DIV/0!
71100	429	Instructional Supplies and Materials	\$ 226,844	246,174	\$ (19,330)	108.52%
71100	429	Forward Funding	\$ 41,362	41,362	\$ -	100.00%
71100	429	Summer School Supplies (1-033)	\$ 5,000	-	\$ 5,000	0.00%
71100	429	AP - Instructional Supplies (2-583)	\$ 7,500	2,148	\$ 5,352	28.64%
71100	429	RTI - (1-534)	\$ 12,000	4,776	\$ 7,224	39.80%

JOHNSON CITY SCHOOLS						
Statement of Revenues, Expenditures, and Changes in Fund Balance						
For the Period Ended February 29, 2024						
						66.67%
			Amended	Actual	Budget Amount	Percentage
			Budget	Amounts	Remaining	of Budget to Date
71100	429	Instructional Supplies - Science Materials	\$ 21,296	21,296	\$ -	100.00%
71100	429	Instructional Supplies - STEAM (536) +1K Donation	\$ 15,000	7,141	\$ 7,859	47.61%
71100	429	Instructional Supplies - Special Budget Request	\$ 35,000	-	\$ 35,000	0.00%
71100	449	Textbooks	\$ 782,800	105,667	\$ 677,133	13.50%
71100	449	Textbooks - Reserved for Encumbrances	\$ 488,001	486,291	\$ 1,710	99.65%
71100	471	Software Maintenance	\$ 100,000	45,203	\$ 54,798	45.20%
71100	499	Other Supplies and Materials	\$ -	-	\$ -	#DIV/0!
71100	535	Fee Waiver Student Fees	\$ 125,898	125,898	\$ -	100.00%
71100	535	Fee Waiver Student Performing Music	\$ 7,550	7,550	\$ -	100.00%
71100	722	Regular Instruction Equipment	\$ 103,017	28,540	\$ 74,477	27.70%
71100	722	Performing Music Equipment	\$ 43,614	22,987	\$ 20,627	52.71%
71100	722	Instruction Equipment - Special Budget Request	\$ 807,358	21,843	\$ 785,515	2.71%
71100	722	Technology - BOE Tech Plan (568)	\$ 1,260,000	1,179,204	\$ 80,796	93.59%
		Total Instruction	\$ 50,733,356	\$ 32,157,961	\$ 18,575,395	63.39%
		Alternative Instruction Program				
71150	116	Teachers	\$ 751,907	614,766	\$ 137,141	81.76%
71150	163	Educational Assistants	\$ 153,000	80,997	\$ 72,003	52.94%
71150	201	Social Security	\$ 55,199	40,720	\$ 14,479	73.77%
71150	204	Retirement	\$ 83,899	62,343	\$ 21,556	74.31%
71150	206	Life Insurance	\$ 2,172	1,305	\$ 867	60.09%
71150	207	Medical Insurance	\$ 104,000	92,630	\$ 11,370	89.07%
71150	208	Dental Insurance	\$ 3,163	2,856	\$ 307	90.28%
71150	211	Local Retirement	\$ -	1,604	\$ (1,604)	#DIV/0!
71150	212	Medicare	\$ 13,121	9,523	\$ 3,598	72.58%
71150	217	Retirement-Hybrid Stabilization	\$ 2,173	1,047	\$ 1,126	48.17%
71150	399	Other Contracted Services	\$ 5,908	5,908	\$ -	100.00%
71150	429	Instructional Supplies and Materials	\$ 15,356	15,356	\$ -	100.00%
71150	499	Other Supplies and Materials	\$ 3,046	3,046	\$ -	100.00%
71150	722	Regular Instruction Equipment	\$ 12,848	10,001	\$ 2,847	77.84%
		Total Alternative Instruction	\$ 1,205,792	\$ 942,102	\$ 263,690	78.13%
		SPECIAL EDUCATION				
71200	116	Teachers	\$ 3,261,443	1,972,913	\$ 1,288,530	60.49%
71200	117	Career Ladder	\$ 9,000	4,500	\$ 4,500	50.00%
71200	163	Educational Assistants	\$ 750,000	496,113	\$ 253,887	66.15%
71200	171	Speech Pathologist	\$ 539,951	329,599	\$ 210,352	61.04%
71200	198	Non Certified Substitutes	\$ 20,475	-	\$ 20,475	0.00%
71200	201	Social Security	\$ 279,433	164,288	\$ 115,145	58.79%
71200	204	Retirement	\$ 340,446	211,174	\$ 129,272	62.03%
71200	206	Life Insurance	\$ 10,994	5,919	\$ 5,075	53.84%
71200	207	Medical Insurance	\$ 501,000	343,232	\$ 157,768	68.51%
71200	208	Dental Insurance	\$ 18,016	11,805	\$ 6,211	65.52%
71200	211	Local Retirement	\$ -	3,846	\$ (3,846)	#DIV/0!
71200	212	Medicare	\$ 66,423	38,558	\$ 27,865	58.05%
71200	217	Retirement-Hybrid Stabilization	\$ 19,209	13,633	\$ 5,576	70.97%
71200	312	Contracts w/Private Agencies	\$ -	37,392	\$ (37,392)	#DIV/0!
71200	429	Instructional Supplies and Materials	\$ 17,650	15,946	\$ 1,704	90.34%
71200	499	Other Supplies and Materials	\$ -	113	\$ (113)	#DIV/0!
		Total Special Education	\$ 5,834,040	\$ 3,649,030	\$ 2,185,010	62.55%
		VOCATIONAL INSTRUCTION				
71300	116	Teachers	\$ 1,689,878	1,066,142	\$ 623,736	63.09%
71300	117	Career Ladder	\$ 4,000	2,000	\$ 2,000	50.00%
71300	163	Educational Assistants	\$ 80,500	47,600	\$ 32,900	59.13%
71300	201	Social Security	\$ 108,239	65,086	\$ 43,153	60.13%

JOHNSON CITY SCHOOLS							
Statement of Revenues, Expenditures, and Changes in Fund Balance							
For the Period Ended February 29, 2024							
						66.67%	
				Amended	Actual	Budget Amount	Percentage
				Budget	Amounts	Remaining	of Budget to Date
71300	204	Retirement	\$	131,571	82,912	\$ 48,659	63.02%
71300	206	Life Insurance	\$	4,259	2,189	\$ 2,070	51.39%
71300	207	Medical Insurance	\$	212,000	153,569	\$ 58,431	72.44%
71300	208	Dental Insurance	\$	6,624	4,781	\$ 1,843	72.18%
71300	211	Local Retirement	\$	-	-	\$ -	#DIV/0!
71300	212	Medicare	\$	25,728	15,222	\$ 10,506	59.16%
71300	217	Retirement-Hybrid Stabilization	\$	6,999	4,249	\$ 2,750	60.70%
71300	399	Other Contracted Services	\$	1,617	1,617	\$ -	100.00%
71300	429	Instructional Supplies and Materials	\$	39,240	20,129	\$ 19,111	51.30%
71300	429	Forward Funding	\$	1,617	1,617	\$ -	100.00%
71300	730	Vocational Equipment	\$	4,389	-	\$ 4,389	0.00%
Total Vocational Instruction			\$	2,316,661	\$ 1,467,111	\$ 849,550	63.33%
ATTENDANCE							
72110	189	Other Salaries and Wages	\$	212,330	149,606	\$ 62,724	70.46%
72110	201	Social Security	\$	12,952	8,399	\$ 4,553	64.85%
72110	204	State Retirement	\$	16,880	10,087	\$ 6,793	59.75%
72110	206	Life Insurance	\$	510	160	\$ 350	31.35%
72110	207	Medical Insurance	\$	33,278	29,567	\$ 3,711	88.85%
72110	208	Dental Insurance	\$	1,910	816	\$ 1,094	42.72%
72110	211	Local Retirement	\$	-	887	\$ (887)	#DIV/0!
72110	212	Medicare	\$	3,079	1,964	\$ 1,115	63.80%
72110	217	Retirement - Hybrid Stabilization	\$	2,229	1,696	\$ 533	76.08%
72110	471	Software Maintenance	\$	52,672	131,155	\$ (78,483)	249.00%
Total Attendance			\$	335,840	\$ 334,337	\$ 1,503	99.55%
HEALTH SERVICES							
72120	131	Medical Personnel	\$	689,484	460,853	\$ 228,631	66.84%
72120	201	Social Security	\$	42,103	26,796	\$ 15,307	63.64%
72120	204	Retirement	\$	54,814	35,328	\$ 19,486	64.45%
72120	206	Life Insurance	\$	1,655	782	\$ 873	47.25%
72120	207	Medical Insurance	\$	100,000	63,832	\$ 36,168	63.83%
72120	208	Dental Insurance	\$	3,000	1,804	\$ 1,196	60.13%
72120	212	Medicare	\$	9,998	6,267	\$ 3,731	62.68%
72120	217	Retirement-Hybrid Stabilization	\$	7,240	4,610	\$ 2,630	63.68%
72120	355	Travel	\$	1,800	421	\$ 1,379	23.40%
72120	399	Other Contracted Services	\$	8,320	2,786	\$ 5,534	33.48%
72120	413	Drugs & Medical Supplies	\$	3,580	2,496	\$ 1,084	69.72%
72120	499	Other Supplies & Materials	\$	15,700	14,968	\$ 732	95.34%
72120	524	Staff Development	\$	1,000	5,967	\$ (4,967)	596.74%
72120	599	CSH - Donations	\$	100,000	591	\$ 99,409	0.59%
72120	735	Health Equipment	\$	500	467	\$ 33	93.46%
Total Health Services			\$	1,039,194	\$ 627,969	\$ 411,226	60.43%
STUDENT SUPPORT							
72130	117	Career Ladder	\$	2,000	1,000	\$ 1,000	50.00%
72130	123	Guidance Personnel	\$	1,517,961	1,072,592	\$ 445,369	70.66%
72130	161	Secretary	\$	49,500	32,551	\$ 16,949	65.76%
72130	189	Other Salaries & Benefits	\$	961,939	538,033	\$ 423,906	55.93%
72130	201	Social Security	\$	154,416	96,202	\$ 58,214	62.30%
72130	204	Retirement	\$	202,141	126,887	\$ 75,254	62.77%
72130	206	Life Insurance	\$	6,075	2,858	\$ 3,217	47.05%
72130	207	Medical Insurance	\$	357,960	199,765	\$ 158,195	55.81%
72130	208	Dental Insurance	\$	12,187	5,859	\$ 6,328	48.07%
72130	211	Local Retirement	\$	-	2,044	\$ (2,044)	#DIV/0!
72130	212	Medicare	\$	36,705	22,499	\$ 14,206	61.30%
72130	217	Retirement-Hybrid Stabilization	\$	14,522	9,834	\$ 4,688	67.72%

JOHNSON CITY SCHOOLS						
Statement of Revenues, Expenditures, and Changes in Fund Balance						
For the Period Ended February 29, 2024						
						66.67%
			Amended	Actual	Budget Amount	Percentage
			Budget	Amounts	Remaining	of Budget to Date
72130	322	Evaluation & Testing	\$ 30,000	-	\$ 30,000	0.00%
72130	322	AP Testing (2-583)	\$ 105,000	-	\$ 105,000	0.00%
72130	399	Other Contracted Services - Pre-ACT Assessment	\$ 8,000	-	\$ 8,000	0.00%
72130	499	Other Supplies & Materials	\$ -	1,274	\$ (1,274)	#DIV/0!
72130	524	Inservice/Staff Development	\$ -	1,464	\$ (1,464)	#DIV/0!
72130	599	Other Charges	\$ -	-	\$ -	#DIV/0!
72130	790	Other Equipment (1-529)	\$ 2,500	-	\$ 2,500	0.00%
		Total Student Support	\$ 3,460,906	\$ 2,112,861	\$ 1,348,045	61.05%
		INSTRUCTION SUPPORT				
72210	105	Administration	\$ 728,452	488,145	\$ 240,307	67.01%
72210	117	Career Ladder	\$ 8,000	4,000	\$ 4,000	50.00%
72210	129	Librarians	\$ 850,322	534,808	\$ 315,514	62.89%
72210	137	Educational Media Personnel	\$ 329,000	206,760	\$ 122,240	62.84%
72210	161	Secretary	\$ 124,500	82,934	\$ 41,566	66.61%
72210	189	Other Salaries and Wages	\$ 1,181,111	897,460	\$ 283,651	75.98%
72210	189	Other Salaries and Wages - Tech Teacher Leader	\$ 30,500	-	\$ 30,500	0.00%
72210	201	Social Security	\$ 198,365	131,958	\$ 66,407	66.52%
72210	204	Retirement	\$ 250,581	164,298	\$ 86,283	65.57%
72210	206	Life Insurance	\$ 7,805	3,870	\$ 3,935	49.58%
72210	207	Medical Insurance	\$ 310,378	218,186	\$ 92,192	70.30%
72210	208	Dental Insurance	\$ 10,183	7,414	\$ 2,769	72.81%
72210	211	Local Retirement	\$ -	3,158	\$ (3,158)	#DIV/0!
72210	212	Medicare	\$ 47,152	30,330	\$ 16,822	64.32%
72210	217	Retirement-Hybrid Stabilization	\$ 6,911	2,029	\$ 4,882	29.37%
72210	355	Travel	\$ 11,500	7,569	\$ 3,931	65.82%
72210	355	Travel Academic Competitions - Robotics Team (5K) (16-57)	\$ 10,000	6,594	\$ 3,406	65.94%
72210	399	Niswonger Class Fees (555)	\$ 5,000	750	\$ 4,250	15.00%
72210	399	Contracted Services Niswonger Consortium Fee (555)	\$ 15,200	20,034	\$ (4,834)	131.80%
72210	399	Other Contracted Services (5\$ Transact)	\$ 9,000	-	\$ 9,000	0.00%
72210	399	Other Contracted Services-Safety Net Program (1-031)	\$ 41,000	-	\$ 41,000	0.00%
72210	399	Other Contracted Services - Frontline	\$ 28,000	28,980	\$ (980)	103.50%
72210	399	Other Contracted Services - Robotics Team (16-572)	\$ 1,000	1,500	\$ (500)	150.00%
72210	399	Other Contracted Services - Bloomz	\$ 16,500	-	\$ 16,500	0.00%
72210	399	Other Contracted Services - 504 Online System	\$ 5,000	-	\$ 5,000	0.00%
72210	399	Other Contracted Services - Major Clarity	\$ 7,000	7,630	\$ (630)	109.00%
72210	399	At-Risk Services (1-964)	\$ 1,000	-	\$ 1,000	0.00%
72210	399	Random Drug Testing (DOT Physicals)	\$ 16,000	4,532	\$ 11,468	28.33%
72210	399	Technology (1-053)	\$ -	-	\$ -	#DIV/0!
72210	399	Other Contracted Services - Renaissance Learning	\$ -	39,600	\$ (39,600)	#DIV/0!
72210	399	Contracted Services - RC (1-030)	\$ 2,400	1,331	\$ 1,069	55.45%
72210	399	Internal Assessment Platform - Illuminate	\$ 55,000	-	\$ 55,000	0.00%
72210	399	Other Contracted Services - STEM 536	\$ -	950	\$ (950)	#DIV/0!
72210	399	Other Contracted Services (Misc)	\$ 20,000	12,188	\$ 7,812	60.94%
72210	432	Library Books Media	\$ 42,472	40,010	\$ 2,462	94.20%
72210	471	Software Maintenance	\$ -	4,614	\$ (4,614)	#DIV/0!
72210	471	Software Maintenance - Library Software	\$ 15,000	-	\$ 15,000	0.00%
72210	499	Other Supplies & Materials	\$ 10,000	5,009	\$ 4,991	50.09%
72210	499	Mclass Amplify Program (1-524)	\$ 26,000	23,880	\$ 2,120	91.85%
72210	499	Other Supplies & Materials-RC (1-030)	\$ 7,700	2,718	\$ 4,982	35.30%
72210	499	Other Supplies and Materials - Robotics Team (16-572)	\$ 5,000	-	\$ 5,000	0.00%
72210	499	Shoe Fund (1-520)	\$ 15,725	8,351	\$ 7,374	53.11%
72210	499	Raptor (964)	\$ 2,400	-	\$ 2,400	0.00%
72210	499	Homeless Donations (701)	\$ 11,678	4,371	\$ 7,307	37.43%
72210	524	Teacher Leadership Academy (537)	\$ 44,500	30,877	\$ 13,623	69.39%
72210	524	In-service Staff Dev. System Wide/School Based	\$ 148,780	140,539	\$ 8,241	94.46%
72210	524	AP Staff Development (2-583)	\$ 10,000	150	\$ 9,850	1.50%
72210	599	Non Revenue Producing Sports \$30K (25/5)	\$ 85,000	39,844	\$ 45,156	46.88%
72210	599	Non Revenue Producing Sports - Reserved for Encumbrance	\$ 17,723	13,472	\$ 4,252	76.01%

JOHNSON CITY SCHOOLS							
Statement of Revenues, Expenditures, and Changes in Fund Balance							
For the Period Ended February 29, 2024							
						66.67%	
				Amended	Actual	Budget Amount	Percentage
				Budget	Amounts	Remaining	of Budget to Date
72210	599	Other Scharges - MS Competition Fees	\$ 3,000	-	\$ 3,000	0.00%	
72210	599	Other Charges	\$ 4,000	-	\$ 4,000	0.00%	
72210	790	Non Revenue Producing Sports - Arts \$20K (15/5)	\$ 25,000	5,812	\$ 19,188	23.25%	
72210	790	Other Equipment - Special Budget Request	\$ 179,352	174,506	\$ 4,846	97.30%	
72210	790	Safety - Radios (1-964) - Elementary	\$ 5,000	-	\$ 5,000	0.00%	
72210	790	Other Equipment	\$ 5,000	269	\$ 4,731	5.38%	
Total Instruction Support			\$ 4,990,190	\$ 3,401,430	\$ 1,588,760	68.16%	
ALTERNATIVE INSTRUCTIONAL SUPPORT							
72215	161	Secretaries	\$ 37,000	24,473	\$ 12,527	66.14%	
72215	201	Social Security	\$ 2,255	1,282	\$ 973	56.85%	
72215	204	Retirement	\$ 2,942	1,853	\$ 1,089	62.97%	
72215	206	Life Insurance	\$ 89	29	\$ 60	32.18%	
72215	207	Medical Insurance	\$ 9,700	8,524	\$ 1,176	87.88%	
72215	208	Dental Insurance	\$ 145	143	\$ 2	98.39%	
72215	212	Medicare	\$ 537	300	\$ 237	55.82%	
72215	217	Retirement - Hybrid Stabilization	\$ 389	358	\$ 31	92.14%	
72215	435	Office Supplies	\$ 2,462	2,462	\$ -	100.00%	
72215	524	In-Service/Staff Development	\$ 2,000	-	\$ 2,000	0.00%	
Total Alternative Instruction Support			\$ 57,519	\$ 39,423	\$ 18,096	68.54%	
SPECIAL EDUCATION SUPPORT							
72220	105	Administration	\$ 132,081	65,786	\$ 66,295	49.81%	
72220	117	Career Ladder	\$ 1,000	-	\$ 1,000	0.00%	
72220	124	Psychological Personnel	\$ 78,324	49,843	\$ 28,481	63.64%	
72220	131	Physical Therapist	\$ 175,147	178,263	\$ (3,116)	101.78%	
72220	161	Secretary	\$ 106,000	69,395	\$ 36,605	65.47%	
72220	189	Other Salaries & Wages	\$ -	29,153	\$ (29,153)	#DIV/0!	
72220	201	Social Security	\$ 30,047	22,757	\$ 7,290	75.74%	
72220	204	Retirement	\$ 43,742	33,028	\$ 10,714	75.51%	
72220	206	Life Insurance	\$ 1,182	674	\$ 508	57.00%	
72220	207	Medical Insurance	\$ 72,000	59,960	\$ 12,040	83.28%	
72220	208	Dental Insurance	\$ 2,424	1,959	\$ 465	80.80%	
72220	211	Local Retirement	\$ -	384	\$ (384)	#DIV/0!	
72220	212	Medicare	\$ 7,142	5,322	\$ 1,820	74.52%	
72220	217	Retirement-Hybrid Stabilization	\$ 2,166	2,658	\$ (492)	122.70%	
72220	310	Contracts with Other Public Agencies	\$ -	300	\$ (300)	#DIV/0!	
72220	312	Contracts with Private Agencies	\$ 10,000	12,516	\$ (2,516)	125.16%	
72220	314	Contracts with Public Carriers	\$ 2,000	-	\$ 2,000	0.00%	
72220	336	Maintenance & Repair Services - Equipment	\$ 500	189	\$ 311	37.80%	
72220	355	Travel	\$ 5,000	4,655	\$ 345	93.11%	
72220	499	Other Supplies & Materials	\$ 5,000	2,329	\$ 2,671	46.58%	
72220	524	In Service/Staff Development	\$ 10,000	12,495	\$ (2,495)	124.95%	
Total Special Education Support			\$ 683,755	\$ 551,665	\$ 132,090	80.68%	
VOCATIONAL INSTRUCTION SUPPORT							
72230	105	Administration	\$ 127,665	85,110	\$ 42,555	66.67%	
72230	117	Career Ladder	\$ 3,000	1,500	\$ 1,500	50.00%	
72230	161	Secretary	\$ 37,500	23,878	\$ 13,622	63.67%	
72230	201	Social Security	\$ 10,258	6,497	\$ 3,761	63.33%	
72230	204	Retirement	\$ 11,880	7,706	\$ 4,174	64.86%	
72230	206	Life Insurance	\$ 404	253	\$ 151	62.70%	
72230	207	Medical Insurance	\$ 20,500	13,202	\$ 7,298	64.40%	
72230	208	Dental Insurance	\$ 558	370	\$ 188	66.24%	
72230	212	Medicare	\$ 2,438	1,519	\$ 919	62.32%	
72230	217	Retirement - Hybrid Stabilization	\$ 394	353	\$ 41	89.70%	
72230	355	Travel	\$ 154	275	\$ (121)	178.69%	

JOHNSON CITY SCHOOLS						
Statement of Revenues, Expenditures, and Changes in Fund Balance						
For the Period Ended February 29, 2024						
						66.67%
			Amended Budget	Actual Amounts	Budget Amount Remaining	Percentage of Budget to Date
72230	399	Other Contracted Services	\$ 41,000	24,982	\$ 16,018	60.93%
72230	435	Office Supplies	\$ 154	154	\$ -	100.00%
72230	499	Print Shop Enterprise Account	\$ 10,000	-	\$ 10,000	0.00%
72230	499	Other Supplies & Materials PRINT SHOP	\$ 100,000	68,951	\$ 31,049	68.95%
72230	524	In-Service/Staff Development	\$ -	137	\$ (137)	#DIV/0!
		Total Vocational Instruction Support	\$ 365,905	\$ 234,887	\$ 88,464	64.19%
		TECHNOLOGY				
72250	105	Administration	\$ 103,880	69,217	\$ 34,663	66.63%
72250	121	Technicians	\$ 1,047,316	698,062	\$ 349,254	66.65%
72250	201	Social Security	\$ 70,223	44,309	\$ 25,914	63.10%
72250	204	Retirement	\$ 161,354	99,535	\$ 61,820	61.69%
72250	206	Life Insurance	\$ 2,763	1,527	\$ 1,236	55.26%
72250	207	Medical Insurance	\$ 175,000	107,739	\$ 67,261	61.56%
72250	208	Dental Insurance	\$ 5,809	3,681	\$ 2,128	63.37%
72250	211	Local Retirement	\$ -	5,171	\$ (5,171)	#DIV/0!
72250	212	Medicare	\$ 16,692	10,363	\$ 6,329	62.08%
72250	217	Retirement - Hybrid Stabilization	\$ 2,092	4,286	\$ (2,194)	204.89%
72250	307	Technology Communications	\$ 6,300	2,372	\$ 3,928	37.65%
72250	320	Dues and Memberships	\$ 900	-	\$ 900	0.00%
72250	350	Other Charges-Internet/ENA	\$ 200,000	134,870	\$ 65,130	67.43%
72250	355	Travel Technology	\$ 3,000	68	\$ 2,932	2.27%
72250	399	Contracted Services	\$ 44,200	4,160	\$ 40,040	9.41%
72250	411	Data Processing Supplies	\$ 11,500	1,994	\$ 9,506	17.34%
72250	435	Office Supplies Technology	\$ 1,700	825	\$ 875	48.54%
72250	471	Software Maintenance - Content Filter	\$ 26,000	-	\$ 26,000	0.00%
72250	471	Software Maintenance - Endpoint Protection - Trend	\$ 60,000	58,250	\$ 1,750	97.08%
72250	471	Subscription Renewal - ID Auto	\$ 28,000	-	\$ 28,000	0.00%
72250	471	Subscription Renewal - iBoss Cloud Storage	\$ -	23,999	\$ (23,999)	#DIV/0!
72250	471	Subscription Renewal - School Messenger	\$ 14,000	-	\$ 14,000	0.00%
72250	471	Software Maintenance - Jatheon/Email Archive	\$ 5,000	-	\$ 5,000	0.00%
72250	471	Software Maintenance - KnowBe4	\$ 22,000	-	\$ 22,000	0.00%
72250	471	Software Maintenance - TeamViewer	\$ 11,000	-	\$ 11,000	0.00%
72250	471	Software Maintenance - VXRail	\$ 26,000	-	\$ 26,000	0.00%
72250	471	Software Maintenance - Microsoft EES - OS and Office L	\$ 36,000	38,265	\$ (2,265)	106.29%
72250	471	Software Maintenance - Cisco Prime & ISE - Wireless netw	\$ 36,000	15,692	\$ 20,308	43.59%
72250	471	Software Maintenance - Veeam	\$ 6,200	5,097	\$ 1,103	82.21%
72250	471	Software Maintenance - Help Desk	\$ 25,000	24,624	\$ 376	98.50%
72250	471	Software Maintenance - VMWare	\$ 12,000	-	\$ 12,000	0.00%
72250	471	Software Maintenance - MDM - Apple Devices Mosyle	\$ 15,000	-	\$ 15,000	0.00%
72250	471	Software Maintenance - SonicWall - Firewall	\$ 10,000	24,346	\$ (14,346)	243.46%
72250	471	Software Maintenance - KACE	\$ 1,300	1,375	\$ (75)	105.76%
72250	471	Software Maintenance - Identity Automation Rapid	\$ 50,000	-	\$ 50,000	0.00%
72250	471	Software Maintenance - Tipping Point	\$ 93,000	92,520	\$ 480	99.48%
72250	471	Software Hosting Services	\$ 16,000	15,476	\$ 524	96.73%
72250	471	Software Maintenance - Other	\$ 5,000	3,632	\$ 1,368	72.64%
72250	499	Other Supplies & Materials Technology	\$ 10,500	107	\$ 10,393	1.02%
72250	499	Other Supplies & Materials Technology - Chromebooks	\$ 67,261	-	\$ 67,261	0.00%
72250	524	In-service Staff Development - Technology	\$ 10,000	1,898	\$ 8,102	18.98%
72250	709	Data Processing Equipment Technology	\$ 30,000	17,813	\$ 12,187	59.38%
		Total Technology	\$ 2,467,990	\$ 1,511,273	\$ 956,717	61.23%
		BOARD OF EDUCATION				
72310	189	Other Salaries & Wages - Attorney	\$ -	7,055	\$ (7,055)	#DIV/0!
72310	206	Life Insurance	\$ 420	54	\$ 366	12.86%
72310	207	Medical Insurance	\$ 27,000	17,546	\$ 9,454	64.99%

JOHNSON CITY SCHOOLS							
Statement of Revenues, Expenditures, and Changes in Fund Balance							
For the Period Ended February 29, 2024							
						66.67%	
				Amended	Actual	Budget Amount	Percentage
				Budget	Amounts	Remaining	of Budget to Date
72310	212	Employer Medicare	\$	-	102	\$ (102)	#DIV/0!
72310	305	Audit Service	\$	20,000	20,800	\$ (800)	104.00%
72310	320	Dues and Memberships	\$	14,000	9,131	\$ 4,869	65.22%
72310	331	Legal Services	\$	10,000	2,570	\$ 7,431	25.70%
72310	355	Travel	\$	2,000	-	\$ 2,000	0.00%
72310	399	Other Contracted Services	\$	10,000	6,940	\$ 3,060	69.40%
72310	499	Other Supplies & Materials	\$	2,000	609	\$ 1,391	30.45%
72310	506	Liability Insurance	\$	89,952	-	\$ 89,952	0.00%
72310	506	*Athletic Liability Insurance	\$	40,000	40,942	\$ (942)	102.36%
72310	508	Corporate Surety Bonds	\$	150	144	\$ 6	96.00%
72310	510	Trustee's Commission	\$	520,000	305,525	\$ 214,475	58.75%
72310	513	Workman's Compensation Insurance	\$	403,032	-	\$ 403,032	0.00%
72310	524	In-service Staff Development	\$	25,500	24,567	\$ 933	96.34%
72310	599	Other Charges	\$	30,000	6,118	\$ 23,882	20.39%
72310	599	Athletics/Band Travel	\$	80,000	41,054	\$ 38,946	51.32%
Total Board of Education			\$	1,274,054	\$ 483,158	\$ 790,896	37.92%
Superintendent							
72320	101	Superintendent	\$	184,787	123,333	\$ 61,454	66.74%
72320	117	Career Ladder	\$	1,000	-	\$ 1,000	0.00%
72320	161	Secretary	\$	53,000	36,595	\$ 16,405	69.05%
72320	201	Social Security	\$	15,742	8,110	\$ 7,632	51.52%
72320	204	Retirement	\$	18,840	12,240	\$ 6,600	64.97%
72320	206	Life Insurance	\$	573	340	\$ 233	59.32%
72320	207	Medical Insurance	\$	31,000	20,096	\$ 10,904	64.82%
72320	208	Dental Insurance	\$	820	547	\$ 273	66.65%
72320	211	Local Retirement	\$	-	-	\$ -	#DIV/0!
72320	212	Medicare	\$	3,883	2,430	\$ 1,453	62.57%
72320	217	Retirement - Hybrid Stabilization	\$	557	523	\$ 34	93.95%
72320	299	Other Fringe Benefits	\$	10,000	8,000	\$ 2,000	80.00%
72320	306	Bank Charges	\$	5,000	-	\$ 5,000	0.00%
72320	307	Communications	\$	79,457	29,873	\$ 49,584	37.60%
72320	320	Dues & Memberships	\$	12,000	11,193	\$ 807	93.28%
72320	348	Postal Charges	\$	10,000	6,493	\$ 3,507	64.93%
72320	355	Travel	\$	1,000	-	\$ 1,000	0.00%
72320	399	Other Contracted Services	\$	21,200	11,403	\$ 9,797	53.79%
72320	435	Office Supplies	\$	7,000	3,538	\$ 3,462	50.54%
72320	499	Other Supplies and Materials	\$	-	102	\$ (102)	#DIV/0!
72320	524	Staff Development - Leadership Program	\$	11,000	2,803	\$ 8,197	25.49%
72320	599	Other Charges	\$	13,000	(437)	\$ 13,437	-3.36%
72320	701	Administrative Equipment	\$	2,000	-	\$ 2,000	0.00%
Total Director of Schools			\$	481,859	\$ 277,183	\$ 204,677	57.52%
OFFICE OF THE PRINCIPAL							
72410	104	Principals	\$	1,358,575	862,366	\$ 496,209	63.48%
72410	117	Career Ladder	\$	1,000	1,000	\$ -	100.00%
72410	119	Bookkeepers	\$	480,000	309,865	\$ 170,135	64.56%
72410	121	Data Processing Personnel	\$	68,389	45,593	\$ 22,796	66.67%
72410	139	Assistant Principals	\$	1,760,803	1,318,490	\$ 442,313	74.88%
72410	161	Secretary	\$	1,074,000	714,580	\$ 359,420	66.53%
72410	201	Social Security	\$	289,309	190,031	\$ 99,278	65.68%
72410	204	Retirement	\$	392,890	255,944	\$ 136,946	65.14%
72410	206	Life Insurance	\$	11,383	6,552	\$ 4,831	57.56%
72410	207	Medical Insurance	\$	520,000	393,635	\$ 126,365	75.70%
72410	208	Dental Insurance	\$	16,015	12,601	\$ 3,414	78.68%
72410	211	Local Retirement	\$	-	7,402	\$ (7,402)	#DIV/0!
72410	212	Medicare	\$	68,770	44,443	\$ 24,327	64.63%
72410	217	Retirement - Hybrid Stabilization	\$	13,912	10,850	\$ 3,062	77.99%

JOHNSON CITY SCHOOLS							
Statement of Revenues, Expenditures, and Changes in Fund Balance							
For the Period Ended February 29, 2024							
						66.67%	
				Amended	Actual	Budget Amount	Percentage
				Budget	Amounts	Remaining	of Budget to Date
72410	307	Communication	\$	100,000	34,229	\$ 65,771	34.23%
72410	320	Dues & Memberships	\$	2,214	2,214	\$ -	100.00%
72410	348	Postal Charges	\$	7,067	6,795	\$ 272	96.15%
72410	355	Travel	\$	2,384	2,384	\$ -	100.00%
72410	399	Other Contracted Services	\$	-	-	\$ -	#DIV/0!
72410	435	Office Supplies	\$	5,887	5,887	\$ -	100.00%
72410	471	Software Maintenance - Raptor	\$	14,500	-	\$ 14,500	0.00%
72410	524	In-service/Staff Development	\$	912	-	\$ 912	0.00%
72410	599	Safety Grant	\$	131,700	-	\$ 131,700	0.00%
72410	701	Administrative Equipment	\$	-	3,582	\$ (3,582)	#DIV/0!
Total Office of the Principal			\$	6,319,710	\$ 4,228,441	\$ 2,091,269	66.91%
FISCAL SERVICES							
72510	105	Administration	\$	118,413	77,948	\$ 40,465	65.83%
72510	119	Bookkeepers	\$	308,812	196,879	\$ 111,933	63.75%
72510	201	Social Security	\$	26,059	16,698	\$ 9,361	64.08%
72510	204	Retirement	\$	64,837	40,082	\$ 24,755	61.82%
72510	206	Life Insurance	\$	1,025	548	\$ 477	53.47%
72510	207	Medical Insurance	\$	46,100	30,257	\$ 15,843	65.63%
72510	208	Dental Insurance	\$	1,250	932	\$ 318	74.55%
72510	211	Local Retirement	\$	-	2,677	\$ (2,677)	#DIV/0!
72510	212	Medicare	\$	6,195	3,868	\$ 2,327	62.44%
72510	217	Retirement - Hybrid Stabilization	\$	1,915	1,270	\$ 645	66.32%
72510	320	Dues & Memberships	\$	1,500	500	\$ 1,000	33.33%
72510	355	Travel	\$	100	121	\$ (21)	120.72%
72510	399	Other Contracted Services	\$	50,000	1,701	\$ 48,299	3.40%
72510	411	Data Processing Supplies	\$	4,500	5,213	\$ (713)	115.84%
72510	435	Office Supplies	\$	4,000	2,261	\$ 1,739	56.53%
72510	499	Other Supplies and Materials	\$	1,000	490	\$ 510	49.00%
72510	524	Staff Development	\$	5,000	4,246	\$ 754	84.93%
72510	599	Other Charges	\$	250	1,744	\$ (1,494)	697.42%
72510	701	Administrative Equipment	\$	3,000	-	\$ 3,000	0.00%
Total Fiscal Services			\$	643,956	\$ 387,434	\$ 256,522	60.16%
HUMAN RESOURCES							
72520	105	Supervisor/Director	\$	113,420	49,465	\$ 63,955	43.61%
72520	161	Secretary	\$	79,000	55,470	\$ 23,530	70.22%
72520	189	Other Salaries & Wages	\$	-	7,055	\$ (7,055)	#DIV/0!
72520	201	Social Security	\$	11,737	6,045	\$ 5,692	51.50%
72520	204	State Retirement	\$	20,311	11,469	\$ 8,842	56.46%
72520	206	Life Insurance	\$	462	129	\$ 333	27.83%
72520	207	Medical Insurance	\$	18,252	15,591	\$ 2,661	85.42%
72520	208	Dental Insurance	\$	820	512	\$ 308	62.50%
72520	212	Medicare	\$	2,790	1,516	\$ 1,274	54.33%
72520	217	Retirement - Hybrid Stabilization	\$	1,191	725	\$ 466	60.83%
72520	320	Dues and Memberships	\$	600	589	\$ 11	98.17%
72520	355	Travel	\$	1,000	-	\$ 1,000	0.00%
72520	399	Other Contracted Services	\$	300	221	\$ 79	73.67%
72520	435	Office Supplies	\$	1,000	1,898	\$ (898)	189.85%
72520	524	Staff Development	\$	1,250	1,241	\$ 9	99.28%
72520	599	Other Charges	\$	-	-	\$ -	#DIV/0!
72520	701	Administrative Equipment	\$	1,250	2,000	\$ (750)	160.00%
Total Human Resources			\$	253,383	\$ 153,925	\$ 99,458	60.75%

JOHNSON CITY SCHOOLS

**Statement of Revenues, Expenditures, and Changes in Fund Balance
For the Period Ended February 29, 2024**

66.67%

			Amended Budget	Actual Amounts	Budget Amount Remaining	Percentage of Budget to Date
OPERATION OF PLANT						
72610	160	Guards	\$ 211,108	82,928	\$ 128,180	39.28%
72610	166	Custodial Personnel	\$ 1,897,500	1,203,085	\$ 694,415	63.40%
72610	166	Summer Worker (510)	\$ 16,960	-	\$ 16,960	0.00%
72610	166	Custodian Overtime	\$ 5,000	27,213	\$ (22,213)	544.26%
72610	201	Social Security	\$ 129,964	75,814	\$ 54,150	58.33%
72610	204	Retirement	\$ 244,179	134,320	\$ 109,859	55.01%
72610	206	Life Insurance	\$ 5,113	2,173	\$ 2,940	42.50%
72610	207	Medical Insurance	\$ 289,000	192,554	\$ 96,446	66.63%
72610	208	Dental Insurance	\$ 9,100	6,320	\$ 2,780	69.45%
72610	211	Local Retirement	\$ -	11,663	\$ (11,663)	#DIV/0!
72610	212	Medicare	\$ 30,893	17,730	\$ 13,163	57.39%
72610	217	Retirement - Hybrid Stabilization	\$ -	7,677	\$ (7,677)	#DIV/0!
72610	359	Disposal Fees	\$ 130,000	83,208	\$ 46,792	64.01%
72610	399	Other Contracted Services	\$ -	30,413	\$ (30,413)	#DIV/0!
72610	410	Custodial Supplies	\$ 150,000	129,208	\$ 20,792	86.14%
72610	415	Electricity	\$ 1,900,000	1,118,974	\$ 781,026	58.89%
72610	434	Natural Gas	\$ 275,000	139,490	\$ 135,510	50.72%
72610	454	Water & Sewer	\$ 300,000	165,342	\$ 134,658	55.11%
72610	499	Other Supplies & Materials	\$ 5,000	2,754	\$ 2,246	55.08%
72610	720	Plant Operating Equipment	\$ 5,000	9,592	\$ (4,592)	191.84%
		Total Operation of Plant	\$ 5,603,817	\$ 3,440,457	\$ 2,163,360	61.39%
MAINTENANCE OF PLANT						
72620	105	Administration	\$ 90,274	60,183	\$ 30,091	66.67%
72620	161	Secretary	\$ 45,000	28,705	\$ 16,295	63.79%
72620	167	Maintenance Personnel	\$ 1,148,396	677,290	\$ 471,106	58.98%
72620	201	Social Security	\$ 78,302	43,000	\$ 35,302	54.92%
72620	204	Retirement	\$ 206,237	116,601	\$ 89,636	56.54%
72620	206	Life Insurance	\$ 3,081	1,420	\$ 1,661	46.10%
72620	207	Medical Insurance	\$ 213,000	138,964	\$ 74,036	65.24%
72620	208	Dental Insurance	\$ 6,393	4,092	\$ 2,301	64.01%
72620	211	Local Retirement	\$ -	2,778	\$ (2,778)	#DIV/0!
72620	212	Medicare	\$ 18,613	10,057	\$ 8,556	54.03%
72620	217	Retirement - Hybrid Stabilization	\$ 4,819	3,547	\$ 1,272	73.61%
72620	307	Communications	\$ 12,000	3,532	\$ 8,469	29.43%
72620	336	Maint & Repair Service - Equipment	\$ 7,500	12,093	\$ (4,593)	161.24%
72620	399	Other Contracted Services	\$ 115,000	62,904	\$ 52,096	54.70%
72620	399	ESG M&V Services	\$ 17,000	-	\$ 17,000	0.00%
72620	399	Other Contracted Svcs - Rsvrd for Encmbrnc	\$ 22,893	14,273	\$ 8,620	62.35%
72620	499	Other Supplies & Materials	\$ 260,000	192,913	\$ 67,087	74.20%
72620	499	Other Supplies & Materials - Rsvrd for Enmn	\$ 5,422	3,482	\$ 1,940	64.23%
72620	499	Other Supplies & Materials - Special Budget Requests	\$ 6,500	-	\$ 6,500	0.00%
72620	599	Other Charges-In-service/Staff Development.	\$ 3,000	-	\$ 3,000	0.00%
72620	717	Plant Maintenance Equipment	\$ 40,000	-	\$ 40,000	0.00%
		Total Maintenance of Plant	\$ 2,303,431	\$ 1,375,835	\$ 927,595	59.73%
TRANSPORTATION						
72710	189	Other Salaries & Wages - Bus Assistants	\$ 38,600	8,689	\$ 29,912	22.51%
72710	201	Social Security	\$ 2,393	531	\$ 1,862	22.18%
72710	204	Retirement	\$ 4,270	625	\$ 3,645	14.64%
72710	211	Local Retirement	\$ 300	-	\$ 300	0.00%
72710	212	Medicare	\$ 560	124	\$ 436	22.17%
72710	217	Retirement - Hybrid Stabilization	\$ -	53	\$ (53)	#DIV/0!
72710	314	Contracts w/Public Carrier	\$ 2,909,423	-	\$ 2,909,423	0.00%
72710	338	Maint & Repair Service	\$ 15,000	10,086	\$ 4,914	67.24%
72710	425	Gasoline	\$ 50,000	27,321	\$ 22,679	54.64%

JOHNSON CITY SCHOOLS							
Statement of Revenues, Expenditures, and Changes in Fund Balance							
For the Period Ended February 29, 2024							
						66.67%	
				Amended	Actual	Budget Amount	Percentage
				Budget	Amounts	Remaining	of Budget to Date
72710	450	Tires & Tubes	\$	5,000	1,314	\$ 3,686	26.27%
72710	453	Vehicle Parts	\$	9,000	3,269	\$ 5,731	36.33%
72710	729	Transportation Equipment	\$	340,540	-	\$ 340,540	0.00%
Total Transportation			\$	3,375,086	\$ 52,012	\$ 3,323,074	1.54%
PUBLIC RELATIONS							
72810	189	Other Salaries and Wages	\$	70,440	46,960	\$ 23,480	66.67%
72810	201	Social Security	\$	4,297	2,574	\$ 1,723	59.90%
72810	204	Retirement	\$	5,600	3,555	\$ 2,045	63.48%
72810	206	Life Insurance	\$	169	101	\$ 68	60.02%
72810	207	Medical Insurance	\$	15,500	10,048	\$ 5,452	64.82%
72810	208	Dental Insurance	\$	410	273	\$ 137	66.65%
72810	211	Local Retirement	\$	-	-	\$ -	#DIV/0!
72810	212	Medicare	\$	1,021	602	\$ 419	58.96%
72810	217	Retirement - Hybrid Stabilization	\$	740	672	\$ 68	90.75%
72810	320	Dues and memberships	\$	-	50	\$ (50)	#DIV/0!
72810	355	Travel Public Relations	\$	2,000	-	\$ 2,000	0.00%
72810	399	Contracted Services Public Relations	\$	11,000	11,294	\$ (294)	102.67%
72810	435	Office Supplies Public Relations	\$	1,500	-	\$ 1,500	0.00%
72810	499	Other Supplies & Materials-Public Relations	\$	4,200	1,752	\$ 2,448	41.72%
72810	524	In-service Staff Development - Public Relations	\$	4,200	2,413	\$ 1,787	57.45%
72810	599	Other Charges Public Relations	\$	2,000	1,122	\$ 878	56.08%
72810	709	Data Processing Equipment Public Relations	\$	3,000	-	\$ 3,000	0.00%
Total Public Relations			\$	126,077	\$ 81,415	\$ 44,662	64.58%
COMMUNITY SERVICE							
73300	105	Supervisor/Director	\$	309,500	204,181	\$ 105,319	65.97%
73300	166	Custodial Personnel	\$	22,000	16,298	\$ 5,702	74.08%
73300	189	Other Salaries and Wages	\$	690,500	449,100	\$ 241,400	65.04%
73300	201	Social Security	\$	63,200	40,992	\$ 22,208	64.86%
73300	204	Retirement	\$	12,200	11,278	\$ 922	92.44%
73300	206	Life Insurance	\$	290	196	\$ 94	67.66%
73300	207	Medical Insurance	\$	18,480	15,794	\$ 2,686	85.47%
73300	208	Dental Insurance	\$	730	451	\$ 279	61.74%
73300	211	Local Retirement	\$	9,330	49	\$ 9,281	0.53%
73300	212	Medicare	\$	14,778	9,587	\$ 5,191	64.87%
73300	217	Hybrid Stabilization	\$	-	1,473	\$ (1,473)	#DIV/0!
73300	307	Communications	\$	2,400	428	\$ 1,972	17.85%
73300	355	Travel	\$	5,200	-	\$ 5,200	0.00%
73300	399	Other Contracted Services	\$	9,550	1,879	\$ 7,671	19.67%
73300	422	Food Supplies	\$	46,143	10,087	\$ 36,056	21.86%
73300	429	Instructional Supplies and Materials	\$	-	142	\$ (142)	#DIV/0!
73300	499	Other Supplies	\$	56,221	18,081	\$ 38,140	32.16%
73300	509	Refunds	\$	1,150	1,073	\$ 77	93.30%
73300	524	Staff Development	\$	4,900	1,165	\$ 3,735	23.78%
73300	599	Other Charges	\$	25,550	9,999	\$ 15,551	39.14%
73300	790	Other Equipment	\$	12,000	8,627	\$ 3,373	71.89%
Total Community Services			\$	1,304,122	\$ 800,880	\$ 503,242	61.41%
EARLY CHILDHOOD EDUCATION							
73400	105	Supervisor/Director	\$	21,500	25,638	\$ (4,138)	119.25%
73400	116	Teachers	\$	191,745	105,154	\$ 86,591	54.84%
73400	163	Educational Assistants	\$	19,500	10,425	\$ 9,075	53.46%
73400	189	Other Salaries & Wages	\$	226,700	109,322	\$ 117,378	48.22%
73400	201	Social Security	\$	27,433	15,140	\$ 12,293	55.19%

JOHNSON CITY SCHOOLS						
Statement of Revenues, Expenditures, and Changes in Fund Balance						
For the Period Ended February 29, 2024						
						66.67%
			Amended	Actual	Budget Amount	Percentage
			Budget	Amounts	Remaining	of Budget to Date
73400	204	Retirement	\$ 16,588	8,310	\$ 8,278	50.09%
73400	206	Life Insurance	\$ 457	208	\$ 249	45.53%
73400	207	Medical Insurance	\$ 44,144	6,572	\$ 37,572	14.89%
73400	208	Dental Insurance	\$ 1,230	442	\$ 788	35.92%
73400	211	Local Retirement	\$ 425	-	\$ 425	0.00%
73400	212	Medicare	\$ 7,038	3,541	\$ 3,497	50.31%
73400	217	Retirement - Hybrid Stabilization	\$ 874	1,187	\$ (313)	135.78%
73400	307	Communications	\$ 50	28	\$ 22	56.00%
73400	356	Tuition	\$ -	-	\$ -	#DIV/0!
73400	399	Other Contracted Services	\$ 900	-	\$ 900	0.00%
73400	422	Food Supplies	\$ -	1,981	\$ (1,981)	#DIV/0!
73400	429	Instructional Supplies	\$ -	6,564	\$ (6,564)	#DIV/0!
73400	499	Other Supplies & Materials	\$ 8,500	899	\$ 7,601	10.57%
73400	509	Refunds	\$ 800	150	\$ 650	18.75%
73400	524	Staff Development	\$ 2,000	-	\$ 2,000	0.00%
73400	599	Other Charges	\$ 3,000	323	\$ 2,677	10.77%
73400	790	Other Equipment	\$ 2,000	-	\$ 2,000	0.00%
		Total Early Childhood Education	\$ 574,884	\$ 295,882	\$ 279,002	51.47%
		CAPITAL OUTLAY				
76100	314	Architectural Services	\$ -	22,959	\$ (22,959)	#DIV/0!
76100	599	Summer Painting and Improvement (510)	\$ 10,000		\$ 10,000	0.00%
76100	599	Non-Capital Building Improvements	\$ 60,000		\$ 60,000	0.00%
76100	707	Building Improvements	\$ 190,000	24,129	\$ 165,871	12.70%
76100	707	Building Improvements - Special Budget Requests	\$ 695,500		\$ 695,500	0.00%
76100	707	Reserved For Capital Outlay	\$ 507,396	247,877	\$ 259,519	48.85%
76100	707	SHHS Classroom Renovation Project	\$ 1,206,860	835,944	\$ 370,916	69.27%
76100	707	Access Control	\$ 143,835			
76100	707	Reserved for Encumbrances	\$ 64,556	64,556	\$ -	100.00%
76100	799	Other Capital Outlay	\$ 1,128,000	48,007	\$ 1,079,993	4.26%
76100	799	Other Capital Outlay - Special Budget Requests	\$ 165,000	6,305	\$ 158,695	3.82%
76100	799	Other Capital Outlay - Reserved for Encumbrances	\$ 3,817		\$ 3,817	0.00%
		Total Capital Outlay	\$ 4,174,964	\$ 1,249,777	\$ 2,781,352	29.94%
		DEBT SERVICE				
82130	601	Sales Tax Trust Fund	\$ 1,924,510	1,341,857	\$ 582,653	69.72%
82130	601	ESG Bond Principal Payments	\$ 477,000	-	\$ 477,000	0.00%
82130	601	ESG Bond Principal Payments 2017 Issue	\$ 390,000		\$ 390,000	0.00%
82230	603	ESG Bond Interest Payments	\$ 14,310	10,729	\$ 3,581	74.98%
82230	603	ESG Bond Interest Payments - 2017 Issue	\$ 158,900		\$ 158,900	0.00%
82230	699	ESG Bond Other Services/Fees Payments	\$ 9,000	2,024	\$ 6,976	22.49%
		Total Debt Service	\$ 2,973,720	\$ 1,354,610	\$ 1,619,110	45.55%
		TRANSFERS				
99100	590	Operating Transfers (CSH, PREK, HOMELESS)	\$ 52,739	2,985	\$ 49,754	5.66%
99100	590	Operating Transfer - SRO Overtime	\$ 10,000	3,449	\$ 6,551	34.49%
		Total Transfers	\$ 62,739	\$ 6,434	\$ 56,305	10.26%
		TOTAL EXPENDITURES	\$ 102,962,951	\$ 61,217,492	\$ 41,557,565	59.46%
		NET CHANGE IN FUND BALANCE	\$ (7,507,225)	\$ 2,746,312	\$ (10,065,642)	

JOHNSON CITY SCHOOLS					
Statement of Revenues, Expenditures, and Changes in Fund Balance					
For the Period Ended February 29, 2024					
					66.67%
		Amended	Actual	Budget Amount	Percentage
		Budget	Amounts	Remaining	of Budget to Date
NET CHANGE IN FUND BALANCE BREAKDOWN					
UNDESIGNATED					
	One-Time Special Budget Requests	\$ 1,113,152	\$ 174,506	\$ 938,646	
	22-23 Year-End Reserves	\$ 3,291,229	\$ 1,308,889	\$ 1,982,340	
	Technology Equipment	\$ 1,260,000	\$ 456,846	\$ 803,154	
	Indian Trail Field Improvements	\$ 1,100,000	\$ -	\$ 1,100,000	
	SHHS Classroom Renovation Project	\$ 41,942	\$ -	\$ 41,942	
	Access Controls	\$ 22,698	\$ -	\$ 22,698	
	Textbooks	\$ 500,221	\$ 105,667	\$ 394,554	
	Total Undesignated Fund Balance	\$ 7,329,242	\$ 2,045,909	\$ 5,283,333	
	EDUCARE	\$ 177,983	\$ 170,304	\$ 7,679	
	Total Net Change in Fund Balance	\$ 7,507,225	\$ 2,950,381	\$ 4,556,844	

Locality	2018 Rate	Increase	2019 Rate	Increase	2020 Rate	Increase	2021 Rate	Increase	2022 Rate	Residents	Increase	2023 Rate	Residents
										Combined Rate			Combined Rate
Washington County	\$ 2.3798	\$ (0.2298)	\$ 2.1500	\$ -	\$ 2.1500	\$ -	\$ 2.1500	\$ -	\$ 2.1500	\$ 2.1500	\$ -	\$ 2.1500	\$ 2.1500
Watauga	\$ 0.7000	\$ -	\$ 0.7000	\$ -	\$ 0.7000	\$ (0.1300)	\$ 0.5700	\$ -	\$ 0.5700	\$ 2.7200	\$ -	\$ 0.5700	\$ 2.7200
Jonesborough	\$ 1.3105	\$ (0.1105)	\$ 1.2000	\$ -	\$ 1.2000	\$ -	\$ 1.2000	\$ -	\$ 1.2000	\$ 3.3500	\$ 0.2500	\$ 1.4500	\$ 3.6000
Johnson City	\$ 1.8900	\$ (0.1800)	\$ 1.7100	\$ -	\$ 1.7100	\$ 0.0200	\$ 1.7300	\$ -	\$ 1.7300	\$ 3.8800	\$ 0.2500	\$ 1.9800	\$ 4.1300
Unicoi County	\$ 2.6838	\$ -	\$ 2.6838	\$ 0.1700	\$ 2.8538	\$ -	\$ 2.8538	\$ (0.5033)	\$ 2.3505	\$ 2.3505	\$ 0.2600	\$ 2.6105	\$ 2.6105
Erwin	\$ 1.4620	\$ 0.4000	\$ 1.8620	\$ -	\$ 1.8620	\$ -	\$ 1.8620	\$ (0.3108)	\$ 1.5512	\$ 3.9017	\$ -	\$ 1.5512	\$ 4.1617
Sullivan County	\$ 2.5500	\$ 0.0200	\$ 2.5700	\$ -	\$ 2.5700	\$ (0.1638)	\$ 2.4062	\$ -	\$ 2.4062	\$ 2.4062	\$ -	\$ 2.4062	\$ 2.4062
Bluff City	\$ 1.2800	\$ -	\$ 1.2800	\$ -	\$ 1.2800	\$ (0.1010)	\$ 1.1790	\$ -	\$ 1.1790	\$ 3.5852	\$ 0.1210	\$ 1.3000	\$ 3.7062
Bristol	\$ 2.1612	\$ -	\$ 2.1612	\$ -	\$ 2.1612	\$ (0.1749)	\$ 1.9863	\$ -	\$ 1.9863	\$ 4.3925	\$ -	\$ 1.9863	\$ 4.3925
Johnson City	\$ 1.8400	\$ 0.1100	\$ 1.9500	\$ -	\$ 1.9500	\$ (0.4000)	\$ 1.5500	\$ -	\$ 1.5500	\$ 3.9562	\$ 0.2500	\$ 1.8000	\$ 4.2062
Kingsport	\$ 1.9750	\$ 0.0893	\$ 2.0643	\$ -	\$ 2.0643	\$ (0.1860)	\$ 1.8783	\$ 0.1200	\$ 1.9983	\$ 4.4045	\$ -	\$ 1.9983	\$ 4.4045
Carter County	\$ 2.4700	\$ -	\$ 2.4700	\$ -	\$ 2.4700	\$ (0.4400)	\$ 2.0300	\$ -	\$ 2.0300	\$ 2.0300	\$ 0.1500	\$ 2.1800	\$ 2.1800
Elizabethton	\$ 1.7900	\$ 0.0600	\$ 1.8500	\$ -	\$ 1.8500	\$ (0.2800)	\$ 1.5700	\$ -	\$ 1.5700	\$ 3.6000	\$ 0.0800	\$ 1.6500	\$ 3.8300
Johnson City	\$ 1.8400	\$ (0.0100)	\$ 1.8300	\$ -	\$ 1.8300	\$ (0.2800)	\$ 1.5500	\$ -	\$ 1.5500	\$ 3.5800	\$ 0.2500	\$ 1.8000	\$ 3.9800
Watauga	\$ 0.7000	\$ -	\$ 0.7000	\$ -	\$ 0.7000	\$ (0.1300)	\$ 0.5700	\$ -	\$ 0.5700	\$ 2.6000	\$ -	\$ 0.5700	\$ 2.7500
Greene County	\$ 2.0145	\$ -	\$ 2.0145	\$ -	\$ 2.0145	\$ -	\$ 2.0145	\$ -	\$ 2.0145	\$ 2.0145	\$ (0.3645)	\$ 1.6500	\$ 1.6500
Greene County for City Residents	\$ 1.8551	\$ 0.1294	\$ 1.9845	\$ -	\$ 1.9845	\$ -	\$ 1.9845	\$ -	\$ 1.9845	\$ 4.1620	\$ (0.3445)	\$ 1.6400	\$ 3.3471
Greeneville City	\$ 2.1775	\$ -	\$ 2.1775	\$ -	\$ 2.1775	\$ -	\$ 2.1775	\$ -	\$ 2.1775	\$ 4.1620	\$ (0.4704)	\$ 1.7071	\$ 3.3471
Hawkins County	\$ 2.5323	\$ -	\$ 2.5323	\$ -	\$ 2.5323	\$ (0.3646)	\$ 2.1677	\$ 0.1500	\$ 2.3177	\$ 2.3177	\$ 0.0070	\$ 2.3247	\$ 2.3247
Rogersville City	\$ 1.6700	\$ -	\$ 1.6700	\$ -	\$ 1.6700	\$ (0.1835)	\$ 1.4865	\$ -	\$ 1.4865	\$ 3.8042	\$ -	\$ 1.4865	\$ 3.8112
Bulls Gap	\$ 0.7000	\$ 0.0200	\$ 0.7200	\$ -	\$ 0.7200	\$ (0.0636)	\$ 0.6564	\$ 0.0036	\$ 0.6600	\$ 2.9777	\$ 0.2000	\$ 0.8600	\$ 3.1847
Church Hill	\$ 1.1034	\$ -	\$ 1.1034	\$ -	\$ 1.1034	\$ (0.1418)	\$ 0.9616	\$ -	\$ 0.9616	\$ 3.2793	\$ -	\$ 0.9616	\$ 3.2863
Kingsport	\$ 1.9750	\$ (0.0850)	\$ 1.8900	\$ -	\$ 1.8900	\$ (0.0117)	\$ 1.8783	\$ 0.1200	\$ 1.9983	\$ 4.3160	\$ -	\$ 1.9983	\$ 4.3230
Mount Carmel	\$ 1.6700	\$ -	\$ 1.6700	\$ -	\$ 1.6700	\$ (0.2803)	\$ 1.3897	\$ -	\$ 1.3897	\$ 3.7074	\$ 0.2000	\$ 1.5897	\$ 3.9144
Surgoinsville	\$ 1.2000	\$ -	\$ 1.2000	\$ -	\$ 1.2000	\$ (0.2370)	\$ 0.9630	\$ 0.0033	\$ 0.9663	\$ 3.2840	\$ -	\$ 0.9663	\$ 3.2910

Acct	Acct	AMOUNT
A	Asset	
11130	CASH IN BANK	19,961,028.23
11131	FOOD SERVICE CASH	0.00
11133	RETAINAGE ESCROW ACCOUNT	299,283.99
11200	INVENTORIES	57,399.89
11300	INVESTMENTS	856,075.37
11410	ACCOUNTS RECEIVABLE	646.42
11420	DUE FROM WASHINGTON CO GASB 33	18,705,286.00
11430	DUE FROM OTHER GOVERNMENTS	5,853,779.88
11440	DUE FROM OTHER FUNDS	0.00
11460	DUE FROM CITY GENERAL FUND	0.00
48610	DONATIONS	0.00
71100	REGULAR INSTRUCTION PROGRAM	0.00
-----	Asset	45,733,499.78
		=====

L	Liability	
21100	ACCOUNTS PAYABLE	-897.16
21200	ACCRUED PAYROLL	-2,714,780.60
21310	INCOME TAX WITHHELD AND UNPAID	1,133.72
21311	STATE INCOME TAX	25.33
21320	SOCIAL SECURITY TAX	-168,316.33
21325	EMPLOYEE MEDICARE DEDUCTION	-39,289.75
21330	RETIREMENT CONTRIBUTIONS	-180,797.09
21331	THE TRUST COMPANY	-2,657.75
21332	GREAT WEST DC PLAN	1,588.98
21340	FAMILY HEALTH INSURANCE	0.00
21341	MEDICAL INSURANCE	20,543.10
21342	SECTION 125	-35,266.52
21344	PAYROLL DEDUCTIONS	-506.53
21345	JCEA	0.00
21346	NTA	0.00
21347	NAS INC	0.00
21348	DENTAL INSURANCE	9,518.62
21350	TAX SHELTER ANNUITIES	0.00
21351	HEALTH SAVINGS ACCOUNT	0.00
21360	GARNISHMENTS AND LEVIES	0.00
21370	EXTENSION SERVICE PAYROLL DEDU	0.00
21390	OTHER PAYROLL DEDUCTIONS	-3,802.12
21410	CONSTRUCTION RETAINAGE PAYABLE	-176,226.09
21500	DUE TO OTHER FUNDS	0.00
21518	DEFERRED REVENUE	-18,705,641.02
21520	DUE TO FOOD SERVICE	-257,875.68
21521	REVTRAK CLEARING ACCOUNT	-107.09
21540	DUE TO DEBT SERVICE FUND 1/4 C	-531,691.10
21555	DUE TO OTHER GOVERNMENTS	0.00
-----	Liability	-22,785,045.08
		=====

Acct	Acct	AMOUNT
Q	Equity	
34110	RESERVED FOR ENCUMBRANCES - CU	-1,330,679.17
34130	RESERVED FOR CHROMEBOOKS	-67,260.52
34141	RESERVED FOR SITE-BASED	0.00
34142	RESERVED FOR THE ARTS	0.00
34143	RESERVED FOR ADULT EDUCATION	0.00
34144	LOCAL EXTENDED CONTRACT	0.00
34145	RESERVED FOR BOILER - MAINTENA	0.00
34147	RESERVED FOR MAINTENANCE EQUIP	0.00
34150	RESERVED FOR INVENTORY	-73,263.04
34170	RESERVED FOR PROJECT SMILE	0.00
34179	LOCAL EXTENDED CONTRACTS	-47,071.26
34180	RESERVED FOR SUMMER SCHOOL	0.00
34181	RESERVED FOR LOCAL DONATIONS	-17,402.55
34379	RESERVED FOR EXTENDED CONTRACT	0.00
34380	RESERVED FOR CAREER LADDER PRO	4,054.74
34381	RESERVED FOR BEP CLASSROOM	0.00
34383	RESERVED FOR TECHNOLOGY	0.00
34384	RESERVED FOR TEXTBOOKS	0.00
34385	RESERVED FOR STAFF DEVELOPMENT	0.00
34390	OTHER STATE EDUCATION RESERVES	0.00
34391	RESERVED FOR SUMMER YOUTH	0.00
34392	RESERVED FOR TECH CENTER AUCTI	0.00
34393	RESERVED FOR CAPITAL OUTLAY	-1,672,314.17
34394	RESERVE FOR HVAC	0.00
34395	RESERVE FOR SPECIAL BUDGET REQ	-156,500.00
34400	RESERVED FOR COMPENSATED ABSEN	-82,405.51
34450	RESERVED FOR GOLLONG	0.00
35110	DESIGNATED FOR 0.03 FUND BALAN	-2,783,872.44
35120	DESIGNATED FOR STIMULUS RECOVE	0.00
39000	UNDESIGNATED FUND BALANCE	-16,721,740.78
-----	Equity	-22,948,454.70
		=====
-----		0.00
	Grand Asset Totals	45,733,499.78
	Grand Liability Totals	-22,785,045.08
	Grand Equity Totals	-22,948,454.70
	Grand Totals	0.00

Number of Accounts: 431

***** End of report *****

Fnd Acct	Acct	AMENDED BUDGET	MONTH-TO-DATE COLLECTIONS	YEAR-TO-DATE COLLECTIONS	UNCOLLECTED REVENUES	PERCENT COLLECTED	
40000							
141	40110	CURRENT PROPERTY TAX	12,412,095.00	3,127,158.03	7,950,995.87	4,461,099.13	64.06%
141	40120	TRUSTEE'S COLLECTIONS - PRIOR	354,555.00	11,299.90	157,405.45	197,149.55	44.40%
141	40130	CIRCUIT CLERK/CLERK & MASTER C	100,000.00	3,073.11	40,573.19	59,426.81	40.57%
141	40140	INTEREST AND PENALTY	150,000.00	4,288.86	36,794.65	113,205.35	24.53%
141	40150	PICK-UP TAXES	5,500.00	23.09	199.43	5,300.57	3.63%
141	40162	PAYMENTS IN LIEU OF TAXES - LO	215,000.00	0.00	231,634.89	-16,634.89	107.74%
141	40163	PAYMENTS IN LIEU OF TAXES - OT	18,000.00	0.00	10,533.18	7,466.82	58.52%
141	40210	LOCAL OPTION SALES TAX	19,545,087.00	1,721,289.81	13,760,818.56	5,784,268.44	70.41%
141	40270	BUSINESS TAX	443,000.00	16,706.48	198,639.65	244,360.35	44.84%
141	40275	MIXED DRINK TAX	3,500.00	5.72	60.57	3,439.43	1.73%
141	40320	BANK EXCISE TAX	80,000.00	0.00	0.00	80,000.00	0.00%
141	40350	INTERSTATE TELECOMMUNICATIONS	0.00	0.00	0.00	0.00	0.00%
141	40390	OTHER STATUTORY LOCAL TAXES	0.00	0.00	0.00	0.00	0.00%
141	40---		33,326,737.00	4,883,845.00	22,387,655.44	10,939,081.56	67.18%
41000							
141	41110	MARRIAGE LICENSE	1,500.00	92.85	1,245.34	254.66	83.02%
141	41---		1,500.00	92.85	1,245.34	254.66	83.02%
43000							
141	43511	TUITION - REGULAR DAY STUDENTS	250,000.00	15,907.81	167,257.59	82,742.41	66.90%
141	43512	TUITION - ADULT EDUCATION	0.00	0.00	0.00	0.00	0.00%
141	43513	TUITION - SUMMER SCHOOL	0.00	0.00	0.00	0.00	0.00%
141	43517	TUITION - ONLINE LEARNING	0.00	100.00	2,800.00	-2,800.00	0.00%
141	43581	COMMUNITY SERVICE FEES-CHILDRE	1,408,800.00	92,848.23	782,048.91	626,751.09	55.51%
141	43990	OTHER CHARGES FOR SERVICES	41,000.00	16,353.60	69,614.24	-28,614.24	169.79%
141	43---		1,699,800.00	125,209.64	1,021,720.74	678,079.26	60.11%
44000							
141	44110	INTEREST EARNED	0.00	0.00	0.00	0.00	0.00%
141	44120	LEASE / RENTALS	0.00	0.00	0.00	0.00	0.00%
141	44146	E-RATE FUNDING	0.00	0.00	0.00	0.00	0.00%
141	44160	RETIREEES' INSURANCE PAYMENTS	15,000.00	2,395.82	15,533.04	-533.04	103.55%
141	44170	MISCELLANEOUS REFUNDS	0.00	1,048.64	10,315.17	-10,315.17	0.00%
141	44530	SALE OF EQUIPMENT	0.00	0.00	0.00	0.00	0.00%
141	44570	CONTRIBUTIONS	10,000.00	29,890.60	38,374.10	-28,374.10	383.74%
141	44990	OTHER LOCAL REVENUES	1,000.00	0.30	234.28	765.72	23.43%
141	44---		26,000.00	33,335.36	64,456.59	-38,456.59	247.91%
46000							
141	46510	TISA	45,712,251.00	4,478,477.87	32,255,551.13	13,456,699.87	70.56%
141	46511	BASIC EDUCATION PROGRAM	0.00	0.00	0.00	0.00	0.00%
141	46512	BEP ARRA	0.00	0.00	0.00	0.00	0.00%

<u>Fnd Acct</u>	<u>Acct</u>	<u>AMENDED BUDGET</u>	<u>MONTH-TO-DATE COLLECTIONS</u>	<u>YEAR-TO-DATE COLLECTIONS</u>	<u>UNCOLLECTED REVENUES</u>	<u>PERCENT COLLECTED</u>
46000						
141	46530	0.00	0.00	0.00	0.00	0.00%
141	46550	9,000.00	0.00	0.00	9,000.00	0.00%
141	46590	0.00	0.00	0.00	0.00	0.00%
141	46592	0.00	0.00	0.00	0.00	0.00%
141	46610	89,279.00	0.00	44,100.01	45,178.99	49.40%
141	46612	0.00	0.00	0.00	0.00	0.00%
141	46615	0.00	0.00	0.00	0.00	0.00%
141	46690	0.00	0.00	0.00	0.00	0.00%
141	46850	0.00	0.00	0.00	0.00	0.00%
141	46980	0.00	0.00	0.00	0.00	0.00%
141	46990	0.00	97,221.04	97,221.04	-97,221.04	0.00%
141	46---	45,810,530.00	4,575,698.91	32,396,872.18	13,413,657.82	70.72%
47000						
141	47304	0.00	0.00	0.00	0.00	0.00%
141	47590	0.00	0.00	0.00	0.00	0.00%
141	47640	55,000.00	15,502.39	44,171.79	10,828.21	80.31%
141	47---	55,000.00	15,502.39	44,171.79	10,828.21	80.31%
48000						
141	48610	0.00	0.00	0.92	-0.92	0.00%
141	48---	0.00	0.00	0.92	-0.92	0.00%
49000						
141	49800	0.00	0.00	0.00	0.00	0.00%
141	49810	14,536,159.00	968,894.67	8,047,681.69	6,488,477.31	55.36%
141	49---	14,536,159.00	968,894.67	8,047,681.69	6,488,477.31	55.36%
Grand Revenue Totals		95,455,726.00	10,602,578.82	63,963,804.69	31,491,921.31	67.01%

Number of Accounts: 176

***** End of report *****

Fnd	Acct	Acct	AMENDED BUDGET	MONTH-TO-DATE	YEAR-TO-DATE	OUTSTANDING	2023-24 FYTD	Percent of
			AMOUNT	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	Unencumbered Bal	Budget Remaining
141	71100	REGULAR INSTRUCTION PROGRAM	50,734,612.33	4,231,430.67	32,157,960.65	31,665.31	18,544,986.37	36.55
141	71150	ALTERNATIVE INSTRUCTION PROGRA	1,205,792.00	132,496.88	942,102.32	0.00	263,689.68	21.87
141	71200	SPECIAL EDUCATION PROGRAM	5,834,040.00	371,897.12	3,649,030.37	0.00	2,185,009.63	37.45
141	71300	VOCATION EDUCATION PROGRAM	2,316,661.00	209,528.27	1,467,111.41	5,355.72	844,193.87	36.44
141	71600	ADULT EDUCATION PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00
141	72110	ATTENDANCE	335,839.59	29,811.36	334,336.91	0.00	1,502.68	0.45
141	72120	HEALTH SERVICES	1,039,194.00	90,410.07	627,969.19	0.00	411,224.81	39.57
141	72130	OTHER STUDENT SUPPORT	3,460,906.00	288,562.58	2,112,860.75	0.00	1,348,045.25	38.95
141	72210	REGULAR INSTRUCTION PROGRAM	4,988,934.00	410,279.22	3,401,430.22	17,015.86	1,570,487.92	31.48
141	72215	ALTERNATIVE INSTRUCTION PROGRA	57,519.00	5,206.62	39,422.92	0.00	18,096.08	31.46
141	72220	SPECIAL EDUCATION PROGRAM	683,755.00	73,964.04	551,665.06	987.23	131,102.71	19.17
141	72230	VOCATION EDUCATION PROGRAM	365,905.00	32,804.24	234,886.70	92,329.70	38,688.60	10.57
141	72250	TECHNOLOGY	2,467,989.52	155,998.15	1,511,273.37	28,808.55	927,907.60	37.60
141	72260	ADULT PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00
141	72310	BOARD OF EDUCATION	1,274,054.00	91,613.21	483,157.79	12,104.10	778,792.11	61.13
141	72320	OFFICE OF THE SUPERINTENDENT	481,859.00	32,006.41	277,182.50	1,683.25	202,993.25	42.13
141	72410	OFFICE OF THE PRINCIPAL	6,319,710.00	546,517.65	4,228,440.79	0.00	2,091,269.21	33.09
141	72510	FISCAL SERVICES	643,956.00	51,034.48	387,434.44	1,373.93	255,147.63	39.62
141	72520	HUMAN RESOURCES	253,383.00	21,151.65	153,924.55	0.00	99,458.45	39.25
141	72610	OPERATION OF PLANT	5,603,817.00	502,459.99	3,440,456.98	0.00	2,163,360.02	38.61
141	72620	MAINTENANCE OF PLANT	2,303,430.61	180,705.49	1,375,835.40	50,741.12	876,854.09	38.07
141	72710	TRANSPORTATION	3,375,086.00	-4,912.03	52,011.53	0.00	3,323,074.47	98.46
141	72810	CENTRAL AND OTHER	126,077.00	9,073.76	81,415.18	1,145.60	43,516.22	34.52
141	73300	COMMUNITY SERVICES	1,304,122.29	106,557.73	800,879.81	6,956.72	496,285.76	38.06
141	73400	EARLY CHILDHOOD EDUCATION	574,884.00	66,928.14	295,882.46	414.58	278,586.96	48.46
141	76100	REGULAR CAPITAL OUTLAY	4,174,963.90	79,932.38	1,249,776.86	182,312.81	2,742,874.23	65.70
141	82130	PRINCIPAL	2,791,510.00	167,906.49	1,341,856.64	0.00	1,449,653.36	51.93
141	82230	INTEREST	182,210.00	950.77	12,753.08	0.00	169,456.92	93.00
141	99100	TRANSFERS TO OTHER FUNDS	62,739.00	0.00	6,434.35	0.00	56,304.65	89.74
Grand Expense Totals			102,962,949.24	7,884,315.34	61,217,492.23	432,894.48	41,312,562.53	40.12

Number of Accounts: 6134

***** End of report *****

**SCHOOL BOARD AGENDA ITEM
APRIL 2024 MEETING**

TOPIC: PEP – SALES TAX “Educational Facilities Trust Fund”

BACKGROUND INFORMATION:

PEP – Sales Tax Acct:

Sales Tax deposits for February consisted of \$366,919 for the City portion (December Sales) and \$167,906 for the School portion (November Sales). Collections received for the year are \$55,878 above 2022-2023 (1.6% increase).

Interest earnings for January were not transferred into the account. They should be transferred into the account in March.

Disbursements for February consisted of the monthly interest payment for the 2010 Series VII-I-1 Bond.

The 2022 GO Bond principal and interest payments made in January was recalculated. After refiguring the portion due from the PEP account, \$7,075 was transferred back into the account from the City of Johnson City.

As of February 29, 2024, the Educational Facilities bank account had a balance of \$7,430,177.

Please feel free to call me if you have questions (434-5212).

RESPECTFULLY SUBMITTED: *Leia Valley*

PEP Sales Tax Account (Educational Facilities Trust)
February 29, 2024

	FY24 Budget	February, 2024	January, 2024	2nd Quarter	1st Quarter	Current Year to Date	% of Budget	Previous Year to Date
Beginning Bank Balance		\$ 6,999,372.14	\$ 8,516,137.98	\$ 7,490,625.46	\$ 6,843,433.73	\$ 6,843,433.73		\$ 6,453,533.32
Revenues								
City Sales Tax	\$ 3,342,000.00	\$ 366,919.22	\$ 284,210.67	\$ 809,849.56	\$ 844,379.52	\$ 2,305,358.97	68.98%	\$ 2,209,246.25
School Sales Tax	1,900,000.00	167,906.49	163,469.80	478,789.25	531,691.10	\$ 1,341,856.64	70.62%	\$ 1,382,091.56
ADA Adjustment	-			-	-	\$ -	#DIV/0!	\$ 42,237.30
Interest	4,000.00		6,972.05	6,375.45	11,493.36	\$ 24,840.86	621.02%	\$ 8,828.73
Total Revenues	5,246,000.00	534,825.71	454,652.52	1,295,014.26	1,387,563.98	3,672,056.47	70.00%	3,642,403.84
Expenditures								
2010 Series VII-I-1 Principal	1,790,000.00			-	-	-	0.00%	-
2010 Series VII-I-1 Interest	705,150.00	102,753.55	68,770.43	269,468.91	250,216.86	691,209.75	98.02%	450,770.52
2019 GO Bond Library Roof- Principal	-			-	-	-	#DIV/0!	-
2019 Library Roof GO Bond - Interest	-			-	-	-	#DIV/0!	1,875.00
2019 GO Refunding Principal	-			-	-	-	#DIV/0!	-
2019 GO Refunding Interest	-			-	177,108.48	177,108.48	#DIV/0!	6,875.00
2020 Refunding Principal	-			-	-	-	#DIV/0!	-
2020 GO Refunding Interest	-			-	-	-	#DIV/0!	41,528.91
2020 GO - Elem Additions Principal	1,540,000.00		1,540,000.00	-	-	1,540,000.00	100.00%	-
2020 GO - Elem Additions Interest	523,550.00		261,774.99	-	268,796.91	530,571.90	101.34%	631,675.00
2022 GO Bond - Principal	60,000.00		60,000.00	-	-	60,000.00	100.00%	-
2022 GO Bond - Interest	84,250.00	1,267.50	40,857.50	-	44,250.00	86,375.00	102.52%	28,600.00
Bank Services Charges	9,000.00		15.44	32.83	-	48.27	0.54%	767.33
Total Expenditures	4,711,950.00	104,021.05	1,971,418.36	269,501.74	740,372.25	3,085,313.40	65.48%	1,162,091.76
Total Net	\$ 534,050.00	\$ 430,804.66	\$ (1,516,765.84)	\$ 1,025,512.52	\$ 647,191.73	\$ 586,743.07		\$ 2,480,312.08
Ending Balance		\$ 7,430,176.80	\$ 6,999,372.14	\$ 8,516,137.98	\$ 7,490,625.46	\$ 7,430,176.80		\$ 8,933,845.40
Statement Balance		7,430,176.80	\$ 6,991,029.64					
Difference		\$ -	\$ (8,342.50)					



Johnson City Board of Education Regular Meeting

March 4, 2024

The Johnson City Board of Education met in regular session on March 4, 2024, at 6:00 PM in the Board Room at the Central Office.

Attendance Taken at 6:00 PM.

Dr. Ginger Carter: Present
Mr. Herb Greenlee: Present
Mr. Tom Hager: Present
Mrs. Kathy Hall: Present
Mr. Jonathan Kinnick: Present
Mrs. Beth Simpson: Present
Mrs. Paula Treece: Present

Present: 7.

1. CALL TO ORDER AND OPENING

- A. Call to Order and Welcome
- B. Moment of Silence
- C. Pledge of allegiance to the flag
- D. Opening
- E. Art work on display
- F. Update on Cherokee

2. RECOGNITIONS

3. ADOPTION OF AGENDA

- Motion to Adopt the Agenda. With a motion by Mr. Jonathan Kinnick and a second by Mrs. Paula Treece, the motion passed.

Dr. Ginger Carter: YES
Mr. Herb Greenlee: YES
Mr. Tom Hager: YES
Mrs. Kathy Hall: YES
Mr. Jonathan Kinnick: YES
Mrs. Beth Simpson: YES
Mrs. Paula Treece: YES

YES: 7, NO: 0

4. CORRESPONDENCE, DELEGATIONS AND COMMUNICATIONS

5. REPORTS FROM SUPERINTENDENT AND STAFF

A. Building Projects Update

B. Financial Report Ending January 31, 2024

- Motion to approve the Financial Report Ending January 31, 2024 as submitted by Ms. Leia Valley. With a motion by Mrs. Beth Simpson and a second by Mrs. Paula Treece, the motion passed.

Dr. Ginger Carter: YES

Mr. Herb Greenlee: YES

Mr. Tom Hager: YES

Mrs. Kathy Hall: YES

Mr. Jonathan Kinnick: YES

Mrs. Beth Simpson: YES

Mrs. Paula Treece: YES

YES: 7, NO: 0

C. Update on Sales Tax - PEP

D. Safety Training Update

6. UNFINISHED BUSINESS

7. CONSENT AGENDA

- Motion to approve the Consent Agenda. With a motion by Mr. Jonathan Kinnick and a second by Dr. Ginger Carter, the motion passed.

Dr. Ginger Carter: YES

Mr. Herb Greenlee: YES

Mr. Tom Hager: YES

Mrs. Kathy Hall: YES

Mr. Jonathan Kinnick: YES

Mrs. Beth Simpson: YES

Mrs. Paula Treece: YES

YES: 7, NO: 0

A. Approval of Minute

B. Proposed Fundraising Activities

C. Request to write checks over \$5,000

D. Overnight Fieldtrip Requests

E. Fee List 2024-2025

F. Request to Transfer Funds

8. RECOMMENDATIONS FROM THE SUPERINTENDENT FOR ACTION

A. First Reading - 6.312 Use of Personal Communication Devices in School

- Motion to approve the First Reading Policy - 6.312 Use of Personal Communication Devices in School. With a motion by Mr. Jonathan Kinnick and a second by Dr. Ginger Carter, the motion passed.

Dr. Ginger Carter: YES

Mr. Herb Greenlee: YES

Mr. Tom Hager: YES

Mrs. Kathy Hall: YES

Mr. Jonathan Kinnick: YES

Mrs. Beth Simpson: YES

Mrs. Paula Treece: YES

YES: 7, NO: 0

9. NEW BUSINESS

A. Current Meeting Communication Follow Up

- Track Timeline & Safety Information in Newsletter

10. INFORMATION ITEMS

A. BOE Calendar of Events

B. Personnel Items

C. Donations

11. COMMITTEE REPORTS

12. BOARD UPDATES AND DISCUSSION

13. MEETING DATES

14. ADJOURNMENT

6:41 PM

Chairman

Board Secretary



Johnson City Board of Education Special Meeting

March 4, 2024

The Johnson City Board of Education met in regular session on March 4, 2024, at 5:00 PM in the Board Room at the Central Office.

1. CALL TO ORDER AND PURPOSE OF MEETING

A. Policy Review - Sections Two & Six

1. 2.404 - School Support Organizations
2. 2.700 - Accounting System
3. 2.702 - Inventories
4. 2.703 - Audits
5. 2.800 - Expenditure of Funds
6. 2.806 - Bids and Quotations
7. 2.900 - Student Activity Funds Management
8. 6.100 - Student Educational Programs
9. 6.202 - Home Schools
10. 6.203 - School Admissions
11. 6.305 - Student Concerns, Complaints and Grievances
12. 6.309 - Zero Tolerance Offenses
13. 6.311 - Care of School Property
14. 6.312 - Use of Personal Communication Devices in School
15. 6.313 - Methods of Discipline
16. 6.316 - Suspension/Expulsion/Remand
17. 6.320 - Use of the Internet
18. 6.400 - Student Counseling Program
19. 6.402 - Physical Examinations and Immunizations
20. 6.405 - Medicines
21. 6.406 - Student Psychological Services
22. 6.410 - Accidents and Illnesses
23. 6.411 - Coordinated School Health
24. 6.413 - Prevention and Treatment of Sports Related Concussions
25. 6.414 - Prevention and Treatment of Sudden Cardiac Arrest
26. 6.415 - Student Suicide Prevention
27. 6.500 - Special Education Students
28. 6.502 - Foreign Exchange Students
29. 6.505 - Students in Foster Care
30. 6.600 - Student Records

31. 6.601 - Student Records Notification of Rights
32. 6.602 - Student Records Inspection & Correction Procedure
33. 6.604 - Media Access to Students
34. 6.702 - Student Organizations
35. 6.704 - Student Publications
36. 6.3041 - Title IX & Sexual Harassment
37. 6.3071 - Student Alcohol and Drug Testing
38. 6.4001 - Student Surveys, Analyses and Evaluations
39. 6.4031 - Pediculosis (Head Lice)
40. 6.4081 - Safe Relocation of a Student
41. 6.200 - Attendance
42. 6.206 - Transfers Within the System
43. 6.412 - Emergency Allergy Response Plan
44. 2.6011 - Fundraising Activities
45. 4.210 - Educational Research

2. ADJOURNMENT

5:50 PM

Chairman

Board Secretary



JOHNSON CITY SCHOOLS

Post Office Box 1517, Johnson City, TN 37605 www.jcschools.org (423) 434-5200 Fax: (423) 218-4968
Dr. Steve Barnett, Superintendent of Schools

To: Board of Education
From: Dr. Steve Barnett and Leia Valley
Re: 2024-2025 Tuition Rates
Date: March 12, 2024

We would like to recommend the tuition rates listed below for the 2024-25 school year. Rates would remain the same as the 2022-2023 school year. The Out-of-State Tuition Rate is the 22-23 State & Local Per Pupil Expenditure Amount for Johnson City Schools. The following pages contain statistical information on our tuition students and surrounding systems. Rates were decreased 2022-2023.

Johnson City Schools Tuition Information

<u>24-25 Tuitions Rates:</u>	<u>Full Price</u>	<u>Employee (Half Price)</u>
Carter, Sullivan and Washington Counties	\$1,200	\$600
Other Counties	\$1,700	\$850
Out-of-State	\$10,281	\$5,141

	<u>2022-2023 # of Students</u>	<u>2023-2024 # of Students</u>
Full Price Tuition – Washington County	104	99
Half Price Tuition (Employees) – Washington County	59	62
Full Price Tuition – Other Counties	63	63
Half Price tuition (Employees) – Other Counties	38	38
Total	264	262



BOARD OF EDUCATION

Kathy Hall, Chair Paula Treece, Vice Chair Beth Simpson, Secretary
Dr. Ginger Carter Herb Greenlee Thomas Hager, Jr Jonathan Kinnick



The mission of the Johnson City Schools is to enable all students to achieve excellence.

Surrounding Systems Tuition Charges
SCHOOL YEAR

Johnson City Tuition 23-24		
Inside Washington, Carter or Sullivan County	\$	1,200.00
Inside Washington, Carter or Sullivan - Employee's Child	\$	600.00
All other Counties in Tennessee	\$	1,700.00
All other Counties in Tennessee - Employee's Child	\$	850.00
Out-of-State (State Report Card Per Pupil Expense)	\$	10,136.00

Bristol Tuition 23-24		
Sullivan County -1st Child	\$	700.00
Sullivan County -2nd Child	\$	650.00
Sullivan County -3rd Child +	\$	600.00
Out of County - 1st Child	\$	900.00
Out of County - 2nd Child	\$	850.00
Out of County - 3rd Child	\$	800.00
Out of State	\$	12,327.00
No Employee Discounts		

Kingsport Tuition 24-25		
Sullivan County - 1st Child	\$	1,400.00
Sullivan County - 1st Child - Employee*	\$	800.00
Sullivan County - 2nd Child	\$	1,350.00
Sullivan County - 2nd Child - Employee*	\$	775.00
Sullivan County - 3rd Child +	\$	1,300.00
Sullivan County - 3rd Child + - Employee*	\$	725.00
Hawkins County - 1st Child	\$	2,400.00
Hawkins County - 2nd Child	\$	2,350.00
Hawkins County - 3rd Child +	\$	2,300.00
Out of County - 1st Child	\$	3,400.00
Out of County - 2nd Child	\$	3,350.00
Out of County - 3rd Child +	\$	3,300.00
Out of State	\$	9,700.00
*Employees who live outside of Sullivan County pay the Sullivan County Rate (not the Hawkins or Out of County Rate)		

Elizabethton Tuition 23-24		
Carter County (K-5)	\$	800.00
Carter County (6-8)	\$	400.00
Carter County (9-12)	\$	300.00
Out of County	\$	1,600.00
Family Cap	\$	2,200.00
Full-time Employees get FREE tuition		

Greeneville Tuition 23-24		
Greene County 1st Child	\$	1,225.00
Greene County 2nd Child	\$	1,175.00
Greene County 3rd Child +	\$	1,125.00
Out of County - 1st Child	\$	1,800.00
Out of County - 2nd Child	\$	1,750.00
Out of County - 3rd Child +	\$	1,700.00
No Employee Discounts		

Johnson City Schools
Tuition Student Summary FY 2023-24

Number of <u>Existing</u> Tuition Students	200
Number of <u>New</u> Tuition Students	62
Grand Total of Tuition Students Accepted into Various Johnson City Schools	<u>262</u>

Number of Tuition Students - <u>Not Employees</u>	162
Number of Tuition Students - <u>Employees</u>	100
Grand Total of Tuition Students Accepted into Various Johnson City Schools	<u>262</u>

Location Summary:

Tuition Students from <u>Washington County</u>	161
Tuition Students from <u>other counties</u>	101
Grand Total of Tuition Students Accepted into Various Johnson City Schools	<u>262</u>

Employee Summary:

<u>Existing</u> Tuition Students with Parents Employed by Johnson City	76
<u>New</u> Tuition Students with Parents Employed by Johnson City	24
Tuition Students with Parents Employed Full Time by City of Johnson City	<u>100</u>

Tuition students from <u>Washington County - Employees</u>	62
Tuition students from <u>other counties - Employees</u>	38
Tuition Students with Parents Employed Full Time by City of Johnson City	<u>100</u>

Fee Summary:

<u>Existing</u> Tuition Students	\$ 188,034.02
<u>New</u> Tuition Students	\$ 57,618.36
Total Tuition Fees Expected to be Collected	<u>\$ 245,652.38</u>

Fees to be Collected from <u>Employees</u> of City of Johnson City	\$ 92,370.08
Fees to be Collected from <u>Non-Employees</u>	\$ 153,282.30
Total Tuition Fees Expected to be Collected	<u>\$ 245,652.38</u>

Johnson City Schools
Tuition Student Summary FY 2023-24

Washington County Tuition Students
Number of Students by City

Washington County

Gray	20
Johnson City	64
Jonesborough	72
Kingsport	0
Limestone	2
Telford	<u>3</u>

Total Washington County Students 161

Johnson City Schools
Tuition Student Summary FY 2023-24

Students Outside Washington County
Number of Students by County and City

Sullivan County

Blountville	3	
Bluff City	2	
Bristol	2	
Kingsport	18	
Piney Flats	27	
Watauga	<u>1</u>	
		53

Carter County

Elizabethton	9	
Hampton	2	
Johnson City	22	
Watauga	<u>1</u>	
		34

Greene County

Limestone	<u>1</u>	
		1

Unicoi County

Johnson City	10	
Unicoi	<u>3</u>	
		13

Total Students Outside Washington County 101

Johnson City Schools
Tuition Student Summary FY 2023-24

Tuition Students FY 2023-24 by School

School	Existing Students	New Students	Total
Science Hill	95	22	117
Liberty Bell	26	12	38
Indian Trail	16	4	20
North Side	9	1	10
Lake Ridge	4	5	9
South Side	8	4	12
Mountain View	4	2	6
Fairmont	10	4	14
Woodland	15	4	19
Towne Acres	10	3	13
Cherokee	3	1	4
Totals	200	62	262

Tuition Students FY 2023-24 by Grade Level

Grade Level	Existing Students	New Students	Total
K	-	14	14
1	11	2	13
2	14	3	17
3	15	-	15
4	12	2	14
5	11	3	14
6	12	6	18
7	14	6	20
8	16	4	20
9	10	13	23
10	34	3	37
11	25	5	30
12	26	1	27
Totals	200	62	262

PROPOSED FUNDRAISING ACTIVITY

School: Liberty Bell Middle School

Fund/Club/Class/Account Name: Beta Club

Proposed Fundraising Activity: Selling concessions @
Spring sports

Dates for Proposed Activity: April - games during April only

Proposed Uses of Funds Raised: To ^{help} pay for ~~an~~ end of
the year celebratory field trip

Expected Student Involvement (school-wide or specific school organization):

Beta club students will assist sponsors
with selling drinks + concessions @ games

Method By Which School Will Receive Profit: Concession stand
Sales

Requested By: Seth Johns (Beta Club Sponsor) Date: 03/18/24
(Name & Title) (School Counselor)

Approved By: Kelsey B. Waln Date: 03/18/24
Principal

Approved By: _____ Date: _____
Superintendent*

Approved By the Board of Education: _____
(Date of Meeting)**

*The Superintendent of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

**Fundraising must not occur prior to Board of Education approval.

PROPOSED FUNDRAISING ACTIVITY

School: Liberty Bell Middle School

Fund/Club/Class/Account Name: Track & Field

Proposed Fundraising Activity: Post a blank calendar of April and ask for sponsors to pick a day of the month. The sponsor pays the same amount as the day selected.

Dates for Proposed Activity: The month of April

Proposed Uses of Funds Raised: Help Pay for travel expenses to the state meet 5/16 - 5/18

Expected Student Involvement (school-wide or specific school organization):

LBMS T & F team "The fundraiser is for general athletics, The fundraiser is for uniforms and any other track expenses this year."

Method By Which School Will Receive Profit: Monetarily

Requested By: Becky Earp T&F Coach Date: 3/18/24
(Name & Title)

Approved By: Kelsey Baldwin Date: 03/19/24
Principal

Approved By: _____ Date: _____
Superintendent*

Approved By the Board of Education: _____
(Date of Meeting)**

*The Superintendent of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

**Fundraising must not occur prior to Board of Education approval.

PROPOSED FUNDRAISING ACTIVITY

School: Liberty Bell Middle School

Fund/Club/Class/Account Name: Track & Field

Proposed Fundraising Activity: The athletes will ask for individuals to sponsor them for every lap completed prior to the event taking place. The athletes will have one hour to complete as many laps around the track as they can. This will be tracked by a smart watch or by an adult counting the laps. After the event, the athletes will collect the money from the sponsors. Individuals may also give a monetary donation to participate in the event with the team.

Dates for Proposed Activity: 4/20 or 4/27

Proposed Uses of Funds Raised: Help Pay for travel expenses to the state meet
"The fundraiser is for general athletics, The fundraiser is for uniforms
and any other track expenses this year."

Expected Student Involvement (school-wide or specific school organization):

Track &
Field

Method By Which School Will Receive Profit: Monetarily

Requested By: Becky Earp T&F Coach Date: 3/18/24
(Name & Title)

Approved By: Kelsey Blahn Date: 3/19/24
Principal

Approved By: _____ Date: _____
Superintendent*

Approved By the Board of Education: _____
(Date of Meeting)**

*The Superintendent of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

**Fundraising must not occur prior to Board of Education approval.

**Science Hill High School
PROPOSED FUNDRAISING ACTIVITY**

Fund / Club / Class Account Name: Social Wise Club at SHHS
account #80133

Proposed Fundraising Activity: "King of the Hill" - talent show
(contestants raise money to participate, tickets are \$5 each)

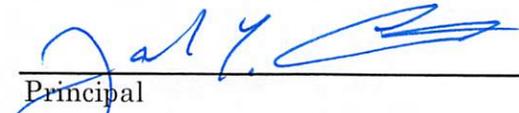
Dates for Proposed Activity: October 2024

Proposed Uses of Funds Raised: 1. SHHS Showstoppers (travel fund)
2. JC Boys and Girls Club * money raised will be
split evenly

Expected Student Involvement (school-wide or specific school organization):
SHHS students for planning & participation (Social Wise
Club & SHHS Showstoppers)

Method By Which School Will Receive Profit: Students will deliver money to Minatel
who will turn it in to M. Collie for account #80133. Ticket sales will go to
the same account. Money will be donated as described above.

Requested By: Russell E. Minatel Date: 3-18-24
Name
SHHS English Teacher
Title

Approved By:  Date: 3/14/24
Principal

Approved By: _____ Date: _____
Superintendent of Schools *

Approved By the Board of Education: _____
Date of Meeting **

*NOTE: The Superintendent of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

**Fundraising must not occur prior to Board of Education approval.

PROPOSED FUNDRAISING ACTIVITY

School: LBMS

Fund/Club/Class/Account Name: Student Activities Council

Proposed Fundraising Activity: Dunk tank ticket &

Silly string sales for Patriot Games on 5-17-24

Dates for Proposed Activity: May 17th (May 13th - 20th)

Proposed Uses of Funds Raised: Student Activity Council

events and activities for peers @ LBMS

Expected Student Involvement (school-wide or specific school organization):

School-wide

Method By Which School Will Receive Profit: Cash purchases made by students

Requested By: Stephanie Elliott / Teacher Date: 3/22/24
(Name & Title) Becky Edmisten / Teacher

Approved By: Kelsey Blalock Date: 3/22/24
Principal

Approved By: _____ Date: _____
Superintendent*

Approved By the Board of Education: _____
(Date of Meeting)**

*The Superintendent of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

**Fundraising must not occur prior to Board of Education approval.



JOHNSON CITY SCHOOLS

Post Office Box 1517, Johnson City, TN 37605 www.jcschools.org (423) 434-5200 Fax: (423) 218-4968

Dr. Steve Barnett, Superintendent of Schools

Field Trip Request Form 4.302

In compliance with Johnson City School Board Policy, curriculum related field trips shall be regulated in the following manner:

Each class may participate in curriculum related field trips. There must be definite correlation between subject matter and the field trip. The timing of the two must also coincide.

This request form must be approved by the principal. Out-of-state and overnight trips must have prior approval by the director of schools. Trips which are both overnight and out-of-state must also have prior approval by the School Board.

GENERAL INFORMATION:

School LIBERTY BELL MIDDLE Teacher WILL HUNTER, BECCY EARP, GABRIELLE CHARLES
 Grade/Class/Club Participating LIBMS TRACK + FIELD
 Destination CLARKSVILLE, TN AUSTIN PEAY UNIVERSITY
 Purpose of Trip MIDDLE SCHOOL TRACK & FIELD STATE CHAMPIONSHIPS
 Names of Chaperones WILL HUNTER, BECCY EARP, GABRIELLE CHARLES

TRANSPORTATION INFORMATION

Number of students attending 15-25 Date of Trip 5/17-5/19 Day(s) of Week 3
 Cost per child TBD Means of Transportation Activity Bus Transit confirmation _____
 Expected Time of Departure 5/17 9:00 AM Expected time of return 5/19 4:00 PM

CURRICULUM

- To what subject area of the curriculum does this trip relate?
TO DETERMINE WINNERS OF THE STATE TRACK CHAMP.
- What are pupils expected to gain from the trip? (Be specific)
KNOWLEDGE OF COMPETING AGAINST A HIGHER LEVEL THAN JUST JOHNSON CITY
- What follow up activities will be used to evaluate and supplement the field trip?
CONTINUED IMPROVEMENT OF THE TRACK PROGRAM

APPROVAL

Teacher _____ Date _____ Principal Kelsey Buehler Date 03/01/24
 Superintendent (If required) _____ Date _____
 Nurse notified _____ Date _____ Transit notified _____ Date _____
 Cafeteria notified _____ Date _____ Permission slips sent-Date _____

Extra Questions for Overnight Field Trips:

In addition to cost per student:

Is it self-funded from student? what percentage?

NO-PAID FOR BY GENERAL ATHLETICS

Was there a fundraising opportunity to meet the needs of the student's direct financial responsibility?

A GENERAL ATHLETICS FUNDRAISER WAS HELD BY THE TRACK TEAM

Are any students excluded from this trip based on inability to secure funding for the trip? How many?

NO

Number of students going in the group requesting the trip... Number of students total in group.

ANY STUDENT THAT QUALIFIES



JOHNSON CITY SCHOOLS

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Dr. Steve Barnett, Superintendent of Schools

Field Trip Request Form 4.302

In compliance with Johnson City School Board Policy, curriculum related field trips shall be regulated in the following manner:

Each class may participate in curriculum related field trips. There must be definite correlation between subject matter and the field trip. The timing of the two must also coincide.

This request form must be approved by the principal. Out-of-state and overnight trips must have prior approval by the director of schools. Trips which are both overnight and out-of-state must also have prior approval by the School Board.

GENERAL INFORMATION:

School Science Hill HS J Teacher 1SG (Ret) James Byington
 Grade/Class/Club Participating Army JROTC
 Destination Daytona Beach, FL
 Purpose of Trip Army Drill & National High School Drill Team Championships
 Names of Chaperones Anissa Byington, Helen Wright, Ms Davis, Mr & Mrs Keller

TRANSPORTATION INFORMATION

Number of students attending 6 Date of Trip 2-6 MAY 24 Day(s) of Week Thurs - Mon
 Cost per child \$125 Means of Transportation POV Transit confirmation _____
 Expected Time of Departure 0800 am 2 MAY 24 Expected time of return 6 pm 6 MAY 24

CURRICULUM

- To what subject area of the curriculum does this trip relate?
Drill and Ceremony
- What are pupils expected to gain from the trip? (Be specific)
Team building - Planning - Espirit de Corps
- What follow up activities will be used to evaluate and supplement the field trip?
Feedback from judges
After Action Review

APPROVAL

Teacher [Signature] Date 3/8/2024 Principal [Signature] Date 3-8-24
 Superintendent (If required) _____ Date _____
 Nurse notified [Signature] Date 3/8/24 Transit notified _____ Date _____
 Cafeteria notified _____ Date _____ Permission slips sent-Date _____

Extra Questions for Overnight Field

Is it self-funded from student? what percentage?

YES, \$125, $\approx 18\%$

Was there a fundraising opportunity to meet the needs of the student's direct financial responsibility?

YES, FUNDRAISERS WERE CONDUCTED

Are any students excluded from this trip based on inability to secure funding for the trip? How many?

NO

Number of students going in the group requesting the trip... Number of students total in group.

6 TOTAL STUDENTS

PARENT DRIVERS

HELEN WRIGHT: STUDENTS RIDING WITH (FORD WRIGHT, KENNETH MILLER)
BACKGROUND CHECK COMPLETED
PROOF OF LICENSE AND INSURANCE OBTAINED

TINA & MATT KELLER: STUDENTS RIDING WITH (DANIEL KELLER, ISSAAC BENAMSE,
* SCHOOL EMPLOYEE, SHANE NEMEIER)

STUDENTS ARE RETURNING PARENT PERMISSION FORMS TO RIDE WITH
ASSIGNED PARENT/CHAPELNE

HOTEL INFORMATION

SANDALS INN

133 S. OCEAN BLVD

DAYTONA BEACH, FL 32118



JOHNSON CITY SCHOOLS

Post Office Box 1517, Johnson City, TN 37605 www.jcschools.org (423) 434-5200 Fax: (423) 218-4968

Dr. Steve Barnett, Superintendent of Schools

Field Trip Request Form 4.302

In compliance with Johnson City School Board Policy, curriculum related field trips shall be regulated in the following manner:

Each class may participate in curriculum related field trips. There must be definite correlation between subject matter and the field trip. The timing of the two must also coincide.

This request form must be approved by the principal. Out-of-state and overnight trips must have prior approval by the director of schools. Trips which are both overnight and out-of-state must also have prior approval by the School Board.

GENERAL INFORMATION:

School ITMS Teacher LYON/DAVIS
 Grade/Class/Club Participating ROBOTICS TEAM
 Destination DALLAS, TX
 Purpose of Trip COMPETE IN WORLD VEX TOURNAMENT
 Names of Chaperones CARLETON LYON/MISTY DAVIS/JAY QUAINANCE/JEREMY EISENZOPP

TRANSPORTATION INFORMATION

Number of students attending 3 Date of Trip 4/27/24-5/1/24 Day(s) of Week SAT-WED
 Cost per child \$1500 Means of Transportation AIR Transit confirmation —
 Expected Time of Departure 8AM Expected time of return 6 PM

CURRICULUM

- To what subject area of the curriculum does this trip relate?
STEM
- What are pupils expected to gain from the trip? (Be specific)
SKILLS IN TEAMWORK / PROBLEM SOLVING ENGINEERING DESIGN
- What follow up activities will be used to evaluate and supplement the field trip?
STUDENTS WILL MENTOR UPCOMING ROBOTICS MEMBERS

APPROVAL

Teacher [Signature] Date 3/4/24 Principal [Signature] Date 3-4-24
 Superintendent (If required) _____ Date _____
 Nurse notified Date 3/4/24 Transit notified _____ Date _____
 Cafeteria notified _____ Date _____ Permission slips sent-Date 3/4/24

Extra Questions for Overnight Field Trips:

In addition to cost per student:

Is it self-funded from student? what percentage? *The hope is that through corporate sponsors the trip will be fully funded with no funding from student.*

Was there a fundraising opportunity to meet the needs of the student's direct financial responsibility? *At time of approval, we will contact local corporations for sponsorships, and feel certain the needs of all students will be met.*

Are any students excluded from this trip based on inability to secure funding for the trip? How many?

NO

Number of students going in the group requesting the trip... Number of students total in group.

*3/3
Each child has a parent traveling as well.*

Update on Fundraising:

- \$300 check from Infinity Retirement
- \$500 check from General Shale
- Donation from Tennessee Valley Robotics

1. Two of the chaperones are parents of traveling students and do not have any expectation of district paying for their trip. Dr. Timbs said that he has travel money available for staff (Misty Davis and Carleton Lyon).
2. 3 students are eligible and all 3 can go. Zero are excluded. Once approval of fundraising happens, we expect to have the funds by the end of Spring Break. Of course anything can happen. At this point, we do not know the percentage, but I know that there are groups that want these kids to go to Worlds and will help make it happen.
3. We have planned ground travel as part of the cost. So air and ground are planned expenses.



School Request Form

Board Approval to issue Checks over \$5,000

School: Cherokee

From: Danielle Bowling - Bookkeeper Date: 2/28/24

Check Amount: 5,014.50 Vendor: Johnson City Schools
Reason/Purpose: Educare Sweep

Check Amount: _____ Vendor: _____
Reason/Purpose: _____

Check Amount: _____ Vendor: _____
Reason/Purpose: _____

Check Amount: _____ Vendor: _____
Reason/Purpose: _____



School Request Form

Board Approval to issue Checks over \$5,000

School: Fairmont

From: Beth Baldwin Date: 2-29-24

Check Amount: \$12,431 Vendor: Johnson City Schools
Reason/Purpose: February's Educare Sweep

Check Amount: _____ Vendor: _____
Reason/Purpose: _____

Check Amount: _____ Vendor: _____
Reason/Purpose: _____

Check Amount: _____ Vendor: _____
Reason/Purpose: _____



School Request Form

Board Approval to issue Checks over \$5,000

School: Lake Ridge

From: Renee' Wood

Date: 2/28/24

Check Amount: \$45,547.89

Vendor: Johnson City Schools

Reason/Purpose: February Educare/ECLC sweep

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

Check Amount: _____

Vendor: _____

Reason/Purpose: _____



School Request Form

Board Approval to issue Checks over \$5,000

School: North Side Elementary

From: Sarah Fried

Date: 03/18/2024

Check Amount: \$ 8,000.00 Vendor: Johnson City Schools

Reason/Purpose: We request Board Approval to write a check over \$5000.00 for April 2024 Educare Sweeps.

Check Amount: _____ Vendor: _____

Reason/Purpose: _____

Check Amount: _____ Vendor: _____

Reason/Purpose: _____

Check Amount: _____ Vendor: _____

Reason/Purpose: _____



School Request Form

Board Approval to issue Checks over \$5,000

School: South Side Elementary

From: Leah Knotts

Date: 02/29/2024

Check Amount: \$ 12,964.00 Vendor: Johnson City Schools

Reason/Purpose: Request Board Approval to cut Educare sweep check for February 2024 for \$12,964.00

Check Amount: _____ Vendor: _____

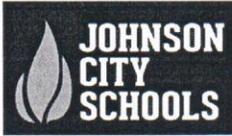
Reason/Purpose: _____

Check Amount: _____ Vendor: _____

Reason/Purpose: _____

Check Amount: _____ Vendor: _____

Reason/Purpose: _____



School Request Form Board Approval to issue Checks over \$5,000

School/Program: Towne Acres

From: Josh Simmons / Hunter Tester

Date: 3/18/2024

Amount: \$11,706.40

Vendor: Johnson City Schools

Reason / Purpose

February 2024 Educare Sweep



School Request Form

Board Approval to issue Checks over \$5,000

School: Liberty Bell Middle School

From: Kelsey Walker/Heather Lonon

Date: 03/19/2024

A handwritten signature in blue ink, appearing to be "KWL", enclosed within a blue circular scribble.

Check Amount: \$ 7,146.52

Vendor: BSN Sports

Reason/Purpose: multiple invoices for softball, volleyball, basketball and boys soccer

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

Check Amount: _____

Vendor: _____

Reason/Purpose: _____



School Request Form

Board Approval to issue Checks over \$5,000

School: SCIENCE HILL HIGH SCHOOL

From: S. MCINTURFF

Date: 2.24.24

Check Amount: 7,935.00 Vendor: Daktronics

Reason/Purpose: Scoreboard parts + repairs

Check Amount: 12,525.00 Vendor: JC Schools

Reason/Purpose: Educare Sweep

Check Amount: 20,000.00 Vendor: JC Schools

Reason/Purpose: Transfer fee waiver funds - SIBR's

Check Amount: _____ Vendor: _____

Reason/Purpose: _____

Johnson City Board of Education

Monitoring: Review Annually, in April	Use of Personal Communication Devices in School	Descriptor 6.312	Issued Date 4/3/2023
		Rescinds 6.312	Issued 4/4/2022

Elementary and Middle Schools

Students at elementary and middle schools are not permitted to use personal communication devices **including, but not limited to, cell phones, smart watches, and tablets,** on school property during school hours without the permission of a teacher or administrator. The use of personal communication devices is permitted by students at these schools at extracurricular school activities on or off school property. The use of personal communication devices is strictly prohibited in any restroom or locker room whether on school grounds or while attending any school related event or activity. Personal communication devices used in violation of this policy will be subject to confiscation at any time. Disciplinary action will be taken against students who violate this rule.

Science Hill High School

Use of personal communication devices **including, but not limited to, cell phones, smart watches, and tablets, including text messaging,** is generally prohibited during classes and at other times as announced. **This includes text messaging.** However, students are allowed to use their personal communication devices at school during non-instructional times and during those instructional times designated by teachers. Students who have personal communication devices in class are responsible for having them turned off or otherwise silenced so that incoming calls will not interfere with instruction. The use of personal communication devices is strictly prohibited in any restroom or locker room whether on school grounds or while attending any school related event or activity.

The use of personal communication devices for the purpose of cheating is strictly prohibited. As a means of protecting instructional time and/or providing test security, teachers may elect to collect students' personal communication devices during any class and return them at the end of the period. Personal communication devices used in violation of this policy will be subject to confiscation at any time. Disciplinary action will be taken against students who violate this rule.

The administration of Science Hill High School, or any Science Hill campus, can impose stricter guidelines for use at any time: **Including mandatory, secure storage of devices during the school day to include non-instructional time.**

Employee Use of Personal Communication Devices

Employees are prohibited from using personal communication devices for personal reasons during regular instructional periods except in an emergency. **Additionally, personal devices may be used exclusively for two-factor authentication purposes during instructional periods.** Employee personal communication devices must be off or in mute mode during class times. Employees are prohibited from using a personal communication device while operating heavy equipment or while on a work site that requires close attention. Employees are discouraged from using personal communication devices while operating school owned vehicles.

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Pagers

~~Students may not possess pagers on school property or during school activities off school property¹ unless the student has permission of the principal or principal's designee and a permit signed by the student's parents (if under the age of 18).~~

~~Except as set forth herein, students who are in possession of a personal pager during the regular school day are in violation of this policy and school rules and are, therefore, subject to the related disciplinary action.~~

Legal Reference:

~~1. TCA 49-6-4214~~

Cross Reference

Student Code of Conduct 6.300
Methods of Discipline 6.313

ESL Curriculum Proposed Materials Request

These products are ordered by priority:

Priority	Product Description	Student Population	Rationale
Highest Priority	High School Textbook Series <i>Impact</i> by National Geographic (Grades 9-12)	Approximately 60 students	High School ESL teachers currently have no high-quality instructional materials. Existing textbook resources are more than 10 years old. This product will serve as a base curriculum product for students in grades 9-12. It is content-based and literacy-focused. It includes newcomer content.
	Product Title:	Approximate Number Needed:	Total Cost-
	<i>Student book with online workbook (1 year)= \$57.00</i>	60	\$3,420.00
	<i>Consumable Student Workbook= \$25.00</i>	60	\$1,500.00
	<i>Teacher's Guide= \$99.00</i>	5	\$495.00
	<i>Classroom Presentation Tool= \$99.00</i>	4	\$396.00
	Total Estimated Product Cost=	\$5811.00	

Highest Priority	Product Description	Student Population	Rationale
	Elementary Textbook Series <i>Reach Higher</i> by National Geographic (Grades 1-5)	Approximately 275 students	Elementary School ESL teachers currently have no high- quality instructional materials. This product will serve as a base curriculum product for students in grades 1-5. It is content-based and literacy-focused. It includes newcomer content.
	Product Title:	Approximate Number Needed:	Total Cost-
	<i>Student book with online practice and e-book= \$60.00</i>	215	\$12,900.00
	<i>Consumable Student practice book- \$25.00</i>	215	\$5,375.00
	<i>Teacher's Book= \$99.00</i>	15	\$1485.00
	Total Estimated Product Cost=		\$19,760.00
Highest Priority	Product Title:	Approximate Number Needed:	Rationale:
	Middle School Textbook Series <i>Time Zones</i> by National Geographic (Grades 6-8)	Approximately 60 students	Middle School ESL teachers currently have no high- quality instructional materials. This product will serve as a base curriculum product for students in grades 6-8. It is cross-curricular and literacy-focused. It includes newcomer content.

	Product	Approximate Number Needed	Total Cost-
	<i>Student Book with online practice= \$57.00</i>	60	\$3,420.00
	<i>Consumable student workbook= \$25.00</i>	60	\$1,500.00
	<i>Teacher's Book = \$99.00</i>	3	\$297.00
	Total Estimated Product Cost=		\$5217.00
High Priority	Product Title:	Approximate Number Needed:	Rationale:
	Kindergarten textbook series <i>Reach for the Stars</i> by National Geographic (grade k, + elementary grade EL non-readers)	Approximately 60 Students	Kindergarten EL teachers do not currently have a textbook series. This is a one-year textbook series designed to meet the needs of Kindergarten EL students. It would also be used at the elementary level to address reading deficits for ELs who are arriving with no literacy. The vocabulary covered in this series supports the content areas.
	Product	Approximate Number Needed	Total Cost=
	<i>Student book with online practice= \$80.00</i>	60	\$4,800.00
	<i>Teacher book= \$50.00</i>	10	\$500.00

	<i>Read on your Own bundle (60 leveled literacy development readers)= \$450.00</i>	10	\$4,500.00
	Total Estimated Product Cost=	\$9,800.00	
High Priority	Product Title:	Approximate Number Needed:	Rationale:
	<i>Get Ready!</i> by Vista Higher Learning Newcomer-focused product series	<i>Annual Numbers:</i> Approximately 10 Newcomers per elementary school (80 students) Approximately 10 Newcomers per middle school (20 students) Approximately 25 Newcomers at the High School	Our school district is increasingly receiving high numbers of Newcomer ELs, many of whom lack foundational literacy and math skills and limited background academic knowledge. These products help students build academic vocabulary around the 4 content areas (ELA, Math, Science, Social Studies). It could also potentially be used to help support general education content teachers, as they try to support these students in the regular classroom.
	Product	Approximate Number Needed	Total Cost=
	<i>Get Ready! Sail Student Book= \$39.95</i>	10 per school=80	\$3,196.00
	<i>Get Ready! Sail practice book (10 pack)= \$189.95</i>	10 per school= 80 8 (10 packs)	\$1,519.60

	<i>Get Ready! Soar Student Book</i> = \$39.95	10 per school= 80	\$3,196.00
	<i>Get Ready! Soar practice book (10 pack)</i> = \$189.95	10 per school= 80 8 (10 packs)	\$1519.60
	<i>Get Ready Middle Student Book</i> =\$161.95	10 per school= 20	\$3,239.00
	<i>Get Ready Middle practice book (10 pack)</i> = \$209.95	10 per school= 20 2 (10 packs)	\$419.90
	<i>Get Ready High School Student Book</i> =\$161.95	25	\$4048.75
	<i>Get Ready High School practice book (10 pack)</i> = \$209.95	25 3 (10 packs)	\$629.85
	Total Estimated Product Cost=		\$17, 768.70

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Moderate Priority	Product Title:	Approximate Number Needed:	Rationale:
	Get Reading Multi-Level Library for Elementary and High School by Vista Learning Print + Digital library of 144 Leveled Readers written at 3 complexity Levels and focused on content areas	1 Library sets per elementary School 1 Library set for middle and high school	This is a leveled library set that could be used to help newly arrived students achieve beginning English literacy in each of the 4 content areas (ELA, Math, Science, Social Studies). Content area teachers might be able to use these books to temporarily support content instruction for students with little to no English. ESL teachers can use these books to support content instruction.

	Product	Approximate Number Needed	Total Cost=
	<i>Get Reading Elementary Library</i> <i>Sail Level A= \$449.95</i> <i>Sail Level B= \$449.95</i> <i>Sail Level C= \$449.95</i> <i>Soar Level A= \$449.95</i> <i>Soar Level B= \$449.95</i> <i>Soar Level C= \$449.95</i>	I library collection of each level	\$2,699.70
	<i>Get Reading Middle/High School Library</i> <i>Level A= \$449.95</i> <i>Level B= \$449.95</i> <i>Level C= \$449.95</i>	I library collection of each level	\$1349.85
	Total Estimated Product Cost=		\$4049.55

Estimated Cost to purchase all requested materials= **Approximately \$63,000.00**
***Does not include cost to replace yearly consumable materials**

Student Code of Conduct



2024 – 2025

FERPA Notifications Technology Responsible Use Agreement

This Code of Conduct and the Technology Responsible Use Agreement may be revised at any time by Johnson City Schools, and the revised information may supersede, modify or eliminate the existing documents.

School Year 2024-2025 _____

Grade _____

NOTICE OF RECEIPT

_____, a student enrolled in _____
(Please Print) Name of Student Name of School

school and parent/guardian, _____ hereby acknowledge
Name of parent/guardian

~~by our signatures that we have received and read, or had read to us, the Johnson City Schools Code of Student Conduct. We understand that these rules apply to all students enrolled in the public schools of Johnson City, Tennessee and their parents/guardians; to school campuses, school buses or other school-owned/operated transportation; and to school-related activities and events. We understand that the Code of Conduct and the Technology Responsible Use Agreement may be revised at any time by Johnson City Schools, and that the revised information may supersede, modify or eliminate the existing documents~~

(Printed Name) _____
Student* Date

(Signature) _____
Student* Date

(Printed Name) _____
Parent/Guardian Date

(Signature) _____
Parent/Guardian Date

(Printed Name) _____
Parent/Guardian Date

(Signature) _____
Parent/Guardian Date

NOTE: The student and parent(s)/guardian(s) are to sign the above statement. *Any student below Grade 3 is not required to sign. If a student lives with both parents/guardians, both are required to sign statement. If a student lives with only one parent/guardian, one is required to sign.

Please detach this page from the booklet; sign in all appropriate places; and return to the homeroom teacher. Keep the booklet for future reference. For your convenience, school phone numbers are found in the front of this booklet.

School Year 2024-2025

By signing this form, I acknowledge that I have read, understand and agree to all terms outlined in the Technology Responsible Use Agreement attached to the Student Code of Conduct. I further understand that this Agreement will be kept on file at the school for the academic year in which it was signed.

Please check one of the following:

My child may use the Internet while at school according to the rules outlined.

I would prefer that my child not use the Internet while at school.

(Printed Name) _____
Student* _____ Date _____

(Signature) _____
Student* _____ Date _____

(Printed Name) _____
Parent/Guardian _____ Date _____

(Signature) _____
Parent/Guardian _____ Date _____

(Printed Name) _____
Parent/Guardian _____ Date _____

(Signature) _____
Parent/Guardian _____ Date _____

NOTE: The student and parent(s)/guardian(s) are to sign the above statement. *Any student below Grade 3 is not required to sign. If a student lives with both parents/guardians, both are required to sign statement. If a student lives with only one parent/guardian, one is required to sign.

(Please detach and return to your homeroom teacher as soon as possible)

JOHNSON CITY SCHOOLS

P.O. Box 1517, Johnson City, TN 37605 www.jcschools.org (423) 434-5200 Fax: (423) 218-4968
Dr. Steven N. Barnett, Superintendent of Schools

Our Student Code of Conduct is designed to aid in the protection of our children and to maintain good order in our schools. We realize the importance of students understanding rules in order to maintain the optimum educational environment. We closely follow the rules and procedures outlined in this document, and we expect all students to do likewise.

The education of your child is a cooperative endeavor. Reviewing this document with your child is one very important way in which you can assist both your child and ~~the~~ Johnson City Schools System. This document is not meant to replace the interaction and communication between student, parent/guardian, and school. We encourage that any concern be brought to the attention of our staff so that decisions that are in the best interest of our children can be made.

~~Detach and complete the Notice of Receipt found in the front of this Code of Conduct and return the completed Notice to your child's homeroom teacher.~~

Thank you for your cooperation and support of our schools. We hope you and your child will have a positive and successful year. If you have concerns or questions, please call us and we will be happy to discuss them with you.

BOARD OF EDUCATION

Kathy Hall, Chair • Paula Treece, Vice Chair • Beth Simpson, Secretary

Dr. Ginger Carter • Herb Greenlee • Thomas B. Hager, Jr. • Jonathan Kinnick

The mission of the Johnson City Schools is to enable all students to achieve excellence in learning, to accept social responsibility, and to develop self-worth.

SCHOOLS AND OFFICES

Columbus Powell Service Center

Dr. Steven N. Barnett, Superintendent
100 E. Maple Street
P.O. Box 1517
Johnson City, TN 37605
(423) 434-5200

Science Hill High School

Dr. Josh Carter, Principal
1509 John Exum Parkway
Johnson City, TN 37604
(423) 232-2190

Liberty Bell Middle School

Dr. Kelsey Walker, Principal
718 Morningside Drive
Johnson City, TN 37604
(423) 232-2192

Indian Trail Middle School

Dr. James Jacobs, Principal
307 Car-Mol Drive
Johnson City, TN 37601
(423) 610-6000

Cherokee Elementary

Mr. Richard Hutson, Principal
2100 Cherokee Road
Johnson City, TN 37604
(423) 434-5281

Fairmont Elementary

Dr. JoDee Dotson, Principal
1405 Lester Harris Road
Johnson City, TN 37601
(423) 434-5267

Lake Ridge Elementary

TBA, Principal
1001 Lake Ridge Square
Johnson City, TN 37601
(423) 610-6030

Mountain View Elementary

Dr. Chelsea Lee, Principal
907 King Springs Road
Johnson City, TN 37601
(423) 434-5260

North Side Elementary

Mr. Chad Moore, Principal
1000 North Roan St.
Johnson City, TN 37601
(423) 434-5259

South Side Elementary

Ms. Kaytee Jones, Principal
1011 Southwest Avenue
Johnson City, TN 37604
(423) 434-5289

Towne Acres Elementary

Dr. Josh Simmons, Principal
2310 Larkspur Drive
Johnson City, TN 37604
(423) 854-4800

Woodland Elementary

Dr. Karen Reach, Principal
1203 Indian Ridge Road
Johnson City, TN 37601
(423) 434-5275

Central Office Staff

Dr. Steven N. Barnett, Superintendent of Schools

Ms. Meranda Burd, Administrative Assistant
(423) 434-5205 FAX (423) 218-4968

Mr. Joe Barnes, Maintenance Supervisor

Ms. Becky Slagle, Administrative Secretary
(423) 434-5254 FAX (423) 434-5256

Mr. Todd Barnett, Supervisor of Instruction and Middle Schools

(423) 434-5224 FAX (423) 218-4965

Mr. Collin Brooks, Director of Communications

(423) 434-5233 FAX (423) 218-4965

Ms. Sydney DeBusk, Coordinator of Homeless Education Program

(423) 434-5226 FAX (423) 218-0550

**Dr. Julia Decker, Supervisor of Career & Tech Education and
Postsecondary Opportunities**

(423) 434-5217 FAX (423) 218-4965

Ms. Amber Forbes, Supervisor of Human Resources

Ms. Bailey Stanley, Administrative Assistant
(423) 434-5207 FAX (423) 218-0545

Dr. Allecia Frizzell, Supervisor of Special Education

Ms. Tina Lunsford, Administrative Secretary
(423) 434-5235 FAX (423) 218-4967

Ms. Tammy Pearce, Supervisor of Student Services

(423) 434-5233 FAX (423) 218-4965

Dr. Melissa Stukes, Supervisor of Special Programs

(423) 434-5200 FAX (423) 218-4965

Ms. Melony Surrett, Technology Director

Ms. Danise Slayton, Administrative Secretary
(423) 434-5219 FAX (423) 218-0550

Dr. David Timbs, Supervisor of Instructional Technology

Ms. Danise Slayton, Administrative Secretary
(423) 434-5219 FAX (423) 218-0550

Ms. Hannah Upchurch, Supervisor of Food Services

(423) 434-5228 FAX (423) 218-4966

Ms. Leia Valley, Supervisor of Finance

(423)434-5212 FAX (423) 218-0544

Dr. Roger Walk, Supervisor of Instruction and Testing

(423) 434-5223 FAX (423) 218-4965

Dr. Greg Wallace, Supervisor of Safety and Mental Health

(423) 791-3596 FAX (423) 434-5295

Dr. Renee Wood, Supervisor of Elementary and Title I Instruction

Ms. Patti Fatherree, Administrative Secretary

(423-434-5220) FAX (423) 218-0459

School Nurses Office

Stephanie Brown, RN, BSN

Kristen Stetz, BSN

Michelle Jefferson, RN

Jennifer Norton, RN, BSN

Ms. Kristen Fuller, Secretary

(423) 232-5380 FAX (423) 218-0544

Office Hours

The Central Office of the Johnson City Schools System is open Monday through Thursday from 8:00 a.m. to 5:00 p.m. and Friday from 8:00 a.m. to 4:30 p.m.

Board of Education Meetings

The regular meeting of the Johnson City Board of Education is held on the first Monday of each month at 6:00 p.m. at the Central Office. All meetings of the Board are open to the public and streamed on Johnson City Schools' YouTube channel.

SCHOOL HOURS:

Science Hill High School (all campuses).....7:40 a.m. thru 2:45 p.m.

Liberty Bell Middle School7:40 a.m. thru 2:40 p.m.

Indian Trail Middle School.....7:40 a.m. thru 2:40 p.m.

Elementary Schools (all campuses)..... 8:15 a.m. thru 3:15 p.m.

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STATEMENT OF RIGHTS AND RESPONSIBILITIES

The Johnson City Schools ~~System~~ recognizes the following:

The primary intent of society in establishing the public schools is to provide an opportunity for learning. We believe that students have full rights of citizenship as delineated in the United States Constitution and its Amendments, that citizenship rights must not be abridged, obstructed, or in other ways altered except in accordance with due process of law, and that education is one of these citizenship rights.

*~~The Johnson City Schools System~~ prohibits discrimination on the basis of race, color, national origin, gender, religion, sex, age, and disability. ~~The Johnson City Schools System~~ does not condone or practice discrimination in admission, employment or in access to its programs or activities. **If you feel that you have been discriminated against, you should contact your principal, or the district Title VI, Title IX and 504 Coordinator for ~~the Johnson City Schools System~~ at P.O. Box 1517, Johnson City, TN 37605 or 423-434-5200.***

Under the Tennessee State Board of Education's Unsafe School Choice Policy, any public school student who is the victim of a violent crime as defined under Tennessee Code Annotated 40-38-111(g), or the attempt to commit one of these offenses as defined under Tennessee Code Annotated 39-12-10, shall be provided an opportunity to transfer to another grade-level appropriate school within the district.

PREAMBLE

The school is a community, and the rules and regulations of a school are the laws of that community. All those enjoying the rights of citizenship in the school community must also accept the responsibilities of citizenship. A basic responsibility of those who enjoy the rights of citizenship is to respect the laws of the community.

Students are encouraged to initiate, or react to, proposals for change in educational practices, rules or policies. Student input will be considered by the faculty, the administration and/or the Board of Education as appropriate.

CODE OF CONDUCT

It is the intention of the Johnson City Schools System to create a safe and respectful learning environment in which every student is able to reach their full potential and have the same opportunities regardless of race, color, creed, religion, ethnic origin, sex or disability. All students are expected to treat themselves and others with courtesy and respect. Behavior which is disrespectful will not be tolerated.

The following code sets forth school rules prohibiting certain types of student behavior that constitute serious student misconduct. The initial decision that certain student conduct violates this code is to be made by a school principal, who has the authority to discipline the student. A student found to be in violation of any of these rules may receive consequences as severe as a long-term suspension (over ten (10) school days and up to one (1) year) or expulsion. Other misconduct ~~can be dealt with~~ **may be addressed** by a principal under disciplinary authority given by statute or Board of Education policies.

A principal's decision to suspend a student for more than ten (10) days may be appealed, in writing, to a Disciplinary Hearing Authority. An alternative school program may be available for ~~students in who~~ **students who** have been suspended or expelled. Approved school based management alternatives may also be available at the local school. Additional information regarding suspension and expulsion can be found in section III. DUE PROCESS GUIDELINES FOR DEALING WITH ALLEGED CODE VIOLATIONS.

Tennessee Code Annotated 49-6-4201 **4107(a)** states that a principal, teacher, school employee or school bus driver, in exercising that person's lawful authority, may use reasonable force when necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another person.

I. RIGHTS

Freedom of Speech and Assembly

- A. Students are entitled to verbally express their personal opinions. Such verbal expressions shall not interfere with the freedom of others to express themselves and shall not disrupt school, the classroom or school activities. The use of obscenities or personal attacks is prohibited.
- B. All student meetings in school buildings or on school grounds may function only as a part of the formal education process or as authorized by the principal.
- C. Students have the freedom to assemble peacefully, however there is an appropriate time and place for the expression of opinions and beliefs. Demonstrations that interfere with the operation of the school, the classroom, or school activities are inappropriate and are prohibited.

Freedom to Publish

- A. Students are entitled to express their personal opinions in writing. The distribution of such writings shall not interfere with or disrupt the educational process. Such written expressions must be signed by the authors.
- B. Students are entitled to express their personal opinions in the form of artwork and photography. The distribution of such artwork and photography shall not interfere with or disrupt the educational process. Any such student works must be signed by the creators.
- C. Students who edit, publish, or distribute handwritten, printed, electronic, digital or duplicated matter among their fellow students within the schools must assume responsibility for the content of the publication.
- D. Libel, obscenity, pornographic and lewd images and personal attacks are prohibited in all publications.
- E. Commercial solicitation will not be allowed on school property or through school system equipment at any time without prior written approval of the principal.
- F. The principal must approve the distribution of non-educational material by students in school buildings, on school grounds, at school activities or over school system computers or by means of the school system network.

Freedom from Unreasonable Search and Seizure

Students and their property shall be free from unreasonable search and seizure.

- A. School personnel have the authority to search students, items in students' possession and student vehicles upon a reasonable belief that the search will lead to the discovery of either:
 - 1. Evidence of a violation of the law or of school rules and regulations; or
 - 2. Any object or substance that presents an immediate danger of harm or illness to any person.
- B. Searches should be for a specific item and should be conducted in the presence of another school employee.
- C. Items or substances which are illegal or present a threat to the safety or security of other persons or the school will be seized by school authorities. Students in possession of such items or substances will be subject to disciplinary action, which may include notification of legal authorities.
- D. Items or substances which are used to disrupt or which interfere with the educational process will be removed from student possession.
- E. General searches by school personnel of school property, including school property assigned to specific students, such as student lockers, may be conducted at any time.
- F. Searches may be conducted on campus or during any organized school activity off campus.
- G. When a search of an individual student's person has been conducted, the principal shall attempt to notify the parent/guardian by phone at the time of the search, or as soon thereafter as reasonably possible. If the phone notification is not successful, the principal shall send a letter to the parent/guardian within twenty-four (24) hours. This notification

will not apply to students attending the Science Hill High School Alternative Center or the Indian Trail or Liberty Bell Middle School Alternative classrooms.

II. RULES

ITEMS IDENTIFIED WITH AN ASTERISK (*) ARE AMONG THOSE DEFINED AS CRIMINAL UNDER THE LAWS OF THE UNITED STATES, THE STATE OF TENNESSEE AND/OR THE CITY OF JOHNSON CITY. A STUDENT FOUND TO BE IN VIOLATION OF THESE RULES MAY RECEIVE PUNISHMENT RANGING FROM VERBAL REPRIMAND TO SUSPENSION OR EXPULSION. DISCIPLINARY ACTION WILL BE TAKEN BY THE SCHOOL FOR VIOLATION OF THESE RULES, REGARDLESS OF WHETHER OR NOT CRIMINAL CHARGES RESULT.

***Rule 1 – Disruption of School**

A student shall not use violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct to cause the disruption, interference, or obstruction of any school function or the educational process. A student shall not engage in conduct which could reasonably be foreseen to cause disruption, interference, or obstruction of any school function or the educational process. A student shall not urge others to engage in this type of conduct. While this list is not exclusive, the following acts when reasonably believed to be for the purpose of causing a disruption, interference, or obstruction of any school function, illustrate the kinds of offenses contemplated here:

- A. Occupying any school building, school grounds, or part thereof with the intent to deprive others of its use;
- B. Blocking the entrance or exit of any school building, corridor or room therein with the intent to deprive others of lawful use or access to or from the building, corridor or room;
- C. Setting fire to, vandalizing, or damaging any school building or property;
- D. Firing, displaying, carrying, possessing or threatening use of firearms, explosives, knives, blades or any other weapons (as defined in T.C.A. §39-17-1309) or other destructive device on the school premises, on a school bus, or at school sponsored events or activities for any unlawful purpose. Explosives, illustrations, or instructions for making or using explosives or other weapons or destructive devices are not permitted on school property or at school sponsored events or activities;
- E. Preventing or attempting to prevent by any act (including transmitting a bomb threat in writing, by phone or by any other means, initiating a false fire alarm, or being accessory to such acts) the convening or continued functioning of any school, class, or school sponsored events or activities or of any authorized meeting or assembly on school property;
- F. Preventing any student or students from attending school, class or school sponsored events or activities;
- G. Except under direct instruction of the principal/designee, blocking normal pedestrian or vehicular traffic on a school campus;

- H. Intentionally making noise (including disruptive verbal communication) or acting in any manner so as to intentionally and substantively interfere with the teacher's ability to teach or with other classroom or school events or activities;
- I. Exhibiting immoral or disreputable conduct or vulgar, inflammatory or profane language;
- J. Displaying obscene, lewd or pornographic images to others while on school property or at a school sponsored event or activity;
- K. Willfully and/or persistently violating the rules of the school or the school system;
- L. Refusing to obey an order of a principal, teacher or other authorized school employee;
- M. Interfering with school authorities, which is defined as interfering with administrators, teachers or other authorized school employees by intimidation or with threat of force or violence. The commission of or participation in such activities in school buildings, on school buses, on school property, or at school sponsored events or activities is prohibited.

***Rule 2 – Damage, Destruction or Theft of School Property**

A student shall not cause, or attempt to cause, damage to school property or steal, or attempt to steal school property.

***Rule 3 – Damage, Destruction or Theft of Private Property**

A student shall not abuse, damage, destroy, steal, or attempt to steal private property while on the school grounds or while attending school sponsored events or activities.

***Rule 4 – Assault or Abuse of School Employee or Another Student**

Assault is intentionally, knowingly or recklessly causing bodily injury to another person; intentionally or knowingly causing another person to reasonably fear imminent bodily injury; or intentionally or knowingly causing physical contact with another person when a reasonable person would regard such contact as extremely offensive or provocative.

A student shall not assault or attempt to assault any person, including school employees or other students, at any time while on school grounds or while attending school sponsored events or activities.

A student shall not, through the threat or use of force, attempt to take any property which belongs to a school employee or another student. Such acts constitute extortion, blackmail and/or coercion.

A student shall not sexually assault any person at any time while on school grounds or while attending school sponsored events or activities.

***Rule 5 – Wearable/Personal Technology, Including But Not Limited To: Radios, MP3 Players, Tape Players, Tape Recorders, Laser Pointers, CD Players, Film Cameras, Digital Cameras, Video Recorders, Digital Video Recorders**

Student use of recreational or electronic devices such as radios and CD/tape/MP3 players, voice activated tape recorders, laser pointers or other wearable/personal technology on school property is permitted during school hours for educational purposes only and only under the direct

supervision of the classroom teacher. Students will be expected and required to abide with all policies and procedures in place for use of these type of devices. While on school grounds or while attending any school related event or activity, students are prohibited from taking and/or displaying unauthorized photographs, video recordings and/or any type of digital image of other students and of school personnel. The use of any recording device is strictly prohibited in any restroom or locker room, clinic or nurse's office, whether on school grounds or while attending any school related event or activity. Using any device to record altercations on school grounds or at school related events or activities is prohibited. Sending, sharing, viewing or possessing pictures, text messages, e-mails or other material of a sexual nature in electronic or any other form on an electronic device while on school property or at school related events or activities is prohibited. Students are prohibited from using any type of recording device in any manner that interferes with or is disruptive of the educational process or invades the privacy of students, employees, volunteers or visitors. Violation of this prohibition will subject a student to discipline under this provision and/or any other provision in this Student Code of Conduct that may be applicable to the circumstances involved. Electronic or other devices used in violation of this rule will be subject to confiscation at any time.

Rule 6 – Use of Personal Communication Devices

Elementary Schools and Middle Schools:

Students at elementary and middle schools are not permitted to use **personal communication devices including, but not limited to cell phones, smart watches and tablets** on school property during school hours **without the permission of a teacher or administrator**. The use of **personal communication devices** ~~cellular phones~~ is permitted by students at these schools at extracurricular school activities on or off school property. The use of **personal communication devices** ~~cellular phones~~ is strictly prohibited in any restroom or locker room, clinic or nurse's office, whether on school grounds or while attending any school related event or activity. Using **personal communications devices** ~~cellular phones~~ to record altercations on school grounds or at school related events or activities is prohibited. Sending, sharing, viewing or possessing pictures, text messages, e-mails or other material of a sexual nature in electronic or any other form on a **personal communications device** ~~cell phone~~ while on school property or at school related events or activities is prohibited. **Personal communication devices** ~~Cellular phones~~ used in violation of this rule will be subject to confiscation at any time. Disciplinary action will be taken against students who violate this rule.

Science Hill High School and Topper Academy:

~~Students at Science Hill High School and Topper Academy are allowed to use their cell phones at school during non instructional times. Use of cell phones, including text messaging, is prohibited during classes and at other times as announced. However, students are allowed to use their cell phones during instructional time as designated by teachers. Students who have phones in class are responsible for having their phones turned off or otherwise silenced so that incoming calls will not interfere with instruction.~~

At Science Hill High School, student use of personal communication devices including, but not limited to, cell phones, smart watches and tablets, is generally prohibited during classes and at

other times as announced. This includes text messaging. However, students are allowed to use their personal communication devices ~~cell phones~~ at school during non-instructional times and during those instructional times designated by teachers. Students who have personal communication devices in class are responsible for having them turned off or otherwise silenced so that notifications will not interfere with instruction. The use of personal communication devices ~~cellular phones~~ is strictly prohibited in any restroom, locker room, clinic or nurse's office, whether on school grounds or while attending any school related event or activity. Sending, sharing, viewing or possessing pictures, text messages, e-mails or other material of a sexual nature in electronic or any other form on a personal communications device ~~cell phone~~ or other electronic device while on school property or at school related events or activities is prohibited.

The use of personal communication devices ~~cell phones~~ for the purpose of cheating is strictly prohibited. As a means of protecting instructional time and/or providing test security, teachers may elect to collect students' personal communication devices ~~cell phones~~ during any class and return them at the end of the period. Personal communication devices ~~Cellular phones~~ used in violation of this rule will be subject to confiscation at any time. Disciplinary action will be taken against students who violate this rule.

The administration of Science Hill High School or any Science Hill campus can impose stricter guidelines for use at any time, including mandatory, secure storage of devices during the school day to include non-instructional time.

***Rule 7 – Weapons and Dangerous Instruments**

A student shall not possess, handle, transmit, use, or attempt to use ammunition, firearms, explosives, fireworks, knives, or any other object that can be considered a weapon while on school grounds or while attending school sponsored events or activities. This rule applies to normal school supplies such as pencils, scissors, razors, or compasses when they are possessed, handled, transmitted, used or attempted to be used in a manner which renders the object(s) dangerous.

***Rule 8 – Alcoholic Beverages, Narcotics and Drugs**

A student shall not possess, use, transmit, consume, or show evidence of having consumed, any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, inhalant, alcoholic beverage or intoxicant of any kind, including any analogues, while on school grounds or while attending school sponsored events or activities. (An analogue is defined as a substance which mimics the stimulant, depressant or hallucinogenic effect on the central nervous system that is similar to the stimulant, depressant or hallucinogenic effect of a controlled substance. An analogue includes "bath salts", "Spice", K-2 and any other "designer drug" and is included in the definition of drugs, herein.)

A student shall not possess, use, or be under the influence of any controlled or regulated drug, while on school grounds, or while attending school sponsored events or activities, unless the student has a prescription written for the student by a person authorized by the State of Tennessee to write medical prescriptions.

Any student showing evidence of having consumed inhalants, alcohol or drugs will be immediately removed from contact with other students by school personnel, who shall attempt to immediately contact the student's parent or legal guardian. Students who are suspected of being under the influence of alcohol or drugs may be subject to drug testing pursuant to TCA § 49-6-4213. Reasonable effort should be made to complete drug testing within 24 hours of parent/guardian contact. Results of tests not completed within the 24-hour time frame may not be accepted by school personnel. Students and their parents/guardians have the right to refuse drug testing and/or related cooperation during the school investigatory process, with the understanding that such a failure to comply/cooperate can be considered and relied upon by school personnel to move forward with disciplinary action.

A student's use of a recommended dosage of a drug which has been authorized by a medical prescription written for the student by a person authorized by the State of Tennessee to write medical prescriptions and with the written permission of the parent shall not be considered a violation of this rule. Such medication, if administered at school or at a school event or activity, must be under strict supervision and in accordance with Board of Education policy and procedures.

A student shall not possess drug paraphernalia, including vaporizing pens and e-cigarettes, while on school grounds or while attending school sponsored events or activities. Electronic pagers may be considered to be drug paraphernalia in accordance with Tennessee law and under the terms of this rule. (TCA §49-6-4202)

A student shall not possess for resale or distribution any type of drug, including prescription or over-the-counter drugs, on school grounds or while attending school sponsored events or activities.

If a student must take prescription or non-prescription medication during school hours, the student or parent must deliver the medication to the principal's office, unless the medication must be retained by the student for immediate self-administration (i.e. students with asthma.) Employees who have been trained by school nursing staff will assist the student in the self-administration of such medication in compliance with applicable policies. If a student needs to retain medication for immediate self-administration the student must have a written physician's note to that effect and must have the prior approval of the principal.

Johnson City Schools considers participation in interscholastic athletics as a privilege and not a right. Students that voluntarily participate in these activities are expected to accept the responsibilities which accompany the privilege. Among these is the responsibility to remain drug and alcohol free. Randomly throughout the school year, students in grades nine through twelve who desire to participate in interscholastic athletics, including cheerleading, may be subject to urine testing for illegal or banned substances. Information regarding random drug testing can be obtained from the administration.

***Rule 9 – Arson**

A student shall not commit or attempt to commit arson while on school grounds or while attending school sponsored events or activities. Arson is defined as the intentional setting of fire.

***Rule 10 – Burglary, Larceny, and Robbery**

A student shall not commit burglary, larceny, or robbery while on school grounds, or while attending school sponsored events or activities. Burglary is defined as breaking into school and/or personal property in or at the school. Larceny is defined as theft. Robbery is defined as stealing from an individual by force or threat of force.

***Rule 11 – Trespassing**

A student shall not be present in an unauthorized place during any period of time when they are properly under the authority of school personnel or refuse to leave an unauthorized place when ordered to do so.

***Rule 12 – Use of Tobacco/Electronic Cigarettes/Vaporizing Pens**

A student shall not possess and/or use tobacco or tobacco related products while on school grounds or while attending school sponsored events or activities. A student shall not possess and/or use electronic cigarettes/vaporizing pens or nicotine, nicotine-delivering substances, chemicals or devices that produce the same flavor or physical effect of nicotine substances, and any other “tobacco innovation” while on school grounds or while attending school sponsored events or activities.

Rule 13 – Repeated School Violations

A student shall comply with the directions of teachers, student teachers, substitute teachers, teacher assistants, principals, or other authorized personnel during any period of time when they are properly under the authority of school personnel. A student shall not willfully and/or persistently violate the rules of the school.

Rule 14 – Dress and Appearance

Students shall be well groomed and dress in a clean, neat and modest manner so as not to present health and safety problems or cause disruption of school or school functions. Students are required to adhere to the dress code of their respective school while on school grounds, or while attending school-sponsored events or activities.

***Rule 15 – Attendance**

Prompt daily attendance of all who are enrolled in the Johnson City Schools is required in accordance with state law and Board of Education policy. Students must attend regularly scheduled classes unless officially excused. Students participating in school sponsored trips are counted present.

Chronic absenteeism is defined as a student missing ten percent (10%) or more of the days the student is enrolled, for any reason, including excused absences and out-of-school suspensions.

Effect of Attendance upon Credit and Promotion

Students having excessive absences may fail to receive academic credit based upon the following:

1. Students in Grades K- 8. A student's excessive absence may limit progress to the point that promotion is not feasible. Upon recommendation of the principal, students in grades K-8 who have excessive absences will not receive credit towards promotion.

2. Students in Grades 9-12. Students are expected to be in school every day.

NOTE: ALL ABSENCES, EXCUSED OR UNEXCUSED, ARE COUNTED IN THE MAXIMUM NUMBER THAT MAY BE MISSED DURING A SESSION OR SCHOOL YEAR. STUDENTS WITH EXCESSIVE ABSENCES WILL BE CONSIDERED TRUANT AND WILL BE SUBJECT TO A TRUANCY INTERVENTION PLAN.

Acceptable Reasons for an Excused Absence

1. Student's personal illness or injury, including pregnancy – a parent's statement is required unless the student has frequent absences, in which case a physician's statement will be required.
2. Death in the family.
3. Illness in the family requiring the student to give temporary help. A physician's statement is required.
4. Special and recognized religious holidays regularly observed by persons of the student's particular faith.
5. Summons, subpoena or court order.
6. Extreme weather conditions.
7. Principal/designee approved absences-up to three (3) days per school year as requested by the parent/legal guardian. No student will be allowed to use these absences during standardized testing dates or during final exams. Work missed during the absence must be made up before the absence or upon the return to school.
8. One day absence when a student's parent or custodian is deployed into active military service or returned from active military service.
9. Five (5) college visits.
10. Circumstances over which, in the judgment of the principal, the student has no control.

Rule 16 – Tardiness

Students are expected to arrive at school on time and to stay at school the entire day. Upon a third unexcused tardy and/or early dismissal a student will be subject to discipline. Principals may implement “time for time” procedures to deal with tardiness.

Rule 17 – Student Placement

The principal has the authority to change a student’s placement or class assignment in an effort to address concerns about discipline and/or disruption of the learning process of the classroom or school.

Rule 18 – Refusal to Identify Self

All persons must upon request identify themselves to school personnel in the school building, on school grounds, or while attending school sponsored events or activities.

Rule 19 – Technology; Internet

Technology and Internet access and use are considered a privilege, not a right. All technological resources, including devices brought from home and used in school, must be used in accordance with the system’s Acceptable Usage Agreement (a copy of which is included with this Code of Conduct) as well as school system policies and procedures and local, state, and federal laws and/or guidelines governing the usage of technology and its component parts. Students must use the provided technological resources so as not to cause waste or abuse, or to interfere with or cause harm to other individuals, institutions, or companies.

All computer data, including search histories and e-mail communications stored or transmitted on school system computers or by means of the school system network are subject to monitoring. Students should have no expectation of privacy with regard to computer data or transmissions.

Network Rules

The following are not permitted on school system networks, whether by means of school system devices or computers or devices brought from home and used in school (this list is not inclusive):

- Illegal activities;
- Taking, sending or displaying offensive, pornographic, lewd or obscene messages, language, or pictures;
- Harassing, insulting, threatening, bullying or attacking others;
- Violating copyright laws or engaging in plagiarism;
- Using others’ passwords;
- Trespassing in others’ folders;
- Intentionally misusing resources;
- Impersonation;
- Employing the network for commercial purposes; and
- Vandalizing, damaging or destroying computers, computer systems, computer networks, files, data or software.

The taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (commonly called texting, sexting, emailing, etc.) may constitute a CRIME under Tennessee and/or federal law. Any person taking, disseminating, transferring, or sharing obscene, pornographic, lewd, or otherwise illegal images or photographs will be reported to law enforcement and/or other appropriate state or federal agencies, which may result in arrest, criminal prosecution, and LIFETIME inclusion on sexual offender registries.

School officials will apply the same criterion of educational suitability to use of the Internet, computers and the network as they use to review other educational resources. Misuse of the Internet or other technological resources will result in disciplinary action.

***Rule 20 – Discrimination/Harassment**

Discrimination/harassment by students will not be tolerated. Discrimination is the display of unlawful bias, favoritism or prejudice toward others. Harassment is a single act or course of conduct directed toward an individual or group of people that serves no legitimate purpose other than to annoy, intimidate, frighten, alarm, torment or abuse that person or group.

Alleged victims of discrimination/harassment should report these incidents immediately to a teacher, counselor, or building administrator, or to one of the school system's complaint managers. Allegations of discrimination/harassment will be fully investigated by the school system. If the discrimination/harassment continues, the alleged victim should report in writing the continuing harassment to the principal, noting the date of first report and to whom the complaint was made.

Disciplinary action will be taken against perpetrators of discrimination/harassment.

Rule 21 – Bullying/Intimidation

The Johnson City Schools System uses the Olweus Bullying Prevention Program in all of its schools. Olweus defines bullying as occurring when someone repeatedly and on purpose says or does mean or hurtful things to another person who has a hard time defending them self.

Intimidation is intentional behavior that would cause an ordinary person to fear injury or harm.

A student will be subject to discipline for any act of bullying or intimidation that takes place on school grounds, while attending school-sponsored events or activities, on school transportation or at any official school bus stop immediately before boarding and immediately following de-boarding; or which is done at any time off-campus if the bullying causes or threatens to cause a disruption at school, at a school sponsored event or activity, or if it interferes with a student's education or security.

Bullying and intimidation can manifest as either physical harm of another person or damage to their property, or knowingly placing the person in reasonable fear of such, or creating a hostile educational environment.

Rule 22 – Cyber-Bullying

A student will be subject to discipline for any act of cyber-bullying that takes place on school grounds, while attending school-sponsored events or activities, on school transportation; which is done through the use of the school system’s intranet or Internet system or on any school system equipment; or which is done at any time off-campus if the cyber bullying causes or threatens to cause a disruption at school, at a school sponsored event or activity, or if it interferes with a student’s education or security at school.

Cyber bullying encompasses any of the already prohibited actions – such as bullying, discrimination, or harassment – when done through electronic means. “Electronic means” include, but are not limited to, information and communication technologies such as e-mail, voice mail, cell phone and pager text messages, instant messaging (IM), personal Web sites, Weblogs, and online personal polling Web sites.

Examples of cyber bullying include posting slurs or rumors or other disparaging remarks about a student or staff member on any Web site or Weblog; sending e-mail, instant messages or photographs that are harassing, threatening or offensive; and taking and sending an unauthorized and unwanted photograph or video of a student or staff member.

***Rule 23 – Criminal Behavior**

A student may be suspended from school, from a school sponsored event or activity, or from riding a school bus when the student commits off campus criminal behavior which results in the student being legally charged with a felony and the student’s continued presence in school poses a danger to persons or property or disrupts the educational process.

III. DUE PROCESS GUIDELINES FOR DEALING WITH ALLEGED CODE VIOLATIONS

Students’ Due Process Rights

All students have the right to receive a free and appropriate education. Deprivation of that right may occur only for just cause and after due process. Due Process requirements necessitate that students be given an opportunity to be heard before they may be excluded from school. For minor offenses where the classroom teacher takes corrective disciplinary measures, no formal process or procedure is required. In cases of severe misconduct where there is a possibility of suspension or expulsion, the student shall be advised of the nature of his misconduct, questioned about it, and allowed to give an explanation.

The procedures required to establish due process are not fixed. What is required for due process can depend upon the severity of the penalty imposed on the student. For example, if the only penalty given is detention after class, no formal procedure is required. In cases of severe

discipline, such as a suspension of over ten (10) days, due process must be accorded. The following procedures provide for Constitutional requirements of due process and attempt to produce a reliable determination of the issues while minimizing the adversarial nature of the proceedings.

The Principal Will Address Misconduct When:

- A. A teacher considers misconduct to be so serious as to warrant the principal's attention;
- B. The alleged misconduct constitutes a violation of the rules that govern serious misconduct; or
- C. The principal deems it advisable that he personally addresses the misconduct.

In addressing misconduct, the principal/designee shall investigate the incident. During the investigation the principal shall inform the student of the misconduct of which he is accused and of any evidence in support of the accusation. The student shall have the opportunity to deny the accusations and explain his behavior. If the student requests that other persons be questioned, the principal shall talk to them, when possible. If the student makes a reasonable defense based on information which cannot be immediately investigated, the principal will postpone any disciplinary action for a reasonable time until such information can be investigated. If the principal/designee deems it necessary, the police or other legal authorities may be included in the investigation. The principal shall give the student an explanation of the results of the investigation and shall inform the student as soon as possible of any disciplinary action to be taken.

The Principal's Discipline Authority

Suspension.

There are several types of suspension available. Unless otherwise required by Board of Education policy or statute, the principal has the authority to determine what type of suspension, if any, the misconduct requires. Except when a student's continued presence presents an immediate danger, a student may not be suspended from a class, school or school related event or activity until the student has been advised of the nature of his misconduct, questioned about it, and been allowed to give an explanation.

The removal of a student from his class by the classroom teacher, principal or other authorized school personnel for the remainder of class period or for the remainder of a school day, and their placement in another room on the school campus shall not necessarily be an in-school suspension and shall not be entitled to the procedures set forth below. The principal has the authority to decide whether a removal shall be considered a suspension.

- 1. In-School Suspension.** A principal has the option, depending on the severity of the offense, of suspending any student from attendance at a specific class, classes or school sponsored events or activities without suspending such student from attendance at school. This shall be known as in-school suspension. Students given in-school suspension are required to complete their academic assignments. Any student given an in-school suspension in excess of one (1) day must attend either

special classes attended only by students guilty of misconduct or be placed in an isolated area appropriate for study. Good and sufficient reasons for in-school suspension include, but are not limited to:

- a. Behavior which adversely affects the safety and well-being of other students;
- b. Behavior which disrupts a class or school sponsored event or activity;
- c. Behavior prejudicial to good order and discipline occurring in class, during school sponsored events or activities, or on the school campus.

2. Summary Suspension. If the principal witnesses or has knowledge of any serious student misconduct and thinks that immediate removal of the student is necessary to restore order or to protect persons on the school grounds, they may suspend the student immediately for not more than two (2) school days. In such cases, the principal is not required to investigate before suspension, but shall carry out such an investigation and decide on further disciplinary action, if any, by the end of the school day following the summary suspension. Once a principal has decided to suspend a student summarily, they shall follow the procedures for sending a student home during the school day.

2. Out-Of-School Suspension for not More than Ten Days. When a principal deems it appropriate, they may suspend a student from attendance at school for not more than ten (10) consecutive days. If the principal determines it is in the best interest of the student, they may place the student in an assigned area of the school with the same consequences as for an out of school suspension.

3. Removal from School for More than Ten Days (Expulsion). A principal, with due cause, may expel a student. Expulsion is defined as removal from school for more than ten (10) consecutive days or more than fifteen (15) days in a month of school attendance.

Sending A Suspended Student Home During the School Day.

When a student is ~~or~~suspended (except for in-school suspension), the principal shall attempt to reach the student's parent, legal guardian, or legal custodian (hereinafter the term "parent" includes parent, legal guardian, or legal custodian) to inform them of the school's actions and to request that they come to the school for ~~his~~ **their** child. If the parent is unable to come for their child, the student shall remain at school until the close of the school day, unless, with the parent's consent or in the principal's judgment, the student can be provided transportation home. In a situation where the principal is not able to reach a parent and because of violations of school rules the principal is not able to keep a student on school grounds and restore order or protect others, the principal will call local law enforcement to assist in removing the student from school premises.

Reasons for Suspension

A principal may suspend any student from attendance at such school, including its sponsored activities, for good and sufficient reasons, including, but not limited to, the following:

- A.** Willful and persistent violation of the rules of school;
- B.** Immoral or disreputable conduct or vulgar or profane language;
- C.** Violence or threatened violence against any person attending or assigned to any school;
- D.** Willful or malicious damage to real or personal property of the school, or the property of any person attending or assigned to the school;
- E.** Inciting, advising or counseling of other to engage in any of the act enumerated above;
- F.** Marking, defacing or destroying school property;
- G.** Possession of a pistol, gun or firearm, or a facsimile thereof, on school grounds or at school sponsored events or activities;
- H.** Possession of a knife or blade on school property or at school sponsored events or activities;
- I.** Assaulting any person attending or assigned to any school with vulgar, obscene or threatening language;
- J.** Bullying;
- K.** Unlawful use or possession of barbitol or legend drugs or any other intoxicant on school property or at school sponsored events or activities;
- L.** Two or more students initiating a physical attack on an individual student on school property or at school sponsored events or activities, including travel to and from school;
- M.** Making a threat, including a false report, to use a bomb, dynamite, any other deadly explosive or destructive devise including chemical weapons on school property or at school sponsored events or activities;
- N.** Engaging in behavior which disrupts a class or school sponsored event or activity;
- O.** Off campus criminal behavior which results in felony charges when the continued presence of the charged student in school poses a danger to persons or property or disrupts the educational process; and
- P.** Any other conduct which is prejudicial to good order or discipline in any school.

Procedures for Suspension

Upon suspension of any student other than for in-school suspensions of one (1) day or less, the principal shall:

- A.** Within twenty-four (24) hours notify the parent/guardian and the Superintendent of Schools or the Superintendent of Schools' designee of:
 1. The suspension, which shall be for a period of no more than ten (10) days;
 2. The cause for the suspension; and
 3. The conditions for readmission, which may include, at the request of either party, a meeting of the parent, student and principal.
 If applicable, the principal shall follow the procedures for sending a student home during the school day.
- B.** If the suspension is for more than five (5) days, the principal shall develop and implement a plan for improving the behavior which shall be made available for review by the Superintendent of Schools upon request.
- C.** If a suspension occurs during the last ten (10) days of any term or semester, the suspended student shall be allowed to take such final examinations or submit such required work as necessary to complete the course of instruction for that semester,

subject to conditions prescribed by the principal or the final action of the Board of Education upon any appeal from an order of a principal continuing a suspension.

- D. A student suspended from one school in the school system cannot enter another school in the system for the duration of the suspension. This does not preclude the principal's assignment of the student to an alternative school.

Special Education Students

~~Prior to the expulsion or suspension for more than ten (10) days of a special education eligible student the IEP team must meet and decide:~~

- ~~1. Whether the offense is a manifestation of the student's disability; and~~
- ~~2. The appropriateness of the student's current placement.~~

~~If the offense is a manifestation of the student's disability, the student may not be expelled or suspended for over ten days, but must be placed in a setting that more appropriately accommodates his needs in relation to the manifested offense.~~

~~If the offense is not a manifestation of the disability, the student will be treated as if they were not a special education eligible student, however the following procedures must be complied with:~~

- ~~1. A functional behavior analysis must be conducted; and~~
- ~~2. Within ten (10) school days the IEP team must develop or revise a behavior intervention plan.~~

~~Upon expulsion or suspension, educational services as determined by the IEP team will be provided. If there is an appeal, placement will be frozen pending the outcome of a due process hearing.~~

- ~~• School officials have the authority to remove a student with a disability to an interim alternate educational setting for not more than forty five (45) school days if the student carries a weapon to or possesses a weapon at school, on school premises or at a school function; knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance at school, on school premises or at a school function; or has inflicted serious bodily injury upon another person while at school, on school premises or at a school function.~~

Discipline of Students with Disabilities

Students with disabilities identified in the Individuals with Disabilities Act (IDEA) and served by an Individualized Education Plan (IEP) will be disciplined in accordance with Federal and State Regulations provided by this act and Johnson City Schools policy. Students with disabilities may not be suspended for more than 10 cumulative days in a school year without appropriate services being provided. Upon expulsion or suspension, educational services will be provided as determined by the IEP team.

Alternative School Program Placement

Terms and conditions for participation in alternative programs will be specified in writing and a student must agree to such terms and conditions prior to admission. The student shall not acquire any right or privilege to participate in any alternative program except as mutually agreed upon by the student and the staff in charge of the program. In order to remain in the program, the student must meet all the terms and conditions imposed. Failure of the student to do so, based upon the judgment of the staff, shall be grounds for termination of participation of the student. Termination of participation shall not entitle the student to enter any other program.

A. Out of School Suspension for Not More Than Ten Days:

A school principal may provide an alternative placement in lieu of out-of-school suspension for not more than ten (10) days. Any student eligible to attend Johnson City Schools who has been suspended, withdrawn, or terminated from the basic educational program may be enrolled in an alternative program as established by the school staff and approved by the Board, but only on terms and conditions specified for that program and only upon the recommendation of the suspending principal.

B. Out of School Suspension for More Than Ten Days (Expulsion) for Students in Grades 1-6 (TCA 49-6-3402):

A school principal may assign a student to an alternative program in lieu of out-of-school suspension for more than ten (10) days (expulsion) on terms and conditions specified for that program.

C. Out of School Suspension for More Than Ten Days (Expulsion) for Students in Grades 7 – 12 (TCA 49-6-3402):

1. Attendance in alternative placement is mandatory for students in grades 7-12 who have been suspended for more than ten (10) days from the regular school program if there is space and staff available.
2. Attendance in alternative program is not mandatory for students in grade 7 – 12 who have been expelled from the regular school program for committing a zero-tolerance offense. The Superintendent of Schools or their designee shall determine whether to assign a student who has been expelled from the regular school program to an alternative placement on a case-by-case basis.

IV. RIGHT TO APPEAL

Procedure for Appeal of In-School Suspension and Out-of-School Suspension for Ten (10) School Days or Less

- A.** The parent, or the student if 18 years old or older, shall file a request, either orally or in writing, for permission to return to the regular classroom, in cases of in-school suspension, or to school, in cases of out-of-school suspension, to the principal as soon as possible, but in no event later than two (2) days after the suspension.
- B.** Upon receipt of the request, the principal shall schedule a meeting with the student and parent(s) to hear reasons for the request.
- C.** The principal shall make a written response to the request. If the student is allowed to return to the classroom or to school, no further action is required. If the student's suspension is upheld, the matter may be appealed to the Superintendent for a review of the appropriateness of the procedures. The authority for in-school suspension or out-of-school suspension of up to and including ten (10) school days lies solely with the principal.

Procedure for appeal of Out-of-School Suspension for More than Ten (10) School Days (Expulsion) or removal to an Alternative Placement for More than Ten (10) School Days

- A.** If a student is suspended for more than ten (10) days or ~~removed~~ **remanded** to an alternative placement for more than ten (10) days the principal must immediately give written notice to the parent and the student of the right to appeal the decision to the Disciplinary Hearing Authority (DHA), which is appointed by the Board of Education.
- B.** All appeals must be filed with the principal, either orally or in writing, within five (5) days of receipt of the notice. Appeals may be filed by the student, the parent, or upon request of the student, by any person holding a teaching license who is employed by the school system.
- C.** When an appeal is filed, the DHA shall hold a hearing no later than ten (10) days after the beginning of the suspension or removal. The DHA shall give written notice of the time and place of the hearing to the parent, the student and the school official designated above who ordered the suspension. Notice shall also be given to any employee referenced above who requests a hearing on behalf of a suspended student. The Superintendent/designee may schedule a different date for the appeal hearing if the student, the principal, or one of the Disciplinary Hearing Officers shows a good and sufficient cause.
- D.** The parent, or the student if 18 years old or older, shall be notified of the DHA's decision by certified letter within five (5) school days following the hearing.

Composition of the Disciplinary Hearing Authority

The DHA is established by the Board of Education to conduct hearings of suspension appeals. The DHA is to consist of three (3) to five (5) members, appointed to a one (1) year term and

subject to reappointment. Each hearing must be conducted by at least three (3) members of the DHA, one of whom must be a principal or assistant principal, but not from the home school of the suspended student. The Superintendent of Schools/designee serves as chairman of the DHA.

The Chairman shall:

- A. Identify the members of the DHA assigned to hear each appeal.
- B. Be available before the hearing to answer questions that a parent or student may have about the proceedings.
- C. Take full charge of the hearing by directing its proceedings and controlling the conduct of all persons present subject to procedural requirements.
- D. Write the DHA's findings of facts and recommendations for action. The Chairman has the authority to delegate this responsibility to another member of the DHA.
- E. Transmit the DHA's written findings and recommendations to the Superintendent, the principal and the parent or the student if 18 years old or older.

No person who was a witness to or has been involved in the investigation of the student's alleged misconduct, or who could be called to give testimony to the DHA, shall serve as a member of the hearing board.

Group Hearings

When multiple students are charged with violating the same rule and have acted in concert and the facts are basically the same for all students, a single hearing may be conducted for them if the Chairman of the DHA believes that the following conditions exist:

- A. A single hearing will not be likely to cause confusion; and
- B. No student will have their interest substantially prejudiced by a group hearing. If, during the hearing, the Chairman finds that a group hearing will prejudice a student's interest, they may order a separate hearing for that student.

Witness Statements

At least two (2) days before an appeal hearing the signed statements of all persons on whose information the charges are based, and any additional information related to the alleged misconduct, shall be available for review in the principal's office. These statements may be examined and copied by the student, parents or any representative, at the student's expense. If the principal receives additional material that will be used at the hearing, they must promptly notify the parent or the student if 18 years old or older and make the material available for review.

The student shall file with the principal, at least two (2) days prior to the hearing, signed statements of any persons who have defensive information that they wish to have considered at the hearing, including the student's own statement if to they wish make one.

All statements must set out, with some particularity, the information known to the persons making them. For example, if a student is charged with consistently failing to follow a teacher's directions, the consistent nature of the failures must be specifically described.

Conduct of the Appeal Hearing

1. Closed Hearing

The appeal hearing shall not be open to the general public. The Superintendent of Schools/designee, the principal/designee, the student, the student's parent(s), the student's representative and any witnesses may attend the hearing. Any of the attendees may give testimony. Upon the request of the Chairman, the principal, the student, the student's parent or the student's representative, witnesses may be excluded from the hearing except when they are giving information or are being questioned by the DHA.

2. Student May Remain Silent

The student may speak in their own defense and may be questioned on their testimony or may choose not to testify. No student shall be threatened with punishment or later punished for refusal to testify.

3. Record of the Hearing

The Chairman shall provide for making a summarized transcript of any information orally presented at the hearing. Statements and other written matter presented to the DHA should be kept on file by the Superintendent.

4. Principal's Presentation of Statements and Records

It shall be the principal's duty to present to the DHA at the hearing the signed statements of all persons known to have information about the student's alleged misconduct. These shall be the same statements that previously have been available to the student in the principal's office and those statements that the student has submitted to that office. Upon the request of the student, the parent, the student's representative or the DHA, the principal shall submit to the DHA the student's record of previous behavior and their academic record. If the principal or the DHA deems it necessary, the information contained in such records shall be explained and interpreted to the DHA by a person trained in their use and interpretation.

5. Use of Witness

The appeal hearing shall consist of a review of the statements and records presented by the principal under section D and any statements or records presented by the student, parent, or student representative in the student's defense. Any written statements from a person not present must be dated and signed by the person making the statement.

6. Examination of Witness

Members of the DHA, the principal, the student, the parent, or the student's representative may question witnesses, the student, or the principal about any matters logically relevant to the charge(s) against the student and the proper disposition of the matter. The Chairman is responsible for limiting unduly long, repetitious, unproductive, or irrelevant questioning.

7. Role of the Parent

The parent should be present at the hearing and shall have an opportunity to make a statement to the DHA regarding their opinion about the proper disposition of the case and to answer

questions. Any statement the parent makes needs not be filed with the principal before the hearing. The parent should be able to advise the student during the hearing. If allowed by section F, the parent may also question any witness.

8. Adult Representative in Addition to Parents

If the parent cannot be present or if the student or their parent thinks the student's interest can be better protected by the presence of an additional adult at the hearing, the student may bring another adult to the hearing. The non-parent adult may act as a representative in the defense of the student and shall have the right to present and question witnesses, make a statement on the nature of the evidence and the proper disposition of the case, and otherwise assist the student. The non-parent adult may be an attorney. If the Chairman thinks the presence of the school board attorney will be helpful at the hearing, they may request the school board attorney's presence.

Disposition of the Case

The DHA shall make a decision on whether the student's due process rights were violated and the appropriateness of the disciplinary action. The DHA may affirm the decision of the principal, order removal of the suspension, unconditionally or upon such terms and conditions as it deems reasonable, assign the student to an alternative program, or suspend the student for a specified period of time. The decision must be based solely on the evidence presented at the hearing and should state substantial findings of fact on which the DHA's decision rests. The determination should explain, in terms of the needs of both the student and the school, the reasons for the particular action taken. The parent shall be notified of the DHA's decision by certified letter within five (5) school days after the hearing. A written record of the proceedings, including a summary of the facts and the reason supporting the decision, shall be made by the DHA.

Appeal of Disciplinary Hearing Authority Decision

The student or principal may appeal within five (5) school days of their receipt of the decision of the DHA, first to the Superintendent of Schools and then to the Board of Education. Absent a timely appeal, the decision will be final.

V. PROCEDURE FOR APPEAL TO SUPERINTENDENT AND BOARD OF EDUCATION

Appeal to the Superintendent

The student or principal may appeal the decision of the DHA to the Superintendent of Schools within five (5) school days. This appeal must be in writing. The Superintendent shall set a date for a review hearing within six (6) school days and notify the student by certified letter of the time and place of the hearing. The appeal to the Superintendent shall be solely on the record of the hearing before the DHA, except for the new evidence which has come to light and may affect the outcome of the appeal. The Superintendent shall notify the student and principal of their decision within five (5) school days. Notice to the student shall be by certified mail.

Appeal to the Board of Education

If a student or principal wishes to appeal the decision of the Superintendent of Schools, the appeal shall be by a letter directed to the Board of Education within five (5) school days of receipt of the decision of the Superintendent. The Board of Education, meeting in regular or special session, and based upon a review of the record, may grant or deny a request for a Board hearing, and may affirm or overturn the decision of the DHA without a hearing, provided the Board may not impose a more severe penalty than that imposed by the DHA without first providing an opportunity for a hearing before the Board. If a hearing is granted, the Chairman of the Board of Education/designee shall, within six (6) school days of the decision to grant a hearing, set a date for a hearing before the Board of Education and shall notify the student and the principal of the date, place, and time that such hearing will be held. Such notice to the student shall be by certified mail. The hearing shall be held within twenty (20) school days from the date of the decision to grant a hearing unless circumstances in the discretion of the Board require a later date. The hearing shall be closed to the public unless the student or student's parent requests in writing within five (5) days after receipt of written notice of the hearing that the hearing be conducted as an open hearing. The hearing will be based on the entire file and record in the matter and such new or additional material evidence as the staff and/or the student and/or their representatives may wish to introduce. The action of the Board of Education shall be final.

VI. MANDATORY ONE-YEAR EXPULSION (ZERO TOLERANCE)

In order to ensure a safe and secure learning environment free of drugs, violence and dangerous weapons, any student who, while on a school bus, on school grounds, or while attending any school event or activity, engages in the following behaviors shall be expelled from school for a period of not less than one (1) calendar year. The Superintendent of Schools has the authority to modify this expulsion requirement on a case-by-case basis. Incidents that result in expulsion for one year are:

- ~~A. Unlawful possession of a narcotic, stimulant, prescription drug or any other controlled substance or legend drug on school grounds or at school sponsored events or activities;~~
- ~~B. Commission of a battery on a teacher, or other school employee; and~~
- ~~C. Possession of a firearm on school grounds or at school sponsored events or activities.~~

- **Unlawful possession of any drug, including any controlled substance, controlled substance analogue, or legend drug on school grounds or at a school-sponsored event.**
- **Commission of aggravated assault or commits an assault that results in bodily injury upon any teacher, principal, administrator, any other employee of an LEA or a school resource officer.**
- **Possession of a firearm on school grounds or at a school sponsored event.**
- **Threatening mass violence, meaning an act which a reasonable person could conclude would lead to serious bodily injury or death of two or more persons, on school property or at a school-related activity.**

A student who has committed an offense which results in a mandatory one (1) year expulsion shall be entitled to ask for a hearing at which time any statements, explanations, evidence, or

excuses for failures will be heard and recorded by the staff. Action of the staff following this hearing shall be final except that a student may request, in writing, a review by the Superintendent. The Superintendent shall decide whether or not to sustain the action of the staff based upon a review of the entire file as presented.

The mandatory one (1) year penalty will be enforced for all violations listed above, including first offenses. Upon a first offense, the student and/or parent on behalf of the student may apply for readmission after thirty days out of school. Upon the second or more offense, the student and/or parent may apply for readmission after sixty days out of school.

Before readmission will be considered, the following conditions must be met:

- A. The student and/or parent seek(s), and the student has received, a psychological evaluation and/or help from an institution accredited to diagnose the need for counseling and/or treatment for alcohol/drug abuse. In cases of drug or alcohol violations, evaluation or assistance must be from a certified drug/alcohol abuse counselor or a counselor approved by the administration.
- B. An authorized official of the accredited institution or organization who is qualified to do so certifies that the student either does not need treatment and/or rehabilitation or has completed a program of treatment and/or rehabilitation and is ready for successful re-entry into the school system. In cases of drug or alcohol violations, certification must be by a certified drug/alcohol abuse counselor.

Requests for all readmissions must be filed, in writing, with the office of the principal. A readmission hearing may be scheduled to consider the request. Consideration will be given to the reasons for the long-term suspension and the length of time the student has been out of the regular school program. The principal will hear from the student and/or parent any evidence or justification in support of readmission and will make a recommendation to the Superintendent regarding readmission.

Upon application for readmission, the principal may take into consideration such factors as previous suspensions, patterns of misconduct, attitudes adversely affecting progress and efficiency of the educational process, and whether readmission is in the best interest of the student in order to accomplish rehabilitation.

School Based Management Alternative to Mandatory Penalty

Upon recommendation by the principal, alternatives to the mandatory penalty may be offered by way of a contract between the school and the student. The parent must be aware of the terms of the contract and encouraged to attend a conference with the student to plan for its implementation, and may be asked to accept some responsibility, along with the student, for seeing that its conditions are met. If conditions of the contract are not met, the mandatory penalty process will be initiated. All alternatives to a mandatory penalty must be approved by the Superintendent of Schools.

Neither the foregoing conditions of the Code of Conduct nor any penalty prescribed therein shall constitute a waiver to the Tennessee Code Annotated to invoke a more severe penalty than herein prescribed, as prescribe in the General Acts of the State of Tennessee, including but not limited to Section 49-2-203 (a), and as the same may be supplemented or amended.

**JOHNSON CITY BOARD OF EDUCATION
JOHNSON CITY PUBLIC SCHOOLS
JOHNSON CITY, TENNESSEE**

~~ADOPTED JANURARY JANUARY 10, 1980~~
Last Amended May 1, 2023

ADOPTED JANUARY 10, 1980
Last Amended April 1, 2024

Notification of Rights under FERPA for Elementary and Secondary Schools

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days after the day the Johnson City Schools receives a request for access.

Parents or eligible students who wish to inspect their child's or their education records should submit to their or their student's school principal a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

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

3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official typically includes a person employed by the school or school district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the school discloses education records without consent to officials of another school or school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by their school to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

FERPA permits the disclosure of PII from students' education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in § 99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, § 99.32 of the FERPA regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student –

- To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in § 99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(3) are met. (§ 99.31(a)(1))
- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of § 99.34. (§ 99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as the State educational agency (SEA) in the parent or eligible student's State. Disclosures under this provision may be made, subject to the requirements of § 99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf, if applicable requirements are met. (§§ 99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary for such purposes as to determine

- eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§ 99.31(a)(4))
- To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a State statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released, subject to § 99.38. (§ 99.31(a)(5))
 - To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction, if applicable requirements are met. (§ 99.31(a)(6))
 - To accrediting organizations to carry out their accrediting functions. (§ 99.31(a)(7))
 - To parents of an eligible student if the student is a dependent for IRS tax purposes. (§ 99.31(a)(8))
 - To comply with a judicial order or lawfully issued subpoena if applicable requirements are met. (§ 99.31(a)(9))
 - To appropriate officials in connection with a health or safety emergency, subject to § 99.36. (§ 99.31(a)(10))
 - Information the school has designated as "directory information" if applicable requirements under § 99.37 are met. (§ 99.31(a)(11))
 - To an agency caseworker or other representative of a State or local child welfare agency or tribal organization who is authorized to access a student's case plan when such agency or organization is legally responsible, in accordance with State or tribal law, for the care and protection of the student in foster care placement. (20 U.S.C. § 1232g(b)(1)(L))
 - To the Secretary of Agriculture or authorized representatives of the Food and Nutrition Service for purposes of conducting program monitoring, evaluations, and performance measurements of programs authorized under the Richard B. Russell National School Lunch Act or the Child Nutrition Act of 1966, under certain conditions. (20 U.S.C. § 1232g(b)(1)(K))

Family Educational Rights and Privacy Act (FERPA) Notice for Directory Information

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that Johnson City Schools, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Johnson City Schools may disclose appropriately designated "directory information" without written consent, unless you have advised the School System to the contrary in accordance with School System procedures. The primary purpose of directory information is to allow ~~the~~ Johnson City Schools ~~System~~ to include information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965, as amended (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

If you do not want Johnson City Schools to disclose any or all of the types of information designated below as directory information from your child's education records without your prior written consent, you must notify the Johnson City School System in writing by ~~September 6, 2023~~ **September 6, 2024**. Johnson City Schools has designated the following information as directory information:

- **Student's name**
- **Address**
- **Telephone listing**
- **Electronic mail address**
- **Photograph**
- **Date and place of birth**
- **Major field of study**
- **Dates of attendance**
- **Grade level**
- **Participation in officially recognized activities and sports**

- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended
- ~~Student ID number, user ID, or other unique personal identifier used to communicate in electronic systems but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user~~
- ~~A student ID number or other unique personal identifier that is displayed on a student ID badge, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user.~~

Johnson City Schools

Technology Responsible Use Agreement

Use of District-Provided Technology Resources:

To ensure that students receive a quality education in an intellectually stimulating environment, it is the goal of the Johnson City Schools to provide all students with access to a variety of technological resources.

Johnson City Schools recognizes that digital information resources help facilitate, inform, measure and sustain improvements in the quality and delivery of education. The creation of a large and varied technological environment demands that technology usage be conducted in legally and ethically appropriate ways consistent with the policies and instructional goals of the Johnson City Schools.

Thus, it is the intention of the Johnson City Schools that all technological resources be used in accordance with any and all school system policies and procedures as well as local, state, and federal laws and/or guidelines governing the usage of technology and its component parts. It is also the intent for these resources to benefit the user while remaining within the bounds of safe, legal, and responsible use. Additionally, it is understood that all students and employees of Johnson City Schools will use the provided technological resources so as not to waste or abuse, interfere with or cause harm to other individuals, institutions, or companies.

Rules for Usage:

The primary goal of the technology environment is to support the educational and instructional endeavors of students and employees of the Johnson City Schools. Use of any and all technological resources is a privilege and not a right. Any violation of the Responsible Use Agreement may result in termination of usage and/or appropriate discipline. **Users have the right to appeal a discipline decision to the site administrator or Superintendent of Schools. All Johnson City Schools students and their parent/guardians and all Johnson City Schools employees must sign this agreement as acknowledgment of receipt of these procedures and policies.**

I. ACCESS:

- A. Any student or employee who accesses the district's network or any device for any purpose agrees to be bound by the terms of the Agreement, even if no signed Agreement is on file.
- B. The use of all Johnson City Schools technological resources is a privilege, not a right, and inappropriate or suspected inappropriate use will result in a cancellation of those privileges pending investigation.
- C. Access to the Internet by students by any means other than the District's network while in a Johnson City School facility is prohibited.
- D. Except at approved locations or as otherwise approved, all devices connected to the Johnson City Schools physical network (a device located at a Johnson City School facility,

either wired or wireless) must be the property of Johnson City Schools. Individuals connecting a personal device to the Johnson City School's network will be required to agree to stated Terms and Conditions and log in with system provided account information. Individuals may use only accounts, files, software, and technological resources that are assigned to them.

- E. Mobile equipment may be taken home or to other locations by staff and by students at designated locations, however the staff and/or student is responsible at all times for the care and appropriate use of the equipment.
- F. Technology equipment is configured for use on the school system network. The Technology Department will not be able to assist with connections to Internet providers outside of the district network.
- G. Students and staff are responsible for securing technology devices when not in use and for returning them in good working condition.
- H. Individuals may not log in to or attempt to log in to the network by using another person's account and/or password or allow any other person to use their password to access the network, electronic mail, or the Internet and must take all reasonable precautions to prevent unauthorized access and use outside of Johnson City Schools.
- I. Individuals identified as a security risk may be denied access to the District's technological resources.

II. PRIVACY:

- A. To maintain network integrity and to ensure the network is being used responsibly, the District Technology Supervisor reserves the right to review files and network communications.
- B. Users should have no expectation of privacy with regards to any data stored, transmitted or accessed on school system resources.
- C. Because communications on the Internet are often public in nature, all users should be careful to maintain appropriate and responsible communications.
- D. The Johnson City Schools cannot guarantee the privacy, security, or confidentiality of any information sent or received via the Internet.
- E. All data, including search histories and email communications, transmitted on school system computers or by means of the school system network are subject to monitoring and may be archived.
- F. Users are encouraged to avoid storing personal and/or private information on the district and/or schools technological resources.
- G. The system-wide technology staff performs routine backups. However, all users are responsible for the backup and storage of any critical files and/or data. Cloud storage drives are available for all users in the district for file storage.

III. COPYRIGHT:

- A. Illegal copies of software may not be created or used on school system equipment.
- B. Any questions about copyright provisions should be directed to the District Technology Supervisor.

- C. The legal and ethical practices of appropriate use of technological resources will be taught to all students in the system (i.e. during lab orientation, network orientation, etc...). Employees shall make reasonable efforts to supervise student use of the Internet during instructional time, to ensure content appropriateness for the student's age and circumstance of use.
- D. Copyright is implied for all information (text, data, and graphics) published on the Internet. Users are prohibited from the reproduction or use of works, including but not limited to documents, pictures, digital recordings, music or graphics, without documented permission.
- E. Duplication of any copyrighted software is prohibited unless specifically allowed for in the license agreement and then should occur only under the supervision and direction of the Technology department. This includes duplicating original music CD's.
- F. For licensed software, it is the responsibility of the purchaser to ensure the correct number of licenses are purchased.
- G. Users should not purchase software for use on or access to District computers or other technological resources without prior consultation with the District Technology staff.

IV. ELECTRONIC MAIL:

- A. Johnson City Schools may provide access to electronic mail for students. Access to instant messaging will not be provided for students. Use of email on school system resources or personal devices used during the school day shall be limited to the school provided email account. Students with network access may not utilize school system resources to establish electronic mail accounts through third-party providers or any other nonstandard electronic mail system.
- B. Johnson City Schools will provide access to electronic mail for all employees.
- C. Access to electronic mail is for employee/student use in educational and instructional settings, should reflect professional standards at all times and may not be used for personal or political gain or sending mass emails.
- D. Personal use of electronic mail for employees is permitted as long as it does not violate Johnson City Schools' policy and/or adversely affect others or the speed of the network.
- E. All data, including e-mail communications, stored or transmitted on school system devices shall be monitored.
- F. Johnson City Schools' electronic mail accounts may not be used for posting or forwarding other user's personal communication without the author's consent.
- G. Electronic mail correspondence may be a public record under the public records law and may be subject to public inspection.

V. INTERNET:

- A. The intent of the Johnson City Schools is to provide access to resources available via the Internet with the understanding that faculty, staff, and students will access and use information that is appropriate for their various curricula.
- B. All school rules and guidelines for appropriate technology usage shall apply to usage of the Internet.

- C. Teachers will screen all Internet resources that will be used in the classroom prior to their introduction.
- D. Students will gain access to the Internet by agreeing to conduct themselves in a considerate and responsible manner and by providing written permission from parents/guardians via this signed agreement.
- E. Students will be allowed to conduct independent research on the Internet upon the receipt of the appropriate permission forms.
- F. Permission is not transferable, and therefore, may not be shared.
- G. Students that are allowed independent access to the Internet will have the capability of accessing material that has not been screened.
- H. Hotspots are not permitted for use inside Johnson City School buildings during the instructional day. Wireless Internet connectivity is provided for all wi-fi capable district-owned devices.
- I. District-owned devices are capable of connecting to and standard wi-fi network for which the user has the appropriate network key or password. The Technology Department does not provide support in connecting to outside services.

VI. INTERNET FILTERING:

- A. Internet access for all users is filtered by a filtering system through one central point, by URL and IP address.
- B. Internet searches are filtered by keyword.
- C. URLs and IP addresses may be added to or deleted from the filtered list by the District Technology staff.
- D. Employees may request a review for override of filtered sites.
- E. Internet safety measures shall be implemented that effectively address the following:
 - 1. Controlling access by students to inappropriate matter on the Internet;
 - 2. Safety and security of students when using any form of direct electronic communications;
 - 3. Preventing unauthorized access, including “hacking” and other unlawful activities by students on-line; and
 - 4. Restricting students’ access to materials that may be inappropriate or harmful to them.
- F. All students will participate in Internet safety training, which is integrated into the District’s instructional program in grades K-12. Schools will use existing avenues of communication to inform parents, grandparents, caregivers, community stakeholders and other interested parties about Internet safety.
- G. The District’s Internet Safety Policy and the Technology Responsible Use Agreement shall be reviewed, annually.

VII. WEB PUBLISHING:

- A. The Johnson City Schools' web server cannot be used for profit, commercial purposes, to express personal opinions, or to editorialize.

- B. All web sites will be reviewed by the District Technology Supervisor or Principal before being added to the Johnson City School's webserver.
- C. The District Technology staff reserve the right to reject all or part of a proposed web page.
- D. Each posted page must include: the school location, date of last update, and an electronic mail address.
- E. All posted work must be of publishable quality with regard to spelling, usage, and mechanics.
- F. All web page authors are responsible for the maintenance of their own pages.
- G. All links should be checked regularly to make sure they are current and working.
- H. Pages that are not updated in a timely fashion, contain inaccurate or inappropriate information, or contain links that do not work will be removed and the author will be notified.
- I. Teacher created web pages stored on a commercial or private server may be a link from a school created web page stored on the Johnson City Schools' web server.
- J. Student pictures and other personally identifiable information should only be used with permission in writing from the parent/guardian of the student involved. No full names should be used-only first name, last initial. No written permission is required for in-school broadcasts (i.e. morning news, announcements, class profiles, etc.)
- K. Student posting of personal information about them self or other students or staff of any kind is prohibited. Personal information includes: home and/or school address, work address, home, cellular and/or school phone numbers, full name, social security number, etc.
- L. No written permission is required to list faculty/staff and their school contact information (phone extension, electronic mail address, etc.)
- M. Consent will be required for posting of any employee photographs.
- N. Infringement of copyright laws and the posting of obscene, pornographic, harassing or threatening materials on web sites are against the law and will subject the responsible party to discipline and/or prosecution.

VIII. PROHIBITED USES:

The following activities are examples of inappropriate activities on any Johnson City Schools network, electronic mail system, or the Internet. This list is not all-inclusive. Anything that would be considered inappropriate in "paper form" is also considered inappropriate in electronic form.

- A. Using another user's password or attempting to find another user's password.
- B. Sharing your own password.
- C. Trespassing in another user's files, folders, home directory or work.
- D. Saving information on ANY network drive or directory other than your personal home directory or a student specified and approved location.
- H. Cyberbullying including harassing, insulting, threatening, or attacking others via technological resources.

- I. Damaging electronic devices or computer networks (this includes changing workstation configurations such as screen savers, backgrounds, printers, BIOS information, preset passwords, etc.)
- J. Accessing inappropriate web sites (sites containing information that is violent, illegal, sexually explicit, racist, etc.)
- K. Sending, displaying, or downloading offensive messages or pictures.
- L. Using obscene, racist, profane, lewd, discriminatory, threatening, or inflammatory language.
- M. Participating in on-line chat rooms or the use of instant messaging without the permission/supervision of an adult staff member.
- N. Posting any false, damaging or libelous information about other people, the school system or other organizations, or impersonating another individual.
- O. Posting any personal information about another person without their written consent.
- P. Broadcasting network messages and/or participating in sending/perpetuating chain letters.
- Q. Violating copyright laws and/or plagiarism of materials.
- R. Use of technology resources to create illegal materials (i.e. fake identification, etc.)
- S. Use of any Johnson City Schools' technology resources for personal gain, commercial or political purpose.
- T. Use of Johnson City Schools' technological resources for purposes of hacking into other local area networks or outside networks or another person's account.
- U. File-sharing or downloading file-sharing programs.
- V. Use of tor browsing, p2p file sharing, VPNs, or attempting to bypass the District's Internet filter.
- T. Participating in any other activity that is detrimental to students, the school, the School District or school employees or officials.

Liability:

Johnson City Schools does not guarantee the reliability of the data connection and does not verify the accuracy of information found on the Internet. Johnson City Schools recognizes that parents of minors are responsible for setting and conveying the standards their children should follow when using information sources. Accordingly, before a student may independently access the Internet, the student's parent must be made aware of the possibility the student could obtain inappropriate material while engaged in independent use of the Internet.



**FROM THE DESK OF KELSEY WALKER, PRINCIPAL
LIBERTY BELL MIDDLE SCHOOL**

February 27th, 2024

To: Dr. Steve Barnett, Superintendent Johnson City Schools
Johnson City School's Board of Education

Liberty Bell Middle School requests permission to transfer \$209.53 to instructional supplies and materials (L71100429). This amount consists of these small balances:

L72410348 \$146.30 (postage)

L72410355 \$60.14 (travel)

L80130 \$3.09 (mathletes)

Your consideration is greatly appreciated.

Respectfully Submitted,



Kelsey Walker, Principal
Liberty Bell Middle School



Tammy L. Pearce, Ed.S.
Supervisor of Student Services

Box 1517 Johnson City, TN 37605 Phone: 423-434-5585 Fax: 423-218-0550
Email: pearcet@jcschools.org

Date: 3/14/2023
TO: Board of Education
FROM: Office of Student Services
RE: Available Spaces for In-Zone Transfers

We would like to recommend the following in-zone transfer spaces for the 2024-2025 school year. This information will be posted on the district website for 14 days beginning April 1, 2024 through April 14, 2024. The open enrollment period will begin on April 15, 2024 and close on May 14, 2024. Criteria used to identify available spaces is included below. Thank you.

1. Grade band average.
2. Individual class size and grade level limits.
3. Potential growth.
4. Actual number of classrooms at each school.
5. Number of teachers.

Transfer Spaces Available for 2024-25 Open Enrollment

School	K	1	2	3	4	5	6	7	8
Cherokee		4	4	8	2	2			
Fairmont				4					
Lake Ridge									
Mountain View									
North Side		4			4				
South Side									
Towne Acres		8							
Woodland									
Indian Trail							8	8	8
Liberty Bell							4	4	4



Tammy L. Pearce, Ed.S.
Supervisor of Student Services

Box 1517 Johnson City, TN 37605 Phone: 423-434-5585 Fax: 423-218-0550
Email: pearcet@jcschools.org

Date: 3/11/2024
TO: Board of Education
FROM: Tuition Department
RE: Tuition Schools for 2024-2025 School Year

The tuition schools for the upcoming 2024-2025 school year will be based on a review of enrollment projections. After reviewing current enrollment numbers and projected enrollment for the upcoming year, **Science Hill High School** will accept new tuition students. The application will be available on the district website beginning April 1, 2024.

A recommendation will be made at the June 3rd Board meeting regarding which elementary and middle schools that will accept tuition for the 2024-2025 school year. Once the in-zone transfer open enrollment window closes and transfer placements are approved, we will once again review numbers in grades K-8 to determine space available for accepting tuition students for the 2024-25 school year in elementary and middle schools. Application for those schools will open on June 4, 2024.

The following information is only applicable to children of employees of Johnson City Schools: If the new tuition student is the child of an employee within the school system the new tuition student may attend the school in which the parent is an employee (TCA § 49-6-3113).

If the parent teaches at Indian Trail, the new elementary student will attend Fairmont Elementary School, which is a feeder school for Indian Trail Middle, as a new tuition student. If the parent teaches at Liberty Bell Middle, the new elementary student will attend Woodland Elementary School, which is a feeder school for Liberty Bell Middle, as a new tuition student. If the parent teaches at Science Hill High School, the new tuition student will attend either Fairmont or Woodland Elementary School or Liberty Bell or Indian Trail Middle School, depending upon class sizes and student enrollment numbers.

July 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	H	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23			26
27	Curr Prof Devel	TECH ACAD	AD	IS		

August 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					AD	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	H	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	TPC	23	24	25	26	27
28	29	30				

October 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3★	4
5	FB	FB	FB	FB	FB	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	V	H	V	29
30						

December 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19★	20
21	V	V	V	H	V	27
28	V	V	V			



Johnson City Schools 2025-2026

	New Teachers In-service
AD	Administrative Day
IS	In-service Day for all teachers. 4 additional in-service days will be planned, outside the school calendar, at the school level.
	Student ½ Day Dismissal times: Elementary 11:30 am Middle 11:00 am High School 11:00 am
	Student Day
EL	Election Day-Washington County Primary. No school for students. Optional In-Service Day for teachers who have not completed required hours.
H	Holiday for students and staff
FB	Fall Break
★	End of nine-week term
SB	Spring Break
V	Vacation
TPC	Teacher/Parent Conference Day (not a student day; appointments vary by school)
	1 snow day is built into the calendar.

January 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				H	V	3
4	AD	6	7	8	9	10
11	12	13	14	15	16	17
18	H	20	21	22	23	24
25	26	27	28	29	30	31

February 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8		10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6★	7
8	9	10	11	12	13	14
15	SB	SB	SB	SB	SB	21
22	23	24	25	26	27	28
29	30	31				

April 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	V	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	EL	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22★	AD
24	25	26	27	28	29	30
31						

June 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Johnson City Board of Education

Monitoring: Review Annually, in November	School Support Organizations	Descriptor 2.404	Issue Date 12/2/2008
		Rescinds 4.503	Issued 6/2/2008

1 Only a group or organization that has entered into a written cooperative agreement with the Board **of**
2 **Education** may use the name, mascot or logo of a school or the school district to solicit or raise money,
3 materials, property, securities, services, or other things of value.¹
4

5 A civic organization operating concessions or parking at school-sponsored events is not a school support
6 organization subject to this policy.
7

8 **REPORTING AND RECORDS**

9
10 The Superintendent or the Superintendent's designee shall annually post a list of organizations that are
11 recognized as school support organizations on the school district's web site.
12

13 Any forms, annual reports, or financial statements submitted shall be open to public inspection as a public
14 record.
15

16 **PROCEDURES**

17
18 The Superintendent shall create procedures to oversee the relationship between the Board and any school
19 support organization. These procedures shall include, at a minimum, the following:
20

- 21 1. Any agreement between the Board and a school support organization shall be in writing and signed by
22 the Superintendent or the Superintendent's designee and an authorized agent of the school support
23 organization seeking authorization. This agreement shall contain, at a minimum, the following
24 provisions:
25
 - 26 a. An agreement to abide by any policies and procedures regarding school support organizations;
 - 27 b. An agreement to indemnify the Board, the Superintendent and all other agents of the local
28 education agency for the actions of the school support organization; and
 - 29 c. An agreement to maintain an adequate comprehensive liability insurance policy that names the
30 Johnson City School System as an additional insured.
- 31 2. Prior to entering into any agreement, a school support organization shall submit the following to the
32 Superintendent or the Superintendent's designee:
33
 - 34 a. Documentation confirming the school support organization's status as a nonprofit organization,
35 foundation, or a chartered member of a nonprofit organization or foundation;
 - 36 b. A written statement of the goals and objectives of the group or organization;
 - 37 c. The principal contact telephone and address, as well as the telephone number, address, and
38
39
40
41
42

1 position of each officer of the group or organization; and,

2
3 d. A copy of the school support organization's written policy specifying reasonable procedures
4 for accounting, controlling, and safeguarding any money, materials, property, securities,
5 services, or other things of value collected or disbursed by it.

6
7 3. The Superintendent shall designate a date prior to the beginning of the regular school year for the
8 school support organization to submit a form to the Superintendent or the Superintendent's designee
9 which verifies the information previously provided by the school support organization is correct or, if
10 the information is no longer correct, that date shall be the deadline for any corrections.

11
12 **4. The school support organization will participate in annual training on all Federal, State and**
13 **local laws, ordinances, regulations, and Board policies regarding the operation of the**
14 **organization.**

15
16 ~~4-5.~~ The school support organization shall abide by all applicable Federal, State and local laws, ordinances,
17 regulations and Board of Education policies in its activities.

18
19 ~~5-6.~~ The school support organization shall maintain a copy of its charter, bylaws, minutes, and
20 documentation of its recognition as a nonprofit organization.

21
22 ~~6-7.~~ The school support organization shall maintain financial records for a period of at least four (4) years.

23
24 ~~7-8.~~ The school support organization shall operate within the applicable standards and guidelines set by a
25 related state association, if applicable, and shall not promote, encourage or acquiesce in any violation
26 of student or team eligibility requirements, conduct codes or sportsmanship standards.

27
28 ~~8-9.~~ The school support organization's officers shall ensure that school support organization funds are
29 safeguarded and are spent only for purposes related to the stated goals and objectives of the
30 organization.

31
32 ~~9-10.~~ The school support organization shall obtain the approval of the Superintendent or the
33 Superintendent's designee before undertaking any fundraising activity. The Superintendent or the
34 Superintendent's designee shall consider, at a minimum, the following when approving or denying a
35 request by a school support organization to engage in a fundraising activity:

36
37 a. Whether the fundraising activity, as scheduled, conflicts with the fundraising activity of the
38 school district or an individual school within that district; and,

39
40 b. Whether the fundraising activity is consistent with the goals and mission of the school or
41 school district.

42
43 ~~10-11.~~ The school support organization shall provide access to all books, records, and bank account
44 information for the school support organization to officials of the local school board, local school
45 principal, or auditors of the office of the comptroller of the treasury upon request. In order for the
46 Board of Education, including any school, to accept monetary contributions in an amount greater than
47 \$15,000 per year from a school support organization the organization must conduct a full financial
48 review of all books and records relating to finances once each year by a public accountant or public
49 accounting firm or a committee of members versed in accounting procedures and supply a financial
50 statement to the Board and to their members. Such auditors or committee members may not be related
51 to the treasurer of the school support organization;

~~11~~12. A school representative cannot act as a treasurer or bookkeeper for a school support organization, or be a signatory on the checks for a school support organization. A majority of the voting members of any school support organization board should not be composed of school representatives.

~~12~~13. The school support organization must clearly indicate that any activity undertaken by such organization is not sponsored by the System or any school and supervise any organization activity.

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

OPERATION OF A SCHOOL BOOKSTORE

The principal of a school may enter into an agreement with a recognized school support organization for the operation of a bookstore located on school grounds, which makes direct sales to students and faculty, pursuant to procedures promulgated by the Superintendent. These procedures shall provide, at a minimum, the following:

1. One hundred percent (100%) of the profits of the operation of the bookstore are used for support of the school; and
2. The school support organization provides the school with the relevant collection documentation that would have been required pursuant to the provisions of the manual produced under TCA 49-2-110 for student activity funds.

The Superintendent may provide such other procedures and forms as he deems necessary.

CONCESSIONS AND PARKING

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

Contracts Between the Board of Education and school support organization

1. A school support organization may contract with the System to fund curriculum-based classes. These classes may be scheduled during such times at the Superintendent deems appropriate for student benefit. Such classes may not be a replacement for services currently provided by any school employee. Such classes can be scheduled during normal school hours for activities that are not available after school, are not funded by the System's budget and are an enhancement to current programs. Funds for such classes must be paid to the System and must be in an amount sufficient to cover salaries for staffing and any other needs related to the class. The school support organization that funds such classes will be allowed to have a representative participate in the hiring of any staff needed for the class and will be allowed to participate in the design of curriculum, if necessary. Any staff hired pursuant to this provision will be subject to the same policies and procedures as other similarly situated staff.
2. The school support organization may contract with professional individuals through personal services contracts approved by the Superintendent of Schools for the staff hired to provide enhancement. The

Board will not be responsible for the compensation of any staff or the payment of any sums under such personal services contracts and the Superintendent of Schools will have final authority to terminate such personal services contracts.

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Legal References

- 1. TCA 49-2-601, et seq

Cross References

- Use of Copyrighted Materials, Mascots and Logos
4.404

Johnson City Board of Education

Monitoring: Review Annually, in January	Commercial Crime Insurance	Descriptor 2.600	Issue Date 2/5/2007
		Rescinds 2.600	Issued 5/1/2006

1 **Johnson City** School system employees with direct access or signature authority to available school system
2 funds shall be covered by a Commercial Crime Insurance Policy purchased by the system.¹ Coverage shall be
3 for a minimum of \$200,000.
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19 Legal References:

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21 1. TCA 8-19-101 through 103; TCA 49-2-110(a)(1)
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Johnson City Board of Education

Monitoring: Review Annually, in January	Accounting System	Descriptor 2.700	Issue Date 4/3/2023
		Rescinds 2.700	Issued 2/7/2017

1
2 **CENTRAL OFFICE**

3
4 The Superintendent of Schools shall maintain a system of accounting, arranged according to the regulations
5 prescribed by the Commissioner of Education, which provide a detailed and accurate account of all receipts
6 and disbursements of the schools.¹

7
8 **GENERAL FUNDS**

9
10 Through appropriations by the City Commission, the school system annually receives budgeted funds for
11 operation purposes. Those funds shall be accounted for in accordance with the City of Johnson City Finance
12 Department Regulations and in accordance with the State of Tennessee finance accounting codes. The
13 Annual Public School Financial Report shall be filed and certified in accordance with Department of
14 Education regulations and submitted to the State.

15
16 All school accounts shall be audited on an annual basis by an independent auditor selected by the City. The
17 auditor shall be required to provide to the Board of Education a detailed breakdown of audit adjustments.
18 When administering the budget, the Superintendent of Schools shall strive to hold expenditures within the
19 budgeted amounts thus making the actual financial report comply as much as possible with the budget which
20 was approved by the Johnson City Board of Education. The total budgeted amount shall not be exceeded
21 without the approval of an amended budget by the Board and the City Commission. The undesignated fund
22 balance cannot be expended without prior approval of the Board.

23
24 **FEDERAL FUNDS**

25
26 Each individual federal fund will have a supervisor appointed by the Superintendent of Schools. That
27 supervisor will be responsible for assuring that the fund is administered according to the following:

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29
1. Fund application as approved;
 2. Purchasing procedures of the Johnson City School System;
 3. Expense accounts not exceeding the federal funds budgeted;
 4. The Federal Government Educational Department of General Administrative Regulations; and
 5. Year-end completion reports completed accurately and submitted in a timely manner.
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35 **INTERNAL ACTIVITY FUNDS**

36
37 The Board authorizes each respective school under its jurisdiction to receive activity and other internal
38 funds, such as athletic ticket money, school lunch funds and school class funds.²

39
40 The Board shall hold each principal responsible for the management of all internal accounts under his
41 jurisdiction in accordance with the *Tennessee Internal School Funds Uniform Accounting Policy Manual*.³
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Legal References:

1. TCA 49-2-301(b)(1)(D);TCA 49-3-316(a)(1)
2. TCA 49-2-110(a)
3. TCA 49-2-110(c) and (d)

Cross References:

- Petty Cash 2.801
Student Activity Funds Management 2.900
Expenditure of Funds 2.800

Johnson City Board of Education

Monitoring: Review Annually, in January	Financial Reports and Records	Descriptor 2.701	Issue Date 4/6/2015
		Rescinds 2.701	Issued 4/3/2006

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The Executive Committee shall submit to the Board of Education at each regular Board meeting a report of all business transacted since the last regular meeting.¹

A report indicating all receipts and expenditures of the General Purpose School Fund will be given no less often than quarterly to the City Commission.² Each report will show the amount of the annual appropriation, the amount expended by account to date, the amount encumbered and the free balance in each account.

The Superintendent of Schools shall submit monthly financial reports to the Board and to state and federal agencies as required.³ The reports shall include current expenditures, encumbrances and financial status as related to the approved budget for the year.

Each principal shall complete and post at the end of each calendar month the receipts, expenditures and cash balance of all accounts under his jurisdiction and make them available to the Superintendent of Schools. These reports shall be made available to the Board at its request.

Legal References:

1. TCA 49-2-206(b)(5)
2. TCA 49-2-301(b)(1)(S)
3. TCA 49-2-301(b)(1)(V)and (W)

Cross Reference:

School Board Records 1.407

Johnson City Board of Education

Monitoring: Review Annually, in January	Inventories	Descriptor 2.702	Issue Date 4/3/2023
		Rescinds 2.702	Issued 10/6/2008

The Superintendent of Schools shall establish an accurate inventory procedure for all school real and personal (e.g., material and equipment) property, and this **inventory management** system shall be implemented at each school facility. Equipment is defined as all tangible personal property (machinery, tools, furniture, vehicles and other apparatus) with a unit cost of \$500.00 or more and a minimum useful life expectancy of one year. Administrative personnel shall ensure that a physical count of all such property is taken at the end of each school year, and this inventory shall be properly entered on the appropriate records for accounting purposes.¹

Each school shall maintain a complete inventory of text books and library materials ~~with a duplicate maintained in the central office~~ and enter into the school system's inventory management system.

The annual inventories will be conducted at the end of each school year in accordance with the following criteria:

1. EQUIPMENT AND TEXTBOOKS

One hundred percent (100%) inventory will be conducted on the following categories:

- a. All **capital assets and sensitive minor** equipment ~~purchased with a value~~ as established in the ~~Tennessee~~ Internal School **Funds** Manual.
- b. ALL textbooks.
- c. Other items of lesser value at the principal's discretions.

2. MEDIA CENTERS

Media center materials and supplies will have a **physical inventory of** at least a twenty percent (20%) inventory annually with a one hundred percent (100%) inventory every FIVE years.

3. FURNITURE

An inventory of furniture (desks, tables, chairs, etc.) and other fixtures shall be maintained for insurance purposes. This inventory shall be updated annually by principals/administrators/designees.

EQUIPMENT PROCURED WITH FEDERAL DOLLARS

The Superintendent shall establish procedures for administrators to follow which meet all federal accountability guidelines, including guidelines for the purchasing, inventorying, security and disposition of all equipment purchased with federal funds.²

Legal Reference:

1. ~~Tennessee Internal School Funds Uniform Accounting Policy Manual~~; Section 4-13 21
2. EDGAR 43 Subtitle A Part 80.334; CFR 80.3-522

Johnson City Board of Education

Monitoring: Review Annually, in January	Audits	Descriptor 2.703	Issue Date 1/4/2018
		Rescinds 2.703	Issued 4/5/2016

An audit of all fiscal accounts, including accounts and records of all school student activity funds, shall be made by a certified public accountant following the end of each fiscal year.¹ A Request For Proposal for audit services shall be obtained every five (5) years or as otherwise directed by the Board of Education.

Internal activity funds shall be audited in accordance with the ~~Tennessee~~ Internal School **Funds Financial Accounting** Manual as a separate audit from the General Purpose School Fund Account. Based upon the recommendation of the Executive Committee, a contract for the audit shall be negotiated with estimated costs and approved by the Board of Education on an annual basis.

Appropriated school funds shall be audited in accordance with State and Federal Regulations pertaining to use of State and Federal Funds. The school department section of the city audit is the official appropriated fund audit. The cafeteria funds and the special grant federal funds shall be audited as separate funds in the city audit.

The Superintendent of Schools shall furnish or make copies of the audit available to the proper authorities as prescribed by law.²

The Board of Education shall review all audits annually, in accordance with the ~~Tennessee~~ Internal School **Funds Financial** Manual and shall approve or reject all official audits.

When a personnel change occurs in an administrative position during the fiscal year and the position is responsible for the expenditure of funds, an internal audit of accounts involved shall be conducted. The internal audit shall be as extensive as the Board may direct.

AUDIT FINDINGS³

A corrective action plan shall be developed to address any findings on the annual audit. The plan shall include the following:

1. Name(s) of the individual responsible for implementing the plan;
2. The correct action taken or planned; and
3. Anticipated completion date.

The plan shall be submitted to the Office of the Comptroller of the Treasury

Legal References:

1. TCA 49-2-112(a)(1); TCA 49-2-110(a); TCA 6-36-112
2. TCA 49-2-112(d)(2); TRR/MS 0520-1-.13(3)(d)
3. Public Acts of 2017, Pub Chp. 383

Cross References:

- Student Activity Fund Management 2.900
Student Solicitations/Fund-Raising 6.701

Johnson City Board of Education

Monitoring: Review Annually, in January	Expenditure of Funds	Descriptor 2.800	Issue Date 4/4/2022
		Rescinds 2.800	Issued 2/2/2009

1 *Central Office*

2
3 All expenditures shall be approved by the Board **of Education**. No expenditure may be authorized or made
4 which exceeds the appropriation for any fund of the budget as adopted or amended. Employees of this system
5 will not create or authorize creation of a deficit in any fund. Expenditures or encumbrances will not be
6 authorized, made or incurred in excess of any fund balance. Line item changes within a major category of an
7 approved budget do not require Board approval.

8
9 *Individual Schools*

10
11 Internal activity funds shall not be expended without written approval by the principal or designee. All such
12 expenses shall be in accordance with the *Tennessee Internal School Funds Uniform Accounting Policy*
13 *Manual*. Restricted account expenditures require the account sponsor's approval prior to expense. No checks
14 will be written to employees from the internal school activity fund account except as a reimbursement for
15 adequately documented expenses. Any supplemental compensation owed to the Board for extracurricular
16 activities must be processed through the Superintendent of Schools' office in the same manner as salary and
17 other payroll payments. The Board will invoice the school for reimbursement. Substitute teachers' salaries
18 related to restricted class and club accounts will be paid by the Board and shall be reimbursed by the school
19 from the appropriate class or club account.¹ Negative balance accounts are not authorized.

20
21 Employees who authorize or contract for any obligation in violation of this policy shall assume personal
22 responsibility for the payment of the obligation, shall be subject to dismissal from employment and shall be
23 subject to applicable civil and criminal proceedings. Any obligation, authorization for expenditure or
24 expenditure made in violation of the law and this policy shall be illegal and void.²

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34 Legal Reference:

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36 1. *Tennessee Internal School Funds Uniform Accounting*
37 *Policy Manual*, Section 5-22 **18**
38 2. *Tennessee Internal School Funds Uniform Accounting*
39 *Policy Manual*, Section 5-17 **14**

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- Cross Reference:
Line Item Transfer 2.201
Purchasing 2.805

Johnson City Board of Education

Monitoring: Review Annually, in January	Salary Deductions	Descriptor 2.803	Issue Date 5/7/2018
		Rescinds 2.803	Issued 4/14/2014

1 The Board **of Education** shall approve all payroll deduction categories. Upon appropriate written
2 authorization, the Director of Finance shall make deductions from the salary of the employee.

3
4 Tax-sheltered annuity deductions will be made only after the employee and annuity company representative
5 complete appropriate School System Forms.

6
7 An employee may change or terminate any salary deduction by following the procedures set by the Finance
8 Department. Changes to deductions for pre-tax items must meet IRS regulations.

9
10 It may take up to one calendar month for changes to deductions to become effective.
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32 Cross Reference:

33 Insurance Management 3.600

34 **Tuition 2.400**
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Johnson City Board of Education

Monitoring: Review Annually, in January	Travel Expenses and Reimbursements	Descriptor 2.804	Issue Date 1/6/2014
		Rescinds 2.804	Issued 2/2/2009

1 The Superintendent of Schools shall develop appropriate procedures for reimbursement.

2 3 **SCHOOL PERSONNEL**

4
5 School personnel who incur expenses in carrying out their authorized duties will be reimbursed upon
6 submission of an approved request for reimbursement and supporting receipts.

7
8 Expenses for travel will be reimbursed when the travel has the authorization of the Superintendent of Schools
9 and/or the appropriate supervisor. The federal programs supervisor must approve expenses paid under federal
10 programs.

11
12 Reimbursement for travel paid by grant programs will be reimbursed at the rates required by such grant. The
13 grant supervisor must approve expenses paid under grant programs.

14 15 **BOARD OF EDUCATION MEMBERS**

16
17 The members of the Board shall be paid for transportation, lodging, meals and other pertinent expenses
18 when traveling on business for the Board. Salary and other benefits shall be determined by the local
19 funding body.¹ Attendance at conventions or other educational meetings or travel for other school
20 purposes shall be authorized by the Board.² No expenses are paid to attend in-district Board meetings.

21
22 Expenses shall be submitted to the Superintendent of Schools' office within thirty (30) days of the date of
23 completion of such travel.

24 25 26 27 28 29 30 31 32 33 34 --- Legal References:

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36 1. TCA 49-2-202(d)
37 2. TCA 49-2-2001
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Johnson City Board of Education

Monitoring: Review Annually, in January	Bids and Quotations	Descriptor 2.806	Issue Date 4/3/2023
		Rescinds 2.806	Issued 4/13/2020

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All purchases of supplies, materials, equipment, and contractual services of fifty thousand dollars (\$50,000) or more, including those of individual schools, shall be based on sealed competitive bids.¹ These bids shall be solicited by advertisement in a newspaper of general circulation in the district and by publication on the Internet. However, said newspaper advertisement and Internet publication may be waived by the purchasing agent in an emergency.² The purchasing agent shall advertise for bids and receive quotations. The ~~principal~~ **City of Johnson City's purchasing department** shall serve as purchasing agent ~~in each school~~.

Purchases between the amounts of twenty thousand (\$20,000) and forty-nine thousand nine hundred ninety nine (\$49,999) dollars will be solicited by the ~~e~~**City of Johnson City** purchasing department.

All purchases of less than twenty thousand dollars (\$20,000), including those of individual schools, may be made in the open market without newspaper notice, but shall, whenever possible, be based on at least three (3) competitive bids. Written quotes shall be obtained for purchases between four thousand dollars (\$4,000) and nineteen thousand nine hundred ninety nine dollars and ninety nine cents (\$19,999).

The lowest and best bid shall be accepted. The Board **of Education** reserves the right to reject any or all bids or any part of any bid and, if applicable, to accept that bid which is best as evidenced by reasons relative to the purpose of the purchase.³ Any bid may be withdrawn prior to the scheduled time for the opening of bids. Any bid received after the time and date specified shall not be considered.

The bidder to whom the award is made may be required to enter into a written contract.

The practice of splitting an order or dividing items to be purchased in order to avoid the use of bidding or other purchasing procedures is prohibited.

Contracts for legal services, educational consultants, and similar services by professional persons shall not be based upon competitive bids but shall be awarded on the basis of recognized competence and integrity.⁴

Legal References:

1. TCA 49-2-203(a)(3)
2. TCA 49-2-203(a)(3)(A)-(C); TCA 49-2-206(b)(2)
3. TCA 49-2-203 (a)(D)(c)
4. TCA 12-3-1209; TCA 12-4-107
5. TCA 29-20-407

Cross References:

- Purchases 2.805
- Consultants 1.303
- Conflict of Interest 5.601

Johnson City Board of Education

Monitoring: Review Annually, in January	Student Activity Funds Management	Descriptor 2.900	Issue Date 7/1/2002
		Rescinds 2.900	Issued 7/1/2000

Individual Schools

The activity funds of each school shall include athletic and student organization funds and any other fund belonging to any student group, class, or activity.

Whatever the source, all student activity funds shall be under the jurisdiction of the Board **of Education** and under the specific control of the school principal. Contracts with fund-raising agencies must comply with board policy and be approved in writing by the Superintendent of Schools or designee.

Principals and/or sponsors who knowingly authorize/allow unapproved fund-raising activities shall be subject to disciplinary action.⁺

Student activity funds shall be deposited in respective school activity accounts. Proper records of receipts and disbursements shall be maintained in accordance with the *Tennessee Internal School Uniform Accounting Policy Funds Manual*.²

Revenue raised for specific purposes must be expended for that purpose, unless otherwise authorized in writing by both the activity group sponsor and the principal.³

An annual audit of the account and records of all student activity funds shall be conducted as a part of the audit of all other district funds.⁴

Any unencumbered class or activity funds automatically revert to the general activity fund of the school when a class graduates or an activity is discontinued.

Funds derived from activities sponsored by parent-teacher associations, parent-teacher organizations or other support organizations are not subject to this policy, unless such funds are in sole custody of the school.⁵

Legal References:

1. TCA 49-2-110(c)(d)
2. *Tennessee-Internal School Uniform Accounting Policy Funds Manual*; Section 4-2624
3. *Tennessee-Internal School Uniform Accounting Policy Manual*; Section 5-2514
4. TCA 49-2-112(a)
5. TCA 49-2-110(e)

Cross References:

- Parent Organizations/Booster Clubs 4.503
- Student Solicitations/Fund-Raising 6.701
- Vendor Relations 2.809

Johnson City Board of Education

Monitoring: Review Annually, in November	Educational Research	Descriptor 4.210	Issue Date 3/7/2011
		Rescinds 4.210	Issued 1/2/2006

The Johnson City School System is supportive of the development of new educational knowledge through research within the local school community. The Johnson City Schools shall cooperate to the extent possible with colleges, universities, and other agencies in promoting educational research. The Superintendent of Schools shall develop administrative procedures for approving requests for educational research projects.

Any research project must be well planned and supervised to provide the least interruption possible to the instructional program.

The Superintendent of Schools must give final approval prior to the initiation of any research project.

Any research proposal must meet the following criteria in order to be considered for approval.

1. The research should be designed so that it can be expected to produce valid and reliable results.
2. The research shall be of a nature to expect a result that will be of value to the improvement of education.
3. The research may not materially interrupt or disrupt the work of students, teachers or other employees.
4. The research shall have the approval of the appropriate college, university or agency supervising the research.
5. Prior permission of research subjects is required.
6. Detailed proposal must be submitted identifying the nature of the research, the research subjects (i.e. students or employees), the research method, and use of the results.
7. Confidentiality of subjects must be maintained at all times.
8. Questionnaires, surveys, and/or interview questions must be submitted for review in advance of distribution and must not include items which invade the areas of personal rights.

If it is determined that students are the requested subjects of the educational research, Johnson City Schools will follow the administrative procedures outlined in Johnson City Board policy 6.4001.

Legal References:

Cross References:

Student Surveys, Analyses, and Evaluations 6.4001

Johnson City Board of Education

Monitoring: Review Annually, in April	Student Educational Programs	Descriptor 6.100	Issued Date 4/4/2022
		Rescinds 6.100	Issued Date 4/5/2021

In order to establish an environment conducive to learning for each student, the Board **of Education** establishes the following goals for the system’s educational programs:

1. To assure all students the same educational opportunities and learning environment regardless of race, color, creed, religion, ethnic origin, sex, gender, sexual orientation or disabilities;¹
2. To protect and observe the legal rights of students;
3. To enhance the self-image of each student by helping them feel respected and worthy through a learning environment which provides positive encouragement for frequent success;
4. To provide an environment in which students can learn personal and civic responsibility for their actions through meaningful experiences as school citizens;
5. To ~~deal with students in matters of~~ **manage matters of student** discipline in a fair, consistent and constructive manner;
6. To provide for the safety, health and welfare of students;
7. To promote regular attendance and excellence in work; and
8. To prepare students to be healthy, productive citizens.

Legal Reference:

1. 20 U.S.C. § 1703

Cross References:

- School District Goals & Objectives 1.700
- Instructional Goals & Objectives 4.100
- Discrimination/Harassment 6.304

Johnson City Board of Education

Monitoring: Review Annually, in April	Compulsory Attendance Ages	Descriptor 6.201	Issued Date 4/4/2022
		Rescinds 6.201	Issued 4/5/2021

Children between the ages of six (6) and seventeen (17) years, both inclusive, must attend a public or private school.¹ A parent or legal custodian who believes that their child is not ready to attend school at the designated age of mandatory attendance may make application to the principal of the public school which the child would attend for a one year deferral in required attendance. Any such deferral shall be reported to the Superintendent of Schools by the principal.² Under certain circumstances the Board **of Education** may temporarily excuse students from complying with the provisions of the compulsory attendance law.³

Any child residing within the city of Johnson City, who will be five (5) years of age on or before August 15 and who makes application for admission shall be enrolled in the school designated by the Board.⁴

If a child turns five (5) years of age after August 15th or on or before September 30, such child's parent or legal guardian may request that the child be admitted into kindergarten. Upon a request, the Superintendent of Schools/designee shall administer an evaluation and examination. If the results indicate that the child is sufficiently mature emotionally and academically, then the child may be enrolled in kindergarten. The Superintendent of Schools shall develop procedures and forms to implement the provisions of this policy.

No child shall be eligible to enter first grade without having attended an approved kindergarten program or unless otherwise provided by law.⁵

A child entering a special education program shall be no less than three (3) years of age.⁶

A person eighteen (18) years of age or older who applies for admission must have the application approved by the principal and Superintendent of Schools when:

1. The applicant fails to enroll within thirty (30) calendar days after school officially starts; or
2. The applicant has dropped out of school and wants to re-enter.

The compulsory attendance law shall not apply to the following:³

1. A student who has received a diploma or other certificate of graduation;
2. A student who is enrolled and making satisfactory progress in a course leading to a GED; or
3. A student enrolled in a home school who has reached the age of seventeen (17).

Legal References:

1. TCA 49-6-3001(c)(1);
Covell v. State (1920), 143 Tenn. 571, 227 S.W. 41
2. TCA 49-6-3001(c)(5)
3. TCA 49-6-3005
4. TCA 49-6-3001(a); TCA 49-6-3001(b)(1)
5. TCA 49-6-201(3); TCA 49-6-201(9)(d); TRR/MS 0520-1-3-.03(10)(a)
6. 20 U.S.C. Sec. 5. 1400-1485

Cross References:

- Special Education Program 4.202
- Adult Education Program 4.208
- Special Education Students 6.500
- School Admissions 6.203

Johnson City Board of Education

Monitoring: Review Annually, in April	Home Schools	Descriptor 6.202	Issued Date 4/3/2023
		Rescinds 6.202	Issued 4/4/2022

A "home school" is a school conducted or directed by parent(s) for their own children. Home schools which teach K-12 where the parents are associated with and students are enrolled in a church-related schools (*as defined by TCA §49-50-801*); which are supervised by such organization; and which administer or offer standardized achievement tests at the same time tests are given in their regular day schools are exempt from the following provisions, but must follow procedures issued by the State Department of Education.¹

A parent wishing to conduct a home school shall meet the following requirements:

1. Provide notice to the Superintendent of Schools each school year of the intent to conduct a home school;
2. Submit to the Superintendent of Schools the name, age, grade level of children involved, location of the school, curriculum to be offered, proposed hours of instruction, qualifications of the parent/teacher, and a description of the courses to be taught each year;
3. Maintain attendance records, subject to inspection of the local Superintendent of Schools;
4. Submit attendance records to the Superintendent of Schools at the end of each school year;
5. Provide instruction for at least four (4) hours per day for the same number of instructional days as are required by state law for public schools;
6. Possess a high school diploma or GED, HISET or pass a high school equivalency test in order to conduct a home school.
7. Cooperate in the administration to home school students of appropriate tests as determined by the Commissioner of Education, their designee or by a professional testing service;
8. Take action, including remediation, according to state law if home school student falls behind appropriate grade level;
9. Submit proof to the Superintendent of Schools that the home school student has been vaccinated as required by law;
10. Submit proof to the Superintendent of Schools that other health services and examinations as required by law have been received by the home school student; and
11. In the event of illness or inadequacy of the home school parent-teacher to teach a specific subject, engage a tutor having the same qualifications as required of parent/teacher.

1 If one or more of these requirements are not met, the Board **of Education** authorizes the Superintendent of
2 Schools to take
3 formal action to bring the child into compliance with the Compulsory Attendance Law (until the child
4 has reached age 17), either in the home school or in a public, private or church-related school.

5
6 Johnson City school facilities shall be available for the instruction of home school students only when *all* of
7 the following conditions exist:

- 8
9 1. Special needs courses are being taught which require services unavailable to the home school
10 student and these services cannot be provided through any means other than the public schools;
- 11
12 2. Requests for services are made known by the home school parent when notice is given to the
13 Superintendent of Schools of the intent to conduct a home school;
- 14
15 3. The Superintendent of Schools investigates the request and makes recommendations to the
16 Board;
- 17
18 4.. No overcrowding, additional expenses, including providing of transportation or other special
19 situations which interfere with the normal operation of the school system, shall be incurred; and
20
- 21 5. Approval by the Board on a case-by-case basis.
22

23 The Superintendent of Schools, through the attendance supervisor, shall have the attendance records of the
24 home school inspected at the end of each school year in order to provide assistance in implementing the
25 Compulsory Attendance Law.
26

27 ~~If a home school student falls more than one (1) year behind his appropriate grade level in their compre-~~
28 ~~hensive test score for two (2) consecutive tests, and if a certified teacher licensed to teach at the student's~~
29 ~~grade level determines through appropriate means that the student is not learning disabled, the Superintendent~~
30 ~~of Schools shall require the parents to enroll the child in a public, private or church-related school.~~
31

32 Home school students are not permitted to participate in non-athletic extracurricular programs within Johnson
33 City Schools. Students must enroll and attend schools under the supervision and control of the Johnson City
34 Schools Board of Education to be permitted to participate in student organizations/extra-curricular activities.
35 Home school students may participate in TSSAA athletic programs (pursuant to Article II, Section 25 of the
36 TSSAA Bylaws) by notifying the Superintendent of Schools by August 1 of the school and the principal by
37 August 15 of the school year.
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42 _____
43 Legal Reference:

- 44 1. TCA 49-6-3050(a)(10)(2)(A); TCA 49-50-801
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Johnson City Board of Education

Monitoring: Review Annually, in April	School Admissions	Descriptor 6.203	Issued Date 4/4/2022
		Rescinds 6.203	Issued 1/3/2022

Any student entering a Johnson City school School System for the first time must meet the requirements of all state and federal laws applicable to school admissions.¹ To be enrolled a student must reside in the City of Johnson City or must meet the conditions required for a non-resident student.

Any students entering school for the first time must present:

1. ~~A birth certificate or officially acceptable evidence of date of birth at the time of registration~~ **Proof of Age Affidavit;**
2. Evidence of a current medical examination.² There shall be a complete medical examination of every student entering school for the first time. This applies to pre-K, kindergarten, first grade and other students for whom there is no health record; and
3. Evidence of state-required immunization.³

The name used on the records of a student entering school must be the same as that shown on the birth certificate unless evidence is presented that such name has been legally changed through a court as prescribed by law. If the parent does not have or cannot obtain a birth certificate, then the name used on the records of such student will be the same as that shown on documents which are acceptable to the school principal as proof of date of birth.

A child whose care, custody and support has been assigned to a resident of the district by a properly executed and valid power of attorney or order of the court shall be enrolled in school provided appropriate documentation has been filed with the district office.⁴

A student may transfer into the school system at any time during the year if their parent(s) makes a bona fide move and change of residence into the city limits of Johnson City.

When a student who has been judged delinquent for an offense involving murder, rape, robbery, kidnapping, aggravated assault or reckless endangerment initially enters school, or resumes attendance after suspension or expulsion, the parents, guardians, or legal custodians of such student shall notify the principal by providing the abstract of record required by law or other similar written information regarding the offense. This information shall be shared only with school employees who have responsibility for classroom instruction of the student, the school counselor, social worker or school psychologist and the school resource officer. Such information is otherwise confidential and shall not be released to others except as required by law. The written notification shall not become a part of the student's record.⁵

Legal References:

1. McKinney-Vento Education Assistance Improvements Act of 2001 Subtitle B § 721-725; Pub L. 114-95
2. TRR/MS 0520-1-3-.08(2)(a); TCA 49-6-5004(a)
3. TCA 49-6-5001(c)

Cross Reference:

- Homeless Students 6.503
- Student Records 6.600
- Attendance of Non-Resident Students 6.204

- 1 4. TCA 49-6-3001(c); TCA 37-1-131(a)(2)
- 2 5. TCA 49-6-3051

Johnson City Board of Education

Monitoring: Review Annually, in April	Attendance of Non-Resident Students	Descriptor 6.204	Issued Date 4/3/2023
		Rescinds 6.204	Issued 4/6/2009

Students residing outside the boundaries of the school system may attend Johnson City Schools System. The following conditions shall apply to non-resident students: ¹

1. They must be approved by the Superintendent of Schools/designee;
2. They must pay a tuition fee established annually by the Board of Education. Tuition may not exceed per student, per annum, an amount equal to the amount of funds actually used for school purposes by the school system per student during the preceding school year minus any funds received from the state or from the student's resident system;²
3. They must make application at least two (2) weeks prior to the first day of school. The Board may choose to institute an earlier application deadline. After two (2) weeks prior to the beginning of school and thereafter during the remainder of the school year, students wishing to transfer into the system must also have the approval of the sending system; ¹
4. They will be assigned to city schools only when space is available after all resident students have been assigned;
5. They will be refunded any unused portion of the tuition on a pro-rata basis if they become residents of the school system;
6. They shall be excluded from future attendance until all prior and current tuition is paid, when payment is not made on all or any part of the required tuition for a previous year;
7. The parent furnishes transportation for the student. (No transportation will be provided by the school system for non-resident students.);
8. Acceptance of non-resident students is on an annual basis and acceptance one year does not guarantee subsequent years; and
9. Failure to abide by school system rules and regulations may result in loss of attendance privileges.

Tuition students may be admitted after the start of the school year on a space available basis with the approval of the Superintendent/designee.

Legal References:

1. TCA 49-63104
2. TCA 49-6-3003
3. TCA 49-6-3113

Cross Reference:

Foreign Exchange Students 6.502
Revenues 2.400

Johnson City Board of Education

Monitoring: Review Annually, in April	Student Assignment	Descriptor 6.205	Issued Date 4/4/2022
		Rescinds 6.205	Issued 4/5/2021

TO SCHOOLS

Kindergarten through grade 12 students are expected to attend the school to which they are assigned by virtue of their residence. Students will be enrolled in the appropriate grade at their assigned school.¹

Subject to system rules parents may apply to enroll their children in any school in the school system as provided in Board of Education Policy.

All transfer applications must be submitted to the receiving school principal. Final approval shall reside with the Superintendent of Schools.

Pupil assignments shall be on a space available basis:

- | | |
|--------------|--|
| 1st Priority | In zone students |
| 2nd Priority | Transfer students already enrolled and in good standing |
| 3rd Priority | Siblings of enrolled transfer students |
| 4th Priority | New transfer students |
| 5th Priority | Tuition students already enrolled and in good standing |
| 6th Priority | New tuition students (Includes siblings of present students) |

Parents who are dissatisfied with the assignment of their children may, within ten (10) days after the assignment, make application to the Board for a hearing requesting a transfer to another school.²

All children of school system certified personnel will be afforded the rights of in-district priority related to applications, admissions and transfers, but will be subject to the payment of tuition when applicable.³

TO CLASSES

The principal shall be responsible for assigning all students to classes.

Students who enter the system from another school system are to be placed by the principal in the grade and/or level as indicated by records from the former school. If the student's placement is inappropriate in the grade or level assigned, they may be reassigned by the principal to another grade level. Parents shall be advised of placement.

Legal Reference:

1. TCA 49-6-3102 through 3103
2. TCA 49-6-3201
3. TCA 49-6-3102(h)

Cross Reference:

Transfers Within the System 6.206

Johnson City Board of Education

Monitoring: Review Annually, in April	Release During School Hours	Descriptor 6.208	Issued Date 4/3/2023
		Rescinds 6.208	Issued 4/4/2019

The following procedures will be observed with regard to dismissal of students:

1. No student will leave school prior to regular dismissal hours, except with the approval of the principal/designee and parent. PreK through 8th grade students will be permitted to leave school prior to regular dismissal time only in the company of a parent, legal guardian, school employee, police officer, court officer, or a person designated in writing by the parent(s). Parents of high school students must follow the procedures set out in the school’s student handbook in regard to early dismissals.
2. No student will be sent from the school during school hours to perform an errand or act as a messenger.
3. When dental and medical appointments cannot be scheduled outside school hours, parents of PreK through 8th grade students must send a written request for dismissal or pick up the student in person. Parents of high school students must follow the procedures set out in the school’s student handbook.
4. Students will be released only upon the request of the parent whom the court holds directly responsible for the child, or who is the parent or guardian registered on the school record.
5. No principal or teacher shall permit a change in the physical custody of a child at school unless:
 - (a) The person seeking custody of the child presents the school official with a certified copy of a valid court order from a Tennessee court designating the person who has custody of the child; and
 - (b) The person seeking custody gives the school official reasonable advance notice of his intent to take custody of the child at school; ¹and
 - (c) The person seeking custody adequately identifies himself.
6. High school students may be released for, dual enrollment classes, jobs and approved training at centers outside their home schools under policies approved by the Board **of Education**. ²
7. No students will be released during a hard lock down.

Legal References:

1. TCA 36-6-105
2. TRR/MS 0520-1-7-.03

Cross References:

Child Custody/Parental Access 6.209

Johnson City Board of Education

Monitoring: Review Annually, in April	Child Custody/Parental Access	Descriptor 6.209	Issued Date 4/3/2023
		Rescinds 6.209	Issued 4/5/2021

The Board **of Education** presumes that the person who enrolls a student in school is the student's custodial parent when there is no reasonable evidence to bring this presumption into question. Unless a Tennessee court specifies otherwise, the custodial parent shall be the one whom the school district holds responsible for the education and welfare of that child.

Parents or guardians shall have the right to receive information contained in school records concerning their minor child.¹ The Board, unless informed otherwise, assumes there are no restrictions regarding the non-custodial parent's right to be kept informed of the student's progress and activities. If restrictions are made relative to the rights of the non-custodial parent, the custodial parent must submit a certified copy of the court order which curtails these specific rights.

Unless there are specific court-imposed restrictions, the non-custodial parent, upon request, shall be given access to all of the student's educational records including but not limited to the student's cumulative file and the student's special education file, if applicable.²

No principal or teacher shall permit a change in the physical custody of a child at school unless:

1. The person seeking custody of the child presents the school official with a certified copy of a valid court order from a Tennessee court designating the person who has custody of the child; and
2. The person seeking custody shall give the school official reasonable advance notice of his intent to take custody of the child at school;³ and
3. The person seeking custody adequately identifies himself.

Legal References:

1. 20 U.S.C. § 1232g
(Family Educational Rights and Privacy Act of 1974)
2. TCA 49-6-902
3. TCA 36-6-105

Cross Reference:

Student Records 6.208

Johnson City Board of Education

Monitoring: Review Annually, in April	Student Code of Conduct	Descriptor 6.300	Issued Date 4/3/2023
		Rescinds 6.300	Issued 4/4/2022

1 The Superintendent of Schools shall be responsible for the overall implementation and supervision of the
2 Board **of Education**'s Student Code of Conduct and shall ensure that students at all schools are subject to a
3 uniform and fair application of the Code. The Board shall annually review and approve the Student Code of
4 Conduct.

5
6 The principal of each school shall be responsible for implementation and administration in their school and
7 shall apply the Code uniformly and fairly to each student at the school without partiality and discrimination.
8

9 A copy of the Code shall be posted on the School System's website and school counselors shall be supplied
10 copies for discussion with students. The code shall be referenced in all school handbooks. All teachers,
11 administrative staff and parents shall be provided access to the Code annually.¹
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35 Legal Reference:

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37 1. Student and Employee Safe Environment Act of 1996 ; TCA 49-6-4011, et. al.
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Johnson City Board of Education

Monitoring: Review Annually, in April	Rights and Responsibilities	Descriptor 6.301	Issued Date 4/3/2023
		Rescinds 6.301	Issued 4/5/2021

The Board **of Education** expects all school staff, students and parents to assume the responsibility for appropriate behaviors in the school or at school-sponsored activities. Each student's parent/guardian will receive and sign for a copy of the Code of Conduct at the beginning of each school year.

Each student has the right to:

1. Have the opportunity for a free education in the most appropriate learning environment;
2. Be secure in their person, papers and effects against unreasonable searches and seizure;
3. Expect that the school will be a safe place;
4. Have an appropriate environment conducive to learning;
5. Not be discriminated against on the basis of sex, race, color, gender, creed, religion, national origin or disabilities¹;
6. Be fully informed of school rules and regulations;
7. Freedom of speech (including the right to pray, express religious viewpoints, distribute religious literature, etc.) and assembly; and
8. Freedom to publish.

Each student has the responsibility to know and adhere to reasonable rules and regulations established by the Board and set forth in the Student Code of Conduct, including but not limited to :²

1. Respect the human dignity and worth of every other individual;
2. Refrain from libel, slanderous remarks, and obscenity in verbal, written and electronic expression;
3. Study and maintain the best possible level of academic achievement;
4. Be punctual and present in the regular school program;
5. Dress and groom in a manner that meets reasonable standards of health, cleanliness, modesty and safety;
6. Maintain and/or improve the school environment, preserve school and private property, and exercise care while using school facilities;
7. Refrain from bullying or any other behavior which would lead to physical or emotional harm or disrupts the educational process;
8. Respect the authority of school administrators, teachers and other authorized personnel in maintaining discipline in the school and at school-sponsored activities;
9. Obey the law and school rules as to the possession or the use of alcohol, illegal drugs and other unauthorized substances or materials;
10. Possess on school grounds only those materials which are acceptable under the law and accept the consequences for articles stored in one's locker or vehicle; and
11. Know and adhere to school rules regarding the distribution of literature.

Legal References:

1. 20 U.S.C. § 1703
2. TCA 49-6-3401

Cross References:

- 6.304 Student Discrimination, Harassment, Bullying
- 6.305 Student Concerns, Complaints, & Grievances
- 6.310 Dress Code

Johnson City Board of Education

Monitoring: Review Annually, in April	Interrogations and Searches	Descriptor 6.303	Issued Date 4/3/2023
		Rescinds 6.303	Issued 4/5/2021

1 INTERROGATIONS BY SCHOOL PERSONNEL

2
3 Students may be questioned by teachers and/or principals about any matter pertaining to the operation
4 of the school and/or the enforcement of its rules. Questioning must be conducted discreetly and under
5 circumstances which will avoid unnecessary embarrassment to the student being questioned. Any
6 student answering falsely, evasively or refusing to answer appropriate and pertinent questions may be
7 subject to disciplinary action, including suspension.

8
9 If a student is suspected or accused of misconduct or infraction of the Student Code of Conduct, the
10 principal may interrogate the student, without the presence of parent(s)/guardian(s) or legal custodians
11 and without giving the student constitutional warnings.

12
13 School personnel have a duty to report any reasonable suspicion that a student is carrying, or has
14 carried, a weapon or is violation, or has violated, a provision of the Tennessee Drug Control Act to the
15 principal/designee or the appropriate authorities.¹

17 INTERROGATIONS BY POLICE (AT ADMINISTRATOR'S REQUEST)

18
19 If the principal has requested assistance by the police department to investigate a crime involving ~~his~~
20 their school, the police shall have permission to interrogate a student suspect in school during school
21 hours. The principal shall first attempt to notify the parent(s)/guardian(s) or legal custodians of the
22 student of the intended interrogation, unless circumstances require otherwise. The interrogation may
23 proceed without attendance of the parent(s)/guardian(s) or legal custodians. The principal or their
24 designee shall be present during the interrogation. Parent(s) shall be notified within 24 hours
25 following any interrogation, unless circumstances require otherwise.

27 POLICE-INITIATED INTERROGATIONS

28
29 If the police deem circumstances of sufficient urgency to interrogate students at school for crimes
30 committed outside of school hours, the police department shall first contact the principal regarding the
31 planned interrogation and inform them of the probable cause to investigate within the school. The
32 principal shall make reasonable effort to notify the parent(s)/guardian(s) or legal custodians of the
33 interrogation, unless circumstances require otherwise. The interrogation may proceed without
34 attendance of the parent(s)/guardian(s) or legal custodians. The principal or their designee shall be
35 present during the interrogation.

1 **SEARCHES BY SCHOOL PERSONNEL**

2
3 In order to ensure a safe and secure learning environment, the Superintendent of Schools shall develop
4 procedures regarding the searching of students, lockers, vehicles, and containers which are consistent
5 with state law. The Superintendent shall develop additional procedures to ensure compliance with all
6 of the provisions of the School Security Act of 1981.^{1,2}
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Legal References 10

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| 1. TCA 49-6-4203(b) | Traffic and Parking Controls 3.403 | 11 |
| | Procedural Due Process 6.302 | 12 |
| 2. TCA 49-6-4201 <i>et seq.</i> ; Tenn. Op. Att’y Gen. No. 14-21
(February 24, 2014) | Reporting Child Abuse 6.409 | 13 |
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Johnson City Board of Education

Monitoring: Review Annually, in April	Student Discrimination/Harassment Bullying, Cyber-bullying and Intimidation	Descriptor 6.304	Issued Date 4/5/2021
		Rescinds 6.304	Issued 5/7/2018

The Johnson City Board of Education has determined that a safe, civil, and supportive environment in school is necessary for students to learn and achieve high academic standards. In order to maintain that environment, acts of bullying, cyber-bullying, discrimination, harassment, hazing or any other victimization of students, based on any actual or perceived traits or characteristics, are prohibited.¹

This policy shall be disseminated annually to all school staff, students, and parents. This policy shall cover employees, employees' behaviors, students and students' behaviors while on school property, at any school-sponsored activity, on school-provided equipment or transportation, or at any official school bus stop. If the act takes place off school property or outside of a school-sponsored activity, this policy is in effect only if the conduct is directed specifically at a student or students and has the effect of creating a hostile educational environment or otherwise creating a substantial disruption to the education environment or learning process.

Building administrators are responsible for educating and training their respective staff and students as to the definition and recognition of discrimination/harassment.

DEFINITIONS

Bullying is when someone repeatedly and on purpose says or does mean or hurtful things to another person who has a hard time defending themselves.

Bullying/Intimidation/Harassment – can take the form of an act that substantially interferes with a student's educational benefits, opportunities, or performance, and the act has the effect of:

- Physically harming a student or damaging a student's property;
- Knowingly placing a student or students in reasonable fear of physical harm to the student or damage to the student's property;
- Causing emotional distress to a student or students; or
- Creating a hostile educational environment.

Bullying, intimidation, or harassment may also be unwelcome conduct based on a protected class (~~race,~~ nationality, origin, color, gender, age, disability, religion **race, color, religion, sex, gender, disabilities, national origin, age**) that is severe, pervasive, or persistent and creates a hostile environment.

Cyber-bullying - A form of bullying undertaken through the use of electronic devices. Electronic devices include, but are not limited to, telephones, cellular phones or other wireless telecommunication devices, text messaging, emails, social networking sites, instant messaging, videos, web sites or fake profiles.

Hazing - An intentional or reckless act by a student or group of students that is directed against any other student(s) that endangers the mental or physical health or safety of the student(s) or that induces or coerces a

1 student to endanger his/her mental or physical health or safety. Coaches and other employees of the school
2 district shall not encourage, permit, condone or tolerate hazing activities.³

3 “Hazing” does not include customary athletic events or similar contest or competitions and is limited to those
4 actions taken and situations created in connection with initiation into or affiliation with any organization.

5 **COMPLAINTS AND INVESTIGATIONS**

6 Alleged victims of the above-referenced offenses shall report these incidents immediately to a teacher,
7 counselor or building administrator.² All school employees are required to report alleged violations of this
8 policy to the principal/designee. All other members of the school community, including students, parents,
9 volunteers, and visitors, are encouraged to report any act that may be a violation of this policy.

10 While reports may be made anonymously, an individual's need for confidentiality must be balanced with
11 obligations to cooperate with police investigations or legal proceedings, to provide due process to the accused,
12 to conduct a thorough investigation or to take necessary actions to resolve a complaint, and the identity of
13 parties and witnesses may be disclosed in appropriate circumstances to individuals with a need to know.

14 The principal/designee at each school shall be responsible for investigating and resolving complaints. Once a
15 complaint is received, the principal/designee shall initiate an investigation within forty-eight (48) hours of
16 receipt of the report.⁴ If a report is not initiated within forty-eight (48) hours, the principal/designee shall
17 provide the Superintendent of Schools with appropriate documentation detailing the reasons why the
18 investigation was not initiated within the required timeframe.⁴

19
20 The principal/designee shall notify the parent/legal guardian when a student is involved in an act of
21 discrimination, harassment, intimidation, bullying, or cyber-bullying. The principal/designee shall provide
22 information on district counseling and support services. Students involved in an act of discrimination,
23 harassment, intimidation, bullying, or cyber-bullying shall be referred to the appropriate school counselor by
24 the principal/designee when deemed necessary.^{1,4}

25 The principal/designee is responsible for determining whether an alleged act constitutes a violation of this
26 policy, and such act shall be held to violate this policy when it meets one of the following conditions:

- 27 • It places the student in reasonable fear or harm for the student’s person or property;
- 28
- 29 • It has a substantially detrimental effect on the student’s physical or mental health;
- 30
- 31 • It has the effect of substantially interfering with the student’s academic performance; or
- 32
- 33 • It has the effect of substantially interfering with the student’s ability to participate in or benefit from
34 the services, activities, or privileges provided by a school.

35 Upon the determination of a violation, the principal/designee shall conduct a prompt, thorough, and complete
36 investigation of each alleged incident. All investigations shall be completed and appropriate intervention
37 taken within twenty (20) calendar days from the receipt of the initial report.⁴ If the investigation is not
38 complete or intervention has not taken place within twenty (20) calendar days, the principal/designee shall
39 provide the Superintendent of Schools with appropriate documentation detailing the reasons why the
40 investigation has not been completed or the appropriate intervention has not taken place.⁴ Within the
41 parameters of the federal Family Educational Rights and Privacy Act (FERPA) at 20 U.S.C. § 1232g, a written
42 report on the investigation will be delivered to the parents of the complainant, parents of the accused students
43 and to the Superintendent of Schools.

RESPONSE AND PREVENTION

School administrators shall consider the nature and circumstances of the incident, the age of the violator, the degree of harm, previous incidences or patterns of behavior, or any other factors, as appropriate to properly respond to each situation.

A substantiated charge against an employee shall result in disciplinary action up to and including termination. A substantiated charge against a student may result in corrective or disciplinary action up to and including suspension/expulsion.

An employee disciplined for violation of this policy may appeal the decision by contacting a System Complaint Manager. Any student disciplined for violation of this policy may appeal the decision in accordance with disciplinary policies and procedures.

REPORTS

When a complaint is filed alleging a violation of this policy where there is physical harm or the threat of physical harm to a student or a student's property, the principal/designee of each school shall report the findings and any disciplinary actions taken to the Superintendent of Schools and the ~~e~~ Chair of the ~~b~~ Board of ~~e~~ Education and other members of the board of education if it is determined they have a need to know.

By July 1 of each year, the Superintendent of Schools/designee shall prepare a report of all of the bullying cases brought to the attention of school officials during the prior academic year. The report shall also indicate how the cases were resolved and/or the reasons they are still pending. This report shall be presented to the ~~b~~ Board of ~~e~~ education at either its July or August meeting, and it shall be submitted to the state department of education by August 1.

The Superintendent of Schools shall develop forms and procedures to ensure compliance with the requirements of this policy and TCA 49-6-4503.

RETALIATION AND FALSE ACCUSATIONS

Retaliation against any person who reports or assists in any investigation of an act alleged in this policy is prohibited. The consequences and appropriate remedial action for a person who engages in retaliation shall be determined by the administrator after consideration of the nature, severity, and circumstances of the act.

False accusations accusing another person of having committed an act prohibited under this policy are prohibited. The consequences and appropriate remedial action for a person found to have falsely accused another may range from positive behavioral interventions up to and including suspension and expulsion.

Legal References:

- 1. TCA 49-6-4503
- 2. 20 USCS §§ 1681 to 1686
- 3. TCA 49-2-120
- 4. Public Acts of 2016, Chp. No. 783

Cross References:

Appeals to and Appearances Before the Board 1.608	36
Staff-Student Relations 5.610	37
Student Complaints and Grievances 6.305	38
Discipline Procedures 6.313	39
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Johnson City Board of Education

Monitoring: Review Annually, in April	Student Concerns, Complaints and Grievances	Descriptor 6.305	Issued Date 4/4/2022
		Rescinds 6.305	Issued 4/5/2021

STUDENT CONCERNS AND COMPLAINTS

Decisions made by school personnel - such as assistant principals, teachers, or teacher assistants - which students believe are unfair or in violation of policies of the Board **of Education** or individual school rules may be appealed orally or in writing to the school principal or a designated representative. To appeal, students or parents/guardians, must contact the principal's office in their school within five (5) days of the decision and provide their name, the issue and the reason for their appeal. The appeal will be investigated and a decision reached, preferably within five (5) school days, but no later than ten (10) school days.

If the principal does not make a decision within ten (10) school days or if the student or parent is unsatisfied with the decision of the principal, the student or parent may appeal by contacting the Superintendent of Schools or their designee. The appeal may be made in writing or orally and shall include the student's name, the school and a description of the problem and shall be filed within five (5) **school** days of receipt of the decision of the principal.

The Superintendent of Schools shall use due diligence in the investigation, and their decision shall be communicated to the school principal and student. A written copy of the decision also will be sent to the student and the principal.

Cross References:

- Appeals To & Appearances Before the Board 1.404
- Grievances & the Americans w/ Disabilities Act 1.802
- Discrimination/Harassment of Students 6.304
- Title IX & Sexual Harassment 6.3041

Johnson City Board of Education

Monitoring: Review Annually, in April	Drug-Free Schools	Descriptor 6.307	Issued Date 4/3/2023
		Rescinds 6.307	Issued 4/6/2015

In order to protect the rights of students, to safeguard the learning environment, and to contribute to a “Drug Free” community, the Board **of Education**’s plan for dealing with alcohol and drugs¹ shall include the following:

1. Appropriate ways for handling alcohol/drug-related medical emergencies;
2. Guidelines for reporting alcohol/drug incidents and illegal activities;
3. Guidelines for referral of students who may have an alcohol/drug problem and/or are considered “high risk” to agencies and other sources of appropriate help;
4. Effective working relationships with appropriate community agencies, such as alcohol/drug service providers, law enforcement agencies and judicial officials;
5. Drug testing of students.

Through the use of state guidelines the Superintendent of Schools shall be responsible for:

1. Developing and implementing an appropriate curriculum on alcohol and drug education for students;
2. Providing adequate information and training for all staff personnel as appropriate to their responsibilities;
3. Implementing the relevant portions of the Drug-Free Youth Act²;
4. Developing administrative rules and guidelines for the school system to effectively respond to alcohol and drug situations that may occur at school or school-sponsored events; and
5. Providing notification to parents and students that compliance with this policy is mandatory.

It is a violation of the Student Code of Conduct for a student to consume, possess, use, sell, distribute or be under the influence of illegal drugs or alcoholic beverages in school buildings or on school grounds at any time, in school vehicles or buses, or at any school-sponsored activity, function or event whether on or off school grounds. This includes but is not limited to abuse of inhalants and prescription drugs.³

Discipline will be imposed on students who violate standards of conduct required by this policy. Such discipline will be consistent with local, state and federal laws, up to and including suspension/expulsion as well as referral for prosecution.⁴ Completion of an appropriate rehabilitation program may also be recommended.

Information about drug and alcohol counseling and rehabilitation programs will be made available through the school office.

Use of alcohol/drugs is within the zero tolerance provision of TCA and is punishable by one (1) year’s expulsion unless otherwise modified by the Superintendent of Schools.⁴

Legal References:

1. TRR/MS 0520-1-3-.08(2)(d)

Cross References:

Drug-Free Workplace 1.804

- 1 2. 20 USCA § 7116; 34 CFR § 86.200
- 2 3. TCA 39-17-417; TCA 39-17-715
- 3 4. TCA 49-6-4209; TCA 49-6-3401

Zero Tolerance Offenses 6.309
Suspension/Expulsion/Remand 6.316

Johnson City Board of Education

Monitoring: Review Annually, in April	Zero Tolerance Offenses	Descriptor 6.309	Issued Date 4/4/2022
		Rescinds 6.309	Issued 4/5/2021

In order to ensure a safe and secure learning environment, the following offenses will not be tolerated and will subject offenders to criminal prosecution¹:

1. Bringing to school or being in unauthorized possession of a firearm on school property;²
2. Unlawful possession of any drug, including any controlled substance, controlled substance analogue, or legend drug on school grounds or at a school-sponsored event;³
3. Aggravated assault;⁴ or
4. Assault that results in bodily injury⁵ upon any teacher, principal, administrator, any other employee of the school, or school resource officer.
5. **Threats of mass violence on school property or at a school related activity.**⁶

Committing any of these offenses shall result in a student being expelled from the regular school program for at least one (1) calendar year unless modified by the Superintendent of Schools. Modification of the length of time shall be granted on a case-by-case basis. Students that commit zero tolerance offenses may be assigned to an alternative school or program at the discretion of the Superintendent of Schools.⁷

When it is determined that a student has violated this policy, the principal shall notify the student's parent(s)/guardian(s) and the criminal justice or juvenile delinquency system as required by law.⁷

Legal References

1. TCA 49-6-3401(g)
2. 18 USCA § 921(a)(3); 20 USCA § 7961
3. TCA 39-17-454; TCA 53-10-101
4. TCA 39-13-102
5. TCA 39-13-101(a)(1)
6. **TCA 39-16-517; Public Acts of 2023, Chapter No. 299**
7. TCA 49-6-3401(g)(2); TCA 49-6-3402
8. TCA 49-6-4209; TCA 39-17-1312; 20 USCA § 7961(h)(1)

Cross References

- Code of Conduct 6.300
- Drug-Free Schools 6.307
- Suspension 6.316
- Student Disciplinary Hearing Authority 6.317
- Alternative Education 6.319
- Safe Relocation of Students 6.4081

Johnson City Board of Education

Monitoring: Review Annually, in April	Care of School Property	Descriptor 6.311	Issued Date 4/7/2008
		Rescinds 6.311	Issued 5/7/2007

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Students shall help maintain the school environment, preserve school property and exercise care while using school facilities.

All school system employees shall report all damage or loss of school property to the principal or designee immediately after such damage or loss is discovered. The principal or designee shall make a full and complete investigation of any instance of damage or loss of school property and shall report the results of the investigation to the Superintendent. The investigation shall be carried out in cooperation with law enforcement officials when appropriate.

School property is defined as buildings, buses, books, equipment, records, instructional materials or any other item under the jurisdiction of the Board **of Education**.

When the person causing damage or loss has been identified and the costs of repair or replacement have been determined, the Superintendent of Schools shall take steps to recover these costs. This may include recommending the filing of a civil complaint in court to recover damages and/or seeking criminal prosecution. If the responsible person is a minor, recovery will be sought from the minor's parent(s) **or guardian(s)**.

In addition, the system may withhold the grades, diploma, and/or transcript of the student responsible for vandalism or theft or otherwise incurring any debt to a school until the student or the student's parent(s) **or guardians(s)** has paid for the damages.¹ When the minor and parent are unable to pay for the damages, the system shall provide a program of restitution work for the minor. Upon completion of the work, the student's grades, diploma, and/or transcripts shall be released. Such sanctions shall not be imposed if the student is not at fault.

Legal Reference: _____

1. TCA 37-10-101 through 103

Cross References: _____

Visitors to the School 1.501
Security 3.205
Student Fees and Fines 6.709

Johnson City Board of Education

Monitoring: Review Annually, in April	Methods of Discipline	Descriptor 6.313	Issued Date 4/4/2022
		Rescinds 6.313	Issued 4/3/2017

DISCIPLINARY ACTIONS

The following methods of discipline are recognized and approved for use with students who choose to disrupt the academic processes¹:

- * verbally correcting the student
- * contacting a parent
- * conference between student and teacher or administrator
- * writing a contract
- * restricting activities
- * assigning work details
- * requiring special assignments
- * issuing demerits
- * assigning behavior modification activities
- * denying class privileges
- * assigning detention after school
- * changing the student's instructor
- * suspending from school-sponsored activities
- * placing in an alternative assignment
- * suspending from the school bus
- * suspending in-school
- * suspending out-of-school
- * prohibiting participation in field trips and extracurricular activities
- * demanding restitution for lost, damaged or stolen property
- * restricting the honors the student is otherwise due
- * withholding report cards
- * prohibiting the student's attendance at graduation exercises or other school functions
- * withholding transcripts
- * expulsion

Corporal punishment shall not be used as a disciplinary measure in any school.

The Superintendent of Schools shall be responsible for developing and implementing in-service training programs for teachers and staff in the use of alternative, positive measures of discipline.

DISCIPLINARY RECORDS

A disciplinary record which contains the name of the student, the type of misconduct, the type of punishment administered, the name of the person administering the punishment, the name of the witness present, and the date and time of punishment shall be maintained when any of the following disciplinary actions are administered: suspending from the school bus; suspending in-school; suspending out-of-school; prohibiting participation in field trips and extracurricular activities; demanding restitution for lost, damaged or stolen

1 property; withholding report cards; **prohibiting participation in** school functions; and withholding
2 transcripts.

3
4 Disciplinary records shall be filed in the school office and made available to parents or students, whichever
5 is appropriate.²
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12 Legal References:

- 13 1. TCA 49-6-3401; TCA 49-6-4216
- 14 2. TCA 10-7-504(b)

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17 Cross References:

- 18 Procedural Due Process 6.302
- Interference/Disruption of School Activities 6.306
- Bus Conduct 6.308
- Weapons and Dangerous Instruments 6.309
- Dress Codes 6.310

Johnson City Board of Education

Monitoring: Review Annually, in April	Suspension/Expulsion/Remand	Descriptor 6.316	Issued Date 4/4/2022
		Rescinds 6.316	Issued 4/13/2020

DEFINITIONS:¹

Suspension: dismissal from attendance at school for any reason for not more than ten (10) consecutive days. Multiple suspensions shall not run consecutively, nor shall multiple suspensions be applied to avoid expulsion from school.

Expulsion: removal from attendance for more than ten (10) consecutive days or more than fifteen (15) days in a month of school attendance. Multiple suspensions that occur consecutively shall constitute expulsion.

Remand: assignment to an alternative school.

REASONS FOR SUSPENSION/EXPULSION:

For any infraction occurring at school or at a school related event, any principal or their designee, or assistant principal (herein called principal) may suspend/expel any student from attendance at school or any school-related activity on or off campus (out-of-school suspension) or from attendance at a specific class or classes, or from riding a school bus, without suspending such student from attendance at school (in-school suspension), for good and sufficient reasons including, but not limited to:²

1. Willful and persistent violation of the rules of the school or truancy;
2. Immoral or disreputable conduct, including vulgar or profane language;
3. Violence or threatened violence against any person attending or assigned to any school;
4. Willful or malicious damage to real or personal property of the school, or the property of any any person attending or assigned to the school;
5. Inciting, advising or counseling of others to engage in any of the acts herein enumerated;
6. Marking, defacing, or destroying school property;
7. Possession of a pistol, gun or firearm or facsimile on school property or school event on or off school property;³
8. Possession of a knife or blade, etc., as defined in TCA 39-6-1701, on school property or school event on or off school property;
9. Assaulting any person attending or assigned to any school with vulgar, obscene or threatening language;
10. Unlawful use or possession of barbitol or legend drugs, as defined in TCA 53-10-101;³

- 11. Illegal use or possession of drugs, alcohol, ~~or~~ marijuana, drug analogs, tobacco products, e-cigarettes or vaporizers;
- 12. Engaging in behavior which disrupts a class or school-sponsored activity;
- 13. Making a threat, including a false report, to use a bomb, dynamite, any other deadly explosive or destructive device including chemical weapons on school property or at a school sponsored event or activity;
- 14. Two (2) or more students initiating a physical attack on an individual student on school property or at a school event or activity, including travel to and from school;
- 15. Off-campus criminal behavior resulting in felony charges when continued presence in school poses a danger to persons or property or disrupts the educational process; and
- 16. Any other conduct prejudicial to good order or discipline in any school.³

IN-SCHOOL SUSPENSION:⁴

- 1. Students given an in-school suspension in excess of one (1) day from classes shall attend either special classes attended only by students guilty of misconduct or be placed in an isolated area appropriate for study; and
- 2. Personnel responsible for in-school suspension will see that each student is supervised at all times and has textbooks and classwork assignments from his regular teachers. Students given in-school suspension shall be required to complete academic assignments and shall receive credit for work completed.

SUMMARY SUSPENSION:

If the principal witnesses or has knowledge of any serious student misconduct and they think that immediate removal of the student is necessary to restore order or to protect the persons on the school grounds, they may suspend the student immediately for not more than two (2) school days. In such cases, the principal is not required to conduct the investigation before he suspends, but they shall carry out such an investigation and decide on further disciplinary action, if any, at least by the end of the school day following the summary suspension.

PROCEDURES FOR SUSPENSION AND EXPULSION:⁵

- 1. Unless the student’s continued presence in the school, class or school-related activity presents an immediate danger to the student or other persons or property, no principal shall suspend/expel any student until that student has been advised of the nature of their misconduct, questioned about it, and allowed to give an explanation.
- 2. Upon suspension/expulsion of any student including in-school suspension in excess of one (1) day, the principal shall make an immediate attempt to contact the parent to inform them of the suspension/expulsion. The student shall not be sent home before the end of the school day unless the parent has been contacted.

In a situation where the principal is not able to reach a parent and because of violations of school

rules the principal is not able to keep a student on school grounds and restore order or protect others, the principal will call local law enforcement to assist in removing the student from school premises.

- 3. The principal shall notify the parent and the Superintendent of Schools or designee in writing:
 - a. Of the suspension/expulsion and the cause for it; and
 - b. Of a request for a meeting with the parent, student and principal, to be held as soon as possible, but no later than five (5) school days following the suspension/expulsion.
- 4. Immediately following the scheduled meeting, whether or not attended by the parent or student, the principal shall determine the length of the suspension/expulsion and set conditions for readmission. If the principal determines the length of the suspension to be between six (6) and the maximum of ten (10) days, the principal shall develop and implement a plan for correcting the behavior when the student returns to school.
- 5. If at the time of the suspension the principal determines that an offense has been committed which, in the judgment of the principal would justify a suspension/expulsion for more than ten (10) days, they may suspend/expel/remand the student unconditionally for a specified period of time or upon such terms and conditions as are deemed reasonable.
- 6. The principal shall immediately give written or actual notice to the parent and the student of the right to appeal the decision to suspend/expel/remand for more than ten (10) days. All appeals must be filed with the principal, orally or in writing, within five (5) school days after receipt of the notice. Appeals may be filed by the parent, the student or any person holding a teaching license who is employed by the school system if requested by the student.
- 7. The appeal from this decision shall be to the Disciplinary Hearing Authority appointed by the Board.
- 8. If a suspension/expulsion occurs during the last ten (10) days of any term or semester, the student shall be permitted to take such final examinations or submit such required work as necessary to complete the course of instruction for that semester, subject to conditions prescribed by the principal.
- 9. Students under suspension from one (1) school in the school system cannot enter another school in the system for the duration of the suspension. This does not include assignment to an alternative school.

Legal References:

- 1. TCA 49-6-3007(h)
- 2. TCA 49-2-203(a)(8); TCA 49-6-3401(a)
- 3. TCA 49-6-4216; TCA 39-17-1309; TCA 39-17-417
- 4. TCA 49-6-3401(b)(1)
- 5. TCA 49-6-3401(b); *Goss v. Lopez*, 419 U.S. 565 (Ohio, 1975); Individuals with Disabilities Act Amendments of 1997 § 615

Cross References:

- Procedural Due Process 6.302
- Interference/Disruption of School Activities 6.306
- Bus Conduct 6.308
- Zero Tolerance Offenses 6.309
- Dress Code 6.310
- Discipline Procedures 6.313
- Disciplinary Hearing Authority 6.317

Johnson City Board of Education

Monitoring: Review Annually, in April	Student Disciplinary Hearing Authority	Descriptor 6.317	Issued Date 4/3/2023
		Rescinds 6.317	Issued 4/4/2022

The Board of Education shall establish a Disciplinary Hearing Authority (DHA)¹ to conduct hearings for students who have been suspended/expelled/remanded for more than ten (10) school days. The Board shall appoint members to the DHA which shall consist of 3 to 5 members, at least two (2) of which shall be licensed employees of the Board, appointed to one (1) year terms and subject to reappointment. Board members shall not serve on the DHA. If a hearing before the DHA is requested, it shall be scheduled no later than six (6) school days after notification and shall be held no later than ten (10) school days after the beginning of any suspension/expulsion/remand. Each hearing shall be conducted by at least three (3) members of the DHA, one of which must be a principal or assistant principal, but not from the home school of the suspended student.

The Superintendent of Schools or their designee shall serve as Chair of the DHA and shall perform the following duties:

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

The student and their parent/guardian shall be notified of the DHA's decision by certified letter within five (5) school days following the hearing. Notification of the decision shall include a statement of the right of any party to request a review by the Superintendent of Schools and the Board of Education.

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

The DHA may take the following disciplinary actions:

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

An interested party may within five (5) school days of the decision request a review by the Superintendent of Schools. The Superintendent shall set a date for a review hearing within six (6) school days and notify all interested parties by certified letter of the time and place of the hearing. The appeal to the Superintendent shall be solely on the record of the hearing before the DHA, except for the new evidence which has come to light and may affect the outcome of the appeal. The Superintendent shall notify the student, their parent/guardian and principal of their decision within five (5) school days. Such notice shall be by certified mail. In the absence of a request for review, the decision of the DHA will be final.

1 Appeal to the Board of Education

2 If an interested party wishes to appeal the decision of the Superintendent of Schools, the appeal shall be
 3 directed to the Board within five (5) school days of receipt of the decision of the Superintendent. The Board
 4 of Education, meeting in regular or special session, and based upon a review of the record, may grant or deny
 5 a request for a Board hearing, and may affirm or overturn the decision of the DHA without a hearing, provided
 6 the Board may not impose a more severe penalty than that imposed by the DHA without first providing an
 7 opportunity for a hearing before the Board. If a hearing is granted, the Chair of the Board or their designee
 8 shall, within six (6) school days of the decision to grant a hearing, set a date for a hearing before the Board and
 9 shall notify the student, their parent/guardian and the principal of the date, place, and time that such hearing
 10 will be held. Such notice to the student and the parent/guardian shall be by certified mail. The notice shall
 11 include a statement that, unless the student's parent/guardian requests an open hearing in writing within five
 12 (5) school days of receipt of the notice, any hearing will be closed to the public. The hearing shall be held
 13 within twenty (20) school days from the date of the decision to grant a hearing unless circumstances in the
 14 discretion of the Board require a later date. The hearing will be based on the entire file and record in the
 15 matter and such new or additional material evidence as the staff and/or the student and/or their representatives
 16 may wish to introduce.

17 Complete steps for implementation of this policy are contained in the Student Code of Conduct.

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 20 ***Zero-tolerance offenses set forth in statute (weapons, drug possession, aggravated assault, assault and**
 21 **battery upon a school employee) require mandatory calendar year suspension or assignment to**
 22 **alternative placement for a calendar year unless modified by the Superintendent of Schools.**
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 Legal Reference:

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 30 1. TCA 49-6-3401(c)(4)
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Cross References:

Procedural Due Process 6.302
 Student Code of Conduct 6.300

Johnson City Board of Education

Monitoring: Review Annually, in April	Admission of Suspended or Expelled Students	Descriptor 6.318	Issued Date 1/9/2023
		Rescinds 6.318	Issued 4/4/2022

1 The Board of Education may deny admission of any student (except those in state custody) who has been
2 expelled or suspended from another school system in Tennessee or another state even though the student has
3 established residency in the system in which they seeks enrollment.
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5 After a request for enrollment is made, the Superintendent of Schools/designee shall investigate the facts
6 surrounding the suspension/expulsion from the former school system and make a recommendation to the
7 Board to approve or deny the request.
8

9 The Board shall not deny enrollment beyond the length of the imposed suspension/expulsion.

10 Any school system that accepts enrollment of a student from another school system may dismiss the student if
11 it is determined subsequent to the enrollment that the student has been suspended or expelled from the former
12 school system.¹
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15 Students who have been expelled or suspended may be assigned to an Alternative School.
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28 Legal Reference:

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30 1. TCA 49-6-3401 (f); 20 U.S.C.A § 1232G(b)(4)(h)
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Cross References:

School Admissions 6.203
Student Records 6.600-604

Johnson City Board of Education

Monitoring: Review Annually, in May	Use of the Internet	Descriptor 6.320	Issued Date 4/3/2023
		Rescinds 6.320	Issued 4/4/2020

The Board of Education supports the reasonable access to various information formats and believes it incumbent upon students to use this privilege in an appropriate and reasonable manner.

Before any student is allowed use of the school system's Internet or intranet access, a written parental consent shall be signed by the parent for students in grades prek-2 and both parent and student in grades 3-12. The required permission/agreement form shall specify acceptable uses, rules of on-line behavior, access privileges and penalties for policy/procedural violations. The permission/agreement form shall be signed annually and shall be valid for the entire year unless written parental notice that consent is withdrawn is provided. Any student who accesses the district's computer system for any purpose agrees to be bound by the terms of that agreement, even if no signed written agreement is on file.

Prohibited and illegal activities include but are not limited to the following.¹

1. Sending or displaying offensive or obscene messages or pictures
2. Using obscene language
3. Harassing, insulting, defaming, bullying or attacking others
4. Damaging computers, computer systems, or computer networks
5. Hacking or attempting unauthorized access to any computer or server
6. Violation of copyright laws
7. Trespassing in another's folders, work, or files
8. Using another's password or other identity (impersonation)
9. Use of the network for commercial purposes
- ~~10. Excessive buying or selling on the Internet~~
10. Using school or system computers for personal business
11. Creating a false identity

Additionally, students shall not use school system technology for purposes prohibited by law or for accessing sexually explicit materials. The Board retains the right to regularly monitor the on-line activities conducted on school system technology.

E-MAIL

Users with network access shall not utilize school system resources to establish electronic mail accounts through third-party providers or any other nonstandard electronic mail system. All data including e-mail communications stored or transmitted on school system computers shall be monitored. Users have no expectation of privacy with regard to such data. E-mail correspondence may be a public record under the public record's law and may be subject to public inspection.²

Legal Reference:

1. TCA 39-14-602
2. TCA 10-7-512

Cross Reference:

- Use of Electronic Mail (e-mail) 1.805
Use of the Internet 4.406
Web Pages 4.407

Johnson City Board of Education

Monitoring: Review Annually, in May	Student Counseling Program	Descriptor 6.400	Issued Date 5/7/2018
		Rescinds 6.400	Issued 4/6/2015

Each school shall provide a counseling program for all students through the cooperative efforts of the principal, teachers and ~~school counselor~~ **counseling staff**.¹

The program of counseling services shall include such services and activities as:

1. Orientation of parents and students to the school program;
2. Student referral and/or welfare provisions;
3. Collection and maintenance of student data and record systems;
4. Student program planning and placement;
5. Educational and occupational information for use by students, parents and teachers; ~~and~~
6. Scheduling student courses and resolving **scheduling** conflicts; **and**
- 7. Provide mental health services and counseling.**

The classroom teacher, because of close contacts with the student, shall be a key person in the school counseling program.

~~The intermediate, middle and high school counseling departments shall provide leadership to teachers in the counseling area and help them in the selection of counseling tools and materials and in the administration and interpretation of individual or group tests.~~

School administrators are authorized to work with recognized groups who may furnish special services to students.

Legal Reference:

1. TRR/MS 0520-1-3-.08(1)(b)

Cross References:

- Graduation Requirements 4.605
Testing Programs 4.700

Johnson City Board of Education

Monitoring: Review Annually, in May	Physical Examinations and Immunizations	Descriptor 6.402	Issued Date 4/3/2023
		Rescinds 6.402	Issued 4/4/2022

PHYSICAL EXAMINATIONS¹

The principal shall ensure that there is a complete physical examination of each student prior to:

1. Entering school for the first time²; and
2. Participation as a member of any athletic team.³

Cost of the examination shall be borne by the parent/guardian of the student. These records shall be on file in a secure location.

Students who do not provide proof of a complete, physical examination shall be denied admission to school until appropriate documentation is presented subject to the requirements of statute.

Screening tests as required by the Tennessee Department of Education and the Department of Health will be conducted. Parents/Guardians will receive written notice of screening results that indicate a condition that might interfere or tend to interfere with a student's progress.

In general, the school district will not conduct physical examinations of a student without parent/guardian consent to do so or by court order, unless the health or safety of the student or others is in question.⁴

IMMUNIZATIONS

Students will not be permitted to attend school without proof of immunization as determined by the Commissioner of Health unless circumstances outlined in state or federal law prevent a student from producing such records.^{2,5} It is the responsibility of the parent(s)/guardian(s) to have their children immunized and to provide such proof to the principal of the school which the student is to attend.⁵

Exceptions will be granted to any student whose parent/guardian files with school authorities a signed, written statement that such measures conflict with the one of the following:

1. Their religious tenets and practices if in the absence of an epidemic or immediate threat of an epidemic;⁶ or
2. Due to medical reasons if the student has a written statement from their doctor excusing them from the immunization.⁷

The Superintendent of Schools shall ensure that appropriate immunization records are maintained for each student.

Legal References:

1. 20 USCA§ 1232h(c) TCA 49-6-5004(a)
2. TRR/MS 0520-1-3-.08(2)(a);
3. TRR/MS 0520-1-3-.08(2)(b)
4. Tennessee School Health Screening Guidelines,
https://www.tn.gov/content/dam/tn/education/csh/csh_school_health_screening_guidelines.pdf
5. TCA 49-6-5001(a)-(c)
6. TCA 49-6-5001(b)(2)
7. TCA 49-6-5001(c)(2)

Cross Reference:

Homeless Students 6.503
School Admissions 6.2034
Student Health Services 6.401

Johnson City Board of Education

Monitoring: Review Annually, in May	Student Communicable Diseases	Descriptor 6.403	Issued Date 4/4/2022
		Rescinds 6.403	Issued 6/3/2002

No student will be denied an education solely because of a communicable disease, and their educational program shall be restricted only to the extent necessary to minimize the risk of transmitting the disease.

Except as set forth in section 6.404, the following provisions shall apply:

Parents or guardians of infected students shall inform appropriate school officials of the infection so that proper precautions for the protection of other students, employees, and the infected student shall be taken.

No student with a communicable disease which may endanger the health of either themselves or other individuals will enter or remain in the regular school setting.^{1,2} If a school principal has reason to believe a student has a communicable disease which may endanger the health of either themselves or other individuals in the regular school setting, the principal shall:

1. Assign the student to a setting which will protect other students, employees and the student themselves; or
2. Exclude the student from school until certification is obtained from a physician or the County Health Department by either the parent or principal stating that the disease is no longer communicable.

If the principal has reason to believe that the student has a long-term communicable disease, the principal must require confirmation from a physician or the County Health Department as to the student's condition. If the student is confirmed to have a long-term communicable disease, a plan for the administration of an appropriate educational program shall be developed.³

The principal may request that further examinations be conducted by a physician or County Health Department and may request periodic re-examinations after the student has been readmitted to the school.²

Expenses incurred from examinations requested by school officials shall be paid by the Board of Education.

The names of all students excluded from school under this policy will be forwarded to the office of the Superintendent of Schools.

Legal References:

1. TRR/MS 0520-1-3-.08(2)(c)
2. TCA 49-2-203(b)(2)
3. TRR/MS 0520-1-3-.08(2)(g)(2)(v)

Cross References:

- Special Education 4.202
- Special Programs 4.206
- Acquired Immune Deficiency Syndrome 6.404

Johnson City Board of Education

Monitoring: Review Annually, in May	Acquired Immune Deficiency Syndrome	Descriptor 6.404	Issued Date 4/4/2022
		Rescinds 6.404	Issued 4/6/2009

NON-DISCRIMINATION

Students infected with HIV shall not be denied enrollment in school. The Board of Education shall not prevent an HIV infected student from participating in the continuation of their education on the basis of HIV infection. Further, the student shall be subject to the same rules for class assignment, privileges and participation in any school-sponsored activities as all other students. The Board shall strive to maintain a respectful school climate for HIV infected students.

Mandatory screening for communicable diseases not spread by casual everyday contact, such as HIV infection, shall not be a condition for school entry or attendance.

ATHLETICS

A student who is HIV positive may not be denied the opportunity to participate in school athletic programs based solely on their HIV status. All reasonable accommodations shall be made to allow students with HIV to participate in school-sponsored physical activities.¹

ADMINISTRATIVE RESPONSIBILITIES

If a student's parents/guardians choose to disclose their student's HIV status, all matters pertaining to that student will be under the direct supervision of the Superintendent of Schools.

The Superintendent shall be responsible for requesting medical records from the parents and a statement from the student's physician regarding health status of the student. In addition, the Superintendent will gather information on the student's cumulative school record.

CONFIDENTIALITY

No information concerning an HIV infected student shall be divulged, directly or indirectly, to any other individual or group without the written consent of the parent. All medical information and written documentation of discussions, telephone conversations, proceedings and meetings shall be kept by the Superintendent of Schools in a locked file. If the HIV infected student is under the age of eighteen (18), access to this file will be granted only to those persons who have the written consent of the infected student's parents. Under no circumstances shall information identifying a student with AIDS be released to the public.^{2,3}

APPROPRIATE ALTERNATIVE EDUCATION PROGRAMS

In determining the educational placement of a student known to be infected with HIV, school authorities shall follow established policies and procedures for students with disabilities. School authorities shall reassess placement if there is a change in the student's need for accommodations or services.

1
2 **CURRICULUM**
3

4 The Superintendent of Schools shall be responsible for developing instructional objectives to address each
5 terminal objective in the state AIDS curriculum framework and provide each teacher responsible for teaching
6 AIDS education with these objectives.⁴ Students shall also be taught universal precautions through the K-8
7 Healthful Living and Lifetime Wellness curricula and through the Board's HIV prevention education
8 program.
9

10 The state AIDS curriculum and related instructional objectives will be used in grades K-12 in appropriate
11 subject areas. Parents and guardians shall have convenient opportunities to preview all HIV prevention
12 curricula and materials in accordance with the provisions of the Family Education Law of 1989. Students shall
13 have access to voluntary and confidential counseling about matters related to HIV. Administrators shall
14 maintain a list of counseling and testing resources for student use.
15

16 **INFECTION CONTROL**
17

18 The Superintendent of Schools shall develop an Occupational Safety and Health Administration (OSHA)-
19 based infection control plan in which each school will provide for: 1) well-maintained and easily accessible
20 materials necessary to follow universal precautions, and 2) designate first responders responsible for
21 implementing infection control guidelines, including investigating, correcting, and reporting on instances of
22 exposure. All schools shall further follow the most current Centers for Disease Control and Prevention (CDC)
23 Universal Precautions for Prevention of Transmission of Human Immunodeficiency Virus, Hepatitis B Virus,
24 and Other Blood borne Pathogens in Health Care Settings and the OSHA blood borne pathogens standard.⁴
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Legal References:

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45 1. State Board of Education Plan for Addressing
46 AIDS in Tennessee Public Schools, March 1995
47 2. TCA 68-10-113
48 3. 20 USC 1415; 34 CFR § 300.571
49 4. TRR/MS 0520-1-3-.05(1)(c)
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Cross References:

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45 Grievances & the Americans with Disabilities Act 1.802
46 Basic Curriculum Program 4.201
47 Special Education 4.202
48 Special Programs 4.206
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Johnson City Board of Education

Monitoring: Review Annually, in May	Medicines	Descriptor 6.405	Issued Date 4/3/2023
		Rescinds 6.405	Issued 4/4/2022

1
2 If ~~under exceptional circumstances~~ a student is required to take non-prescription or prescription medication
3 during school hours and the parent/guardian cannot be at school to administer the medication, the
4 principal/designee will assist in self-administration of the medication in compliance with the following
5 guidelines.¹

6 Written instructions signed by the parent/guardian are required and shall include:

- 7 1. Child's name;
- 8
- 9 2. Name of medication;
- 10
- 11 3. Name of physician;
- 12
- 13 4. Time to be self-administered;
- 14
- 15 5. Dosage and directions for self-administration (non-prescription medicines shall have label directions);
- 16
- 17 6. Possible side effects, if known;
- 18
- 19 7. Termination date for self-administration of the medication; and
- 20
- 21 8. A statement certifying the student is competent to self-administer medication with assistance.

22 Students with asthma shall be permitted to self-administer prescribed, metered dosage asthma-reliever inhalers
23 if the additional information is provided by a parent/guardian:

- 24 1. Written statement from the prescribing health care practitioner that the student suffers from asthma and
25 has been instructed in self-administration; and
- 26
- 27 2. Purpose of the medication.

28 The medication shall be delivered to the principal's office in person by the parent/guardian of the student
29 unless the medication is retained by the student for immediate self-administration.

30 The principal/designee will:

- 31 1. Inform appropriate school personnel of the medication to be self-administered;
- 32 2. Keep written instructions from the parent/guardian in the student's record;
- 33 3. Keep an accurate record of the self-administration of the medication;

4. Keep all medication in a locked cabinet except medication retained by a student per physician's order;
5. Return unused prescription to the parent/guardian only; and
6. Ensure that all guidelines developed by the Department of Health and the Department of Education are followed.

The parent/guardian is responsible for informing the designated official of any change in the student's health or change in medication.

A copy of this policy shall be provided to a parent/guardian upon receipt of a request for long-term administration of medication.

BLOOD GLUCOSE SELF-CHECKS²

Upon written request of a parent/guardian and if included in the student's medical management plan and in the Individualized Healthcare Plan (IHP), a student with diabetes shall be permitted to perform a blood glucose check or administer insulin using any necessary diabetes monitoring and treatment supplies, including sharps. The student shall be permitted to perform the testing in any area of the school or school grounds at any time necessary.

Sharps shall be stored in a secure, but accessible location, including the student's person, until use of such sharps is appropriate.

Use and disposal of sharps shall be in compliance with the guidelines set forth by the Tennessee Occupational Safety and Health Administration (TOSHA).³

STUDENTS WITH PANCREATIC INSUFFICIENCY OR CYSTIC FIBROSIS⁴

Students diagnosed with pancreatic insufficiency or cystic fibrosis shall be permitted to self-manage their prescribed medication in a manner directed by a licensed health care provider without additional assistance or direction. The Superintendent of Schools shall develop procedures for the development of an IHP for every student that wishes to self-administer.

STUDENTS WITH ADRENAL INSUFFICIENCY⁵

The parent/guardian of a student diagnosed with adrenal insufficiency shall notify the school district of the student's diagnosis. Once notified, the district shall observe the following guidelines:

1. The district shall train school personnel who will be responsible for administering the medication for the treatment of adrenal insufficiency and any who volunteer to administer the medication;
2. The district shall maintain a record of all school personnel who have completed this training; and
3. If a student is suffering from an adrenal crisis, a school nurse or other licensed health care professional may administer the prescribed medication to the student. If a school nurse or other licensed health care professional is not immediately available, trained school personnel may administer the prescribed medication.

The Superintendent of Schools shall develop procedures on the administration of medications that treat adrenal insufficiency, including the treatment of an adrenal crisis while on school transportation and during activities such as field trips, and recordkeeping per state law.

Legal References

1. TCA 49-50-1602 *et seq.*; TRR/MS 0520-01-13-.03
2. TCA 49-50-1602(d)(7)
3. State Board of Education Policy 4.205; TRR/MS 0800-01-10
4. TCA 49-50-1601
5. TRR/MS 0520-01-13; State Board of Education Policy 4.205

Cross References

- Promoting Student Welfare 6.400
Emergency Allergy Response Plan 6.412

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Johnson City Board of Education

Monitoring: Review Annually, in May	Student Psychological Services	Descriptor 6.406	Issued Date 4/5/2016
		Rescinds 6.406	Issued 7/1/2000

1 The Superintendent of Schools will develop a program for making psychological services available to all
2 students.¹ Administrators of this program shall cooperate with other agencies in consultative screening and
3 assessment services.

4
5 ~~School counselors~~ **All counseling staff** shall respect the right of privacy of the students they counsel.
6 Confidentiality shall be maintained by the counselor except:

- 7
8 1. Where there is a clear and present danger to the student or other persons;
- 9
10 2. To consult with a psychologist when it is in the best interests of the student; or
- 11
12 3. When the student and/or parent waives this privilege in writing.

13
14 When a counselor is in doubt about what information to release, the counselor shall consult with the ~~Board~~
15 ~~attorney~~ **Superintendent of Schools or designee, who may consult with the Board Attorney.**

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35 Legal Reference:

36 1. TRR/MS 0520-1-3-.08(1)(c)

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38 Cross Reference:

39 Testing Programs 4.700

Johnson City Board of Education

Monitoring: Review Annually, in May	Supervision of Students	Descriptor 6.408	Issued Date 4/3/2023
		Rescinds 6.408	Issued 4/5/2021

1 Students enrolled in in-person learning will be under the supervision of school personnel, either certificated or
2 noncertificated,¹ at all times, including play periods and lunch periods, during the school day. During
3 extracurricular activities, students will be under the supervision of school personnel. A volunteer may be
4 utilized during extracurricular activities in the absence of school personnel, provided such volunteer has
5 signed a confidentiality agreement and undergone a background search as required by law, satisfactory and
6 subsequently approved by the Board of Education.

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8 The principal shall assign students to school personnel and ensure proper supervision.
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Legal Reference:

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35 1. TCA 49-2-303(b)(10)(A)
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Johnson City Board of Education

Monitoring: Review Annually, in May	Accidents and Illnesses	Descriptor 6.410	Issued Date 4/4/2022
		Rescinds 6.410	Issued 4/13/2020

1 Parents/Guardians of all students shall provide the schools with medical authorization which shall contain the
2 following information:

- 3
- 4 1. Parents'/Guardians' location and phone number during the school day;
- 5
- 6 2. An alternative contact name and phone to be used in the absence of parent;
- 7
- 8 3. The name, address and phone number of the student's physician(s);
- 9
- 10 4. Instructions in the event that medical treatment is needed;
- 11
- 12 5. Information concerning a student's particular physical disability or medical condition.
- 13

14 The authorization will be required annually and will be kept on file in the school's office.

15
16 If a student suffers a minor injury or becomes ill, the staff member in charge shall ensure that first aid is
17 rendered. Parents/guardians will be notified of the injury in a timely manner.

18
19 In the event of serious injury or illness to a student, immediate aid will be rendered and when necessary the
20 student will be transported to a hospital emergency room. Attempts will be made to notify the
21 parents/guardians of the situation as soon as. If the parents/guardians cannot be reached, the student will be
22 transported to the hospital emergency room and the physician identified by the parents/guardians on the
23 emergency medical authorization form will be notified of the accident. Efforts to notify the parents/guardians
24 will continue until they are informed.

25
26 Principals will inform the Superintendent of Schools immediately of any serious injuries suffered by students
27 while under jurisdiction of the school. A report of each accident taking place in a school will be filed in the
28 offices of both the principal and the Superintendent of Schools. Forms for reporting accidents will be made
29 available from the office of the Superintendent of Schools. In all accidents serious enough to require medical
30 attention or requiring the student to be taken home, or in all cases that the staff member in charge deems
31 desirable, reports will be made and filed as stated above.

32
33 ~~No ill or injured student will be taken and left at home or sent home unless a parent/guardian, or someone
34 designated by the parents/guardians, is at home to accept the responsibility of the student.~~

35 **Depending on the severity of the illness or injury, the Johnson City Schools may require a**
36 **parent/guardian, or someone designated by the parents/guardians, to be home to accept responsibility of**
37 **the student before they are taken and left at home or sent home.**

38
39 Parents/guardians who object to the procedures contained in this policy shall submit to the principal an
40 alternative written emergency plan. Written approval of the principal, in coordination with the nursing staff, is
41 required before any such alternative plan is put in to place for a student.
42

Johnson City Board of Education

Monitoring: Review Annually, in May	Coordinated School Health	Descriptor 6.411	Issued Date 4/4/2022
		Rescinds 6.411	Issued 4/13/2020

POLICY INTENT

Johnson City Schools System is committed to the optimal development of every student. The District believes that for students to have the opportunity to achieve personal, academic, developmental and social success, we need to create positive, safe and health-promoting learning environments at every level, in every setting, throughout the school year.

The Board of Education recognizes the link between nutrition, physical activity and learning. In order to implement overall wellness for students, the plan below shall be followed by all schools in the district.¹

COMMITMENT TO COORDINATED SCHOOL HEALTH

All schools shall implement the CDC's Coordinated School Health approach to managing new and existing wellness related programs and services in schools and the surrounding community based on State law and State Board of Education CSH standards and guidelines. The district's Coordinated School Health Coordinator shall be responsible for overseeing compliance with State Board of Education CSH standards and guidelines in the school district.

SCHOOL HEALTH ADVISORY COUNCIL

The district will establish a School Health Advisory Council to serve as a resource to school sites for implementing policies and programs and develop an active working relationship with the county health council. The council shall consist of individuals representing the school and community, including which may include parents, students, teachers, school administrators, school board members, health professionals, school food service representatives, and members of the public. The primary responsibilities of the council include but are not limited to:

1. Developing, implementing, monitoring, reviewing as necessary, making recommendations as to physical activity and nutrition policies;
2. Ensuring that all schools within the district create and implement an action plan related to the modules from the School Health Index;
3. Ensuring that the results of the action plan are annually reported to the council; and
4. Ensuring that school level results include measures of progress on each indicator of the School Health Index.

The State Board of Education's Physical Education Policy shall be used as guidance by the Council to make recommendations. The Board may consider recommendations of the Council in making policy changes or revisions.^{1,2}

1 Additionally, each school will have a Healthy School Team consisting of teachers, students, parents, and
2 administrators. The team will hold Healthy School Team meetings during the school year to assess needs and
3 oversee planning and implementation of school health efforts.
4

5 The Superintendent of schools will ensure compliance with the school Wellness Policy, to include an
6 assessment of the implementation of the Wellness Policy and the progress made in attaining the policy goals.
7 The assessment will be made to the public.
8

9 **COMMITMENT TO NUTRITION**

10
11 All schools shall offer school meal and snack programs with menus that meet or exceed the patterns and
12 nutrition standards established by the U.S. Department of Agriculture and State Board of Education's
13 Minimum Nutritional Standards For Individual Food Items Sold Or Offered For Sale To Pupils In Pre-K
14 Through Eight. The coordinated school health ~~counselor~~ **coordinator** shall be responsible for overseeing the
15 school district's compliance with the State Board of Education Rules and Regulations for sale of food items in
16 the school district and that this Wellness Policy is being fulfilled by all schools in the district. They shall
17 register with the State Department of Education.³
18

19 The goals shall be to give students an adequate time to enjoy healthy meals and relax in a pleasant
20 environment. Meals shall be accessible to all students in a non-stigmatizing manner. Good nutritional habits
21 shall be encouraged.
22

23 All food including vending machines, fundraising items, and concessions must meet guidelines set forth by the
24 Healthy Hunger-free Kids Act, 2010, Smart Snacks in Schools.
25

26 **DISTRICT GOALS**

27
28 The district will promote healthy nutrition through various activities, including nutrition related newsletters,
29 informational links on the district website, healthy eating posters and bulletin boards in dining areas, and
30 informational booths at various community functions.
31

32 Education will be offered as part of a standards based program designed to provide students with the
33 knowledge and skills needed to promote and protect their health as outlined in the State Board of Education
34 and Lifetime Wellness Standards OR Nutrition Education. Nutrition Education will discourage teachers from
35 using high fat, sugar, and sodium foods as rewards and encourage students to start each day with a healthy
36 breakfast.
37

38 **EVALUATION OF EFFECTIVENESS OF NUTRITION PROGRAM**

39
40 The Board shall monitor the effectiveness of the school nutrition program within a wide-range of student
41 constituency groups. Factors to be considered shall include, but are not limited to:
42

- 43 1. Participation rates in school meal programs;
- 44
- 45 2. Student satisfaction surveys to monitor the effects of consumption of healthy snacks on
46 children's health, behavior, and school performance and to monitor satisfaction with snack
47 choices;
- 48
- 49 3. Parent satisfaction surveys to monitor the effects of consumption of healthy snacks on children's
50 health, behavior, and school performance and to monitor satisfaction with snack choices;
51

- 1 4. Frequency and types of health problems noted on school nurse logs;
- 2
- 3 5. Frequency and types of mental health and behavioral problems note on counselor logs;
- 4
- 5 6. Incidence of student behavior infractions;
- 6
- 7 7. Teacher surveys of student's classroom behavior, attention span and memory; and
- 8
- 9 8. Test scores.³

10 **PHYSICAL ACTIVITY**

11 The Board recognizes that physical activity is extremely important to the overall health of a child. Schools
12 shall support and promote physical activity. Physical activity may be integrated into any areas of the school
13 program. Physical Education classes shall be offered as part of a standards based program designed to provide
14 developmentally appropriate, moderate to vigorous physical activity as an integral part of the class. Students
15 shall be encouraged by staff whenever possible to be physically active.

16 Supervised recess should be offered daily to all elementary school children.² Physical activity shall not be
17 employed as a form of discipline or punishment. Schools shall continue to offer after school sports and
18 activities.

19 **CURRICULUM**

20 All applicable courses of study should be based on Lifetime Wellness Curriculum Standards, the K-8
21 Healthful Living Curriculum Standards, and the K-12 Physical Education Curriculum Standards.²

22 **SCHOOL HEALTH INDEX**

23 Beginning July 1, 2006, each school will begin implementation of the School Health Index. The State Board
24 of Education Policy on Implementation of School Health Index shall be followed by each school within the
25 district. (*See, Tenn. State Board of Ed. Physical Activity Policy, Aug. 18, 2005*).²

26 All schools within the district shall annually administer a baseline assessment on each of the recommended
27 School Health Index modules. Results shall be submitted to the School Health Advisory Council and reported
28 to the State Department of Education.

29 **RECORDS COMPLIANCE**

30 The Coordinated School Health Coordinator shall ensure that records demonstrating compliance with
31 community involvement requirements are maintained. The Coordinated School Health Coordinator shall
32 additionally document that the school wellness policy and triennial assessments are made available to the
33 public.

34 **TRIENNIAL ASSESSMENT**

35 An assessment of policy will be completed at a minimum of every three years. This assessment will
36 determine: Compliance with the wellness policy, how the wellness policy compares to model wellness
37 policies, and progress made in attaining the goals of the wellness policy.

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Legal References:

1. Section 204 of Public Law 108-265; June 30, 2004
Child Nutrition and WIC Reauthorization Act of 2004
2. State Board of Education, Policy 4.206, Physical Activity, August 18, 2005
3. TRR/MS 0520-1-6

Johnson City Board of Education

Monitoring: Review Annually, in May	Prevention and Treatment of Sports Related Concussions	Descriptor 6.413	Issued Date 4/2/2023
		Rescinds	Issued 4/4/2022

1 The Board **of Education** recognizes that concussions can be a serious health issue and should be treated as
2 such.

3
4 The Board adopts the guidelines and other pertinent information and forms developed by the Tennessee
5 Department of Health to inform and educate coaches, school administrators, student athletes, and
6 parent(s)/guardian(s) of the nature, risk and symptoms of concussions and head injuries. These guidelines
7 and materials may be viewed on the Department of Health's website and shall be made available to interested
8 parties through the Superintendent's Office.

9 This policy shall govern all activities and those individuals involved in those activities which constitute an
10 organized athletic game or competition against another team or in practice or preparation for an organized
11 game or competition. It does not govern those activities or individuals involved in those activities which are
12 entered into for instructional purposes only or those that are incidental to a nonathletic program or lesson.

13 **REQUIRED TRAINING** ¹

14
15 The Superintendent of Schools shall ensure that each school's athletic director and coaches, employed or
16 volunteer, annually complete ~~the *Concussion in Sports – What You Need to Know* online course. This~~
17 ~~course may be accessed online at www.nfhslearn.com~~ **concussion training**.

18
19
20 Prior to the annual initiation of practice or competition, the following persons must review and sign a
21 concussion and head injury information sheet approved by the Tennessee Department of Health: the
22 Superintendent of Schools, licensed healthcare professionals (if appointed), each school athletic director, and
23 each coach, whether employed or volunteer.

24 In addition, prior to the annual initiation of practice or competition, all student athletes and their
25 parent(s)/guardian(s) shall review the concussion and head injury information sheet approved by the
26 Tennessee Department of Health. A form confirming this review shall be signed and returned by the student
27 athlete, if the athlete is eighteen (18) years of age or older; or by the student athlete's parent (s)/guardian(s),
28 for athletes younger than eighteen (18) years of age.

29 All documentation of the completion of a concussion recognition and head injury safety education course
30 program and signed concussion and head injury information sheets shall be maintained by the
31 Superintendent of Schools or their designee for a period of three (3) years.

32 **REMOVAL FROM ATHLETICS** ¹

33
34 Any student athlete who shows signs, symptoms and/or behaviors consistent with a concussion during an
35 athletic activity or competition shall be immediately removed for evaluation by a licensed healthcare
36 professional, if available, and if not, by the coach or other designated individuals.

37
38
39 No student athlete who has been removed from an athletic activity or competition due to a concussion or

1 suspected concussion shall be allowed to return to any supervised team activities involving physical exertion,
2 including games, competitions, or practices, until the student athlete has been evaluated by and received
3 written clearance on forms approved by the Department of Health from a licensed health care provider for a
4 full or graduated return. "Health care provider" means a Tennessee licensed medical doctor (M.D.),
5 osteopathic physician (D.O.), or a clinical neuropsychologist with concussion training.²
6

7 This requirement for clearance prior to a student athlete returning to an athletic activity shall not apply if
8 there is a legitimate explanation other than a concussion for the signs, symptoms, and/or behaviors
9 observed.

10 The Superintendent of Schools/designee shall ensure that all protocols approved by the Tennessee
11 Department of Health or required by law relative to the provisions of this policy are followed and
12 implemented within each school.

13 **Penalties**

14 A coach found in violation of the provisions of this policy related to removal from play and return to play shall
15 be subject to the following penalties:

- 16 1. For a first violation, suspension from coaching any athletic activity for the remainder of the season;
- 17 2. For a second violation, suspension from coaching any athletic activity for the remainder of the season
18 and the next season; and
- 19 3. For a third violation, permanent suspension from coaching any athletic activity.
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36 Legal Reference:

- 38 1. TCA 68-55-502
- 39 2. TCA 68-55-501
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Johnson City Board of Education

Monitoring:

Review Annually, in April

Prevention and Treatment of Sudden Cardiac Arrest

Descriptor
6.414

Issued Date
4/4/2022

Rescinds
6.414

Issued Date
4/13/2020

1 The **Board of Education** adopts the guidelines and other pertinent information and forms developed by the
2 Tennessee Department of Health to inform and educate coaches, school administrators, student athletes, and
3 parent(s) / guardian(s) of the nature, risk and symptoms of sudden cardiac arrest. These guidelines and
4 materials may be viewed on the Department of Health's website and shall be made available to interested
5 parties through the Central Office.

6 This policy shall govern all activities and those individuals involved in those activities which constitute an
7 organized athletic game or competition against another team or in practice or preparation for an organized
8 game or competition. It does not govern those activities or individuals involved in those activities which are
9 entered into for instructional purposes only or those that are incidental to a nonathletic program or lesson.

10 **REQUIRED TRAINING¹**

11 The Superintendent of Schools shall ensure that each school's athletic director and coaches, employed or
12 volunteer, annually complete the ~~National Federation of State High School Associations Elective Course~~
13 ~~Sudden Cardiac Arrest~~ online course. This course may be accessed online at www.nfhslearn.com **Sudden**
14 **Cardiac Arrest Training.**

15 Prior to the annual initiation of practice or competition, the following persons must review and sign a sudden
16 cardiac arrest information sheet approved by the Tennessee Department of Health: each school athletic
17 director, licensed healthcare professionals (if appointed), and each coach, employed or volunteer.

18 In addition, prior to the annual initiation of practice or competition, all student athletes and their parent(s) /
19 guardian(s) shall review the sudden cardiac arrest information sheet approved by the Tennessee Department of
20 Health. A form confirming this review shall be signed and returned by the student athlete, if the athlete is
21 eighteen (18) years of age or older; or by the student athlete's parent(s) / guardian(s), for athletes younger than
22 eighteen (18) years of age.

23 All documentation of the completion of a sudden cardiac arrest education course program and signed sudden
24 cardiac arrest information sheets shall be maintained by the Superintendent of Schools or their designee for a
25 period of three (3) years.

26 **Removal from Athletics¹**

27 Any student athlete who shows signs, symptoms and/or behaviors consistent with sudden cardiac arrest during
28 or after an athletic activity or competition shall be immediately removed for evaluation by a licensed
29 healthcare professional, if available, and if not, by a coach or other designated individuals. Signs, symptoms
30 and/or behaviors include, but are not limited to: passing out; fainting; unexplained shortness of breath; chest
31 pains; dizziness; racing heart rate; and extreme fatigue.

32 Student athletes who have been removed from an athletic activity or competition shall not return to any
33 supervised team activities involving physical exertion, including games, competitions, or practices, until the

1 student athlete has been evaluated by and received written clearance on forms approved by the Department of
2 Health from a licensed health care provider for a full or graduated return.
3

4 **Penalties¹**

5 A coach found in violation of the provisions of this policy related to removal from play and return to play shall
6 be subject to the following penalties:

- 7 1. For a first violation, suspension from coaching any athletic activity for the remainder of the season;
- 8 2. For a second violation, suspension from coaching any athletic activity for the remainder of the season
9 and the next season; and
- 10 3. For a third violation, permanent suspension from coaching any athletic activity.

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17 **Legal Reference:**

- 18 1. TCA 68-6-101, et. seq
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Johnson City Board of Education

Monitoring: Review Annually, in April	Student Suicide Prevention	Descriptor 6.415	Issued Date 4/4/2022
		Rescinds 6.415	Issued Date 4/13/2020

1 The ~~h~~**Board of Education** is committed to protecting the health and well-being of all students and understands
2 that physical, behavioral, and emotional health are integral components of student achievement. Students are
3 strongly encouraged to report if they, or a friend, are feeling suicidal or in need of help. Students will be
4 provided information regarding The National Suicide Prevention Lifeline – ~~1-800-273-8255 (TALK)~~ **988**.

5 **PREVENTION¹**

6 All district employees shall attend either the annual in-service training in suicide prevention or participate in
7 other equivalent training approved by the Superintendent of Schools. The training shall include, but not be
8 limited to, identification of risk factors, warning signs, intervention and response procedures, referrals, and
9 postvention.

10 The Superintendent of Schools shall identify a district suicide prevention coordinator responsible for planning
11 and coordinating the implementation of this policy. Each school principal shall designate a school suicide
12 prevention coordinator to act as a point of contact in each school for issues relating to suicide prevention and
13 policy implementation.

14 **INTERVENTION¹**

15 Any employee who has reason to believe that a student is at imminent risk of suicide shall report such belief to
16 the principal or designee. Belief that a student is at imminent risk of suicide shall include, but not be limited
17 to, the student verbalizing the desire to commit suicide, evidence of self-harm, or a student self-~~refers~~
18 **referral**.

19 Upon notification, the principal or designee shall ensure the student is placed under adult supervision.
20 Emergency medical services shall be contacted immediately if an in-school suicide attempt occurs. The
21 principal or designee shall contact the Superintendent of Schools or designee as soon as practicable.

22 Prior to contacting the student's parent/guardian, the Superintendent of Schools or designee shall determine if
23 there could be further risk of harm resulting from parent/guardian notification. If parent/guardian notification
24 could result in further risk of harm or endanger the health or well-being of the student, then local law
25 enforcement and the Department of Children's Services shall be contacted.²

26 If appropriate, the Superintendent of Schools or designee shall contact the student's parent/guardian and
27 provide the following information:
28

- 29 1. Inform the parent/guardian that there is reason to believe the student is at imminent risk of suicide;
- 30 2. Assure the parent/guardian that the student is currently safe or inform the parent/guardian that
31 emergency medical services were contacted;
- 32 3. Ask the parent/guardian whether they are aware of the student's mental state;
- 33 4. Ask the parent/guardian whether they wish to obtain or have obtained mental health counseling for the
34 student;

- 1 5. Provide the names of community mental health counseling resources.
- 2 6. Offer on-campus counseling services.

3
 4 The Superintendent of Schools or designee will seek parental permission to communicate with outside mental
 5 health care providers regarding a student. If the student is under the age of 18 and the parent/guardian refuses
 6 to seek appropriate assistance, the Superintendent of Schools or designee shall contact the Department of
 7 Children’s Services.²

- 8 The Superintendent of Schools or designee shall document the contact with the parent/guardian by recording:
- 9 1. The time and date of the contact;
 - 10 2. The individual contacted;
 - 11 3. The parent/guardian’s response; and
 - 12 4. Anticipated follow-up.

13 The Superintendent of Schools or designee shall ensure the student is under adult supervision until a
 14 parent/guardian or other authorized individual accepts responsibility for the student’s safety.

15 Prior to a student returning to school, the Superintendent of Schools or designee and/or principal shall meet
 16 with the student’s parent/guardian, and student if appropriate. The parent/guardian shall provide
 17 documentation from a mental health care provider stating that the student has received care. The principal will
 18 identify an employee to periodically check in with the student to ensure the student’s safety and address any
 19 problems with re-entry.

20 **POSTVENTION¹**

21 Immediately following a student suicide death, the Crisis Team shall meet and implement the Crisis
 22 Management plan. At a minimum, the Crisis Management plan shall address the following:

- 23 1. Verification of death;
- 24 2. Preparation of postvention response to include support services;
- 25 3. Informing faculty and staff of a student death;
- 26 4. Informing students that a death has occurred;
- 27 5. Providing information on the resources available to students;

28 The Crisis Team shall work with teachers to identify the students most likely to be impacted by the death in
 29 order to provide additional assistance and counseling if needed. Additionally, staff and faculty will
 30 immediately review suicide warning signs and reporting requirements. The Superintendent of Schools or
 31 designee shall be responsible for all media inquiries

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 Legal Reference:

- 1. Public Acts of 2016, Chapter No. 623
- 2. T.C.A. 37-1-403

 Cross References

- News Releases, News Conferences and Interview 1.503
- Crisis Management 3.203
- Student Discrimination, Harassment, Bullying, Cyber-
 bullying and Intimidation 6.304
- Promoting Student Welfare 6.400
- Student Wellness 6.411

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Johnson City Board of Education

Monitoring: Review Annually, in May	Foreign Exchange Students	Descriptor 6.502	Issued Date 4/4/2022
		Rescinds 6.502	Issued 5/1/2006

Any foreign student is eligible for acceptance into the foreign exchange student program, provided they are participating through any agency endorsed by the Council on Standards for International Educational Travel and is sponsored by an individual or organization and has a J-1 visa.¹ Before approval by the Board **of Education**, the exchange program representative must make written application on behalf of the student for enrollment in the local school serving the host family. No foreign exchange student shall be brought into the United States by the sponsor unless they have been accepted in writing as a student by the Superintendent of Schools/ designee of the school in which ~~he is~~ **they are** to be enrolled. The school may accept the student after determining the following:

1. The student has a sufficient command of the English language to enable them to participate in the general curriculum;
2. Appropriate curriculum offerings can be provided for the student; and
3. An overcrowded situation will not be created.

Prior to enrolling a foreign exchange student, the principal or designee shall require, in addition to a valid student visa, the following documentation:

1. Citizenship;
2. Birthdate;
3. Health/immigration records;
4. Custody (including phone number, name and address of person responsible for the student); and
5. School records, including a transcript of academics (in English).

Admission requirements and all other considerations and expectations shall be the same for foreign exchange students as for United States students. Students will be accepted only in grades 9-12. No more than five foreign exchange students shall be placed in one school.

Exchange students must have had acceptable academic achievement in their native countries and must have been screened for maturity and ability to get the maximum benefit from an exchange program. Exchange students must have an adequate command of the English language and be able to function without special assistance in regular classes. The principal shall be responsible for assignment to the appropriate grade level.

Each school shall name a faculty member as a representative to serve as a liaison between the school and exchange program agency and as an adviser to exchange students.

1 The sponsoring individual/organization shall provide evidence to the school that the student will receive
2 adequate financial support for the duration of their stay. Exchange students shall not be eligible for free or
3 reduced-price lunches, nor shall schools hold fund-raising events to pay expenses incurred by exchange
4 students.

5
6 Privately sponsored exchange students on an F-1 visa may be enrolled if an adult resident of the district has
7 temporary guardianship and the student lives in the home of that guardian. Exchange students on an F-1 visa
8 are required to pay tuition at the established district rate. F-1 visa student admission is limited to secondary
9 schools and attendance may not exceed twelve (12) months.

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15 Legal Reference:

- 16 1. 22 CFR §62
17 2. Immigration and Nationality Act § 214 (3)(m)(1)
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Cross Reference:
School Admissions 6.203

Johnson City Board of Education

Monitoring: Review Annually, in April	Homeless Students	Descriptor 6.503	Issued Date 1/9/2023
		Rescinds 6.503	Issued 4/4/2022

In order to ensure that homeless students have equal access to the same free appropriate public education as provided to other students, the following shall apply:¹

Homeless students are individuals who lack a fixed, regular and adequate nighttime residence and include the following:²

1. Students who are sharing the housing of other persons due to loss of housing, economic hardship or a similar reason; are living in motels, hotels, trailer parks or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals;
2. Students who have a primary nighttime residence that is a public or private place not designated for or ordinarily used as a regular sleeping accommodation for human beings.
3. Students are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations or similar settings.
4. Migratory students who meet one of the above described circumstances.

ENROLLMENT

Homeless students shall be immediately enrolled, even if the student is unable to produce records normally required for enrollment (i.e. academic records, immunization records, health records, proof of residency), or missed the district's application or enrollment deadlines.³ Parents/guardians are required to submit contact information to the district's homeless coordinator.³

PLACEMENT

For the purposes of this policy, school of origin shall mean the school that the student attended when permanently housed or the school in which the student was last enrolled, including a preschool/pre-k program. School of origin shall also include the designated receiving school at the next grade level when the student completes the final grade level served by the school or origin.⁹

Placement shall be determined based on the student's best interest.⁴ At all times, a strong presumption that keeping the student in the school of origin is in the student's best interest shall be maintained, unless doing so would be contrary to a request made by the student's parent/guardian or the student in the case of an unaccompanied youth.⁵ When determining placement, student-centered factors, including but not limited to impact of mobility on achievement, education, health, and safety shall be considered.⁵ The choice regarding placement shall be made regardless of whether the student lives with their homeless parents/guardians or has been temporarily placed elsewhere.⁶

If it is not in the student's best interest to attend the school of origin, or the school requested by the parent/guardian or unaccompanied youth, the Superintendent/designee shall provide a written explanation of the reasons for the determination, in a manner and form that is understandable to the parent/guardian or unaccompanied youth. The written explanation shall include a statement regarding the right to appeal the placement decision.⁵ If the placement decision is appealed, the district shall refer the parent/guardian or

1 unaccompanied student to the homeless coordinator, who shall carry out the dispute resolution process as
2 expeditiously as possible and in accordance with the law. Upon notice of an appeal, the Superintendent of
3 Schools shall immediately enroll the student in the school in which enrollment was sought pending a final
4 resolution of the dispute, including all available appeals.⁷

5 **RECORDS**

6 Records ordinarily kept by the school shall be maintained for all homeless students. Information regarding a
7 homeless student's living situation shall be treated as a student education record, and shall not be considered
8 directory information.⁸

10 **SERVICES**

11 The Superintendent shall ensure that each homeless student is provided services comparable to those offered
12 to other students within the district, including transportation, special education services, programs in career
13 and technical education (CTE), programs for gifted and talented students, and school nutrition.

14 The Superintendent shall designate a district homeless coordinator who shall ensure this policy is implemented
15 throughout the district. The homeless coordinator shall ensure:

- 16 1. Homeless students are quickly identified and have access to education and support services, to include
17 Head Start and district pre-k programs;
- 18 2. Coordination with local social service agencies and other entities providing services to homeless
19 students;
- 20 3. Coordinate transportation, transfer of records, and other interdistrict activities with other school
21 districts;
- 22 4. Coordinate transportation to the school of origin or choice for homeless students;
- 23 5. Refer homeless students and their families to health care services, dental services, mental health and
24 substance abuse services, and housing services;
- 25 6. Assist homeless students in obtaining immunizations, medical or immunization records, and any
26 additional assistance that may be needed;
- 27 7. Public notice of the educational rights of homeless students is disseminated in places frequented by
28 parents/guardians of homeless students, including schools, shelters, public libraries, and soup kitchens;
29 and
- 30 8. Unaccompanied youth are enrolled and informed of their status as independent students.

31 The Superintendent of Schools shall develop procedures to ensure that homeless students are recognized
32 administratively and that the appropriate and available services are provided for these students. The
33 Superintendent shall ensure professional development is provided to school personnel providing services to
34 homeless students.

36 **COORDINATOR**

37
38 The Board **of Education** designates the following individual to act as the district's homeless coordinator:
39

40 Ms. Sydnee DeBusk
41 100 East Maple Street
42 Johnson City, TN 37601
43 423.434.5200
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45

Legal Reference:

1. 42 USCS §§ 11431 – 11435; McKinney-Vento Education Assistance Improvements Act of 2001, Part C, § 721
2. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95), § 725
3. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95), § 722(g)(3)(C)(i), § 722(g)(3)(H)
4. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95), § 722(g)(3)(A)
5. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95), § 722(g)(3)(B)
6. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95), § 722(g)(3)(F)
7. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95), § 722(g)(3)(E)
8. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95), § 722(g)(3)(G)
9. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95), § 722(g)(3)(I)
10. McKinney-Vento Act, as amended by ESSA (Pub. L. 114-95), § 722(g)(4) – (6)

Cross References:

Student Transportation 3.400
Parental Involvement 4.502
Promotion and Retention 4.603
School Admissions 6.203
Migrant Students 6.504

Johnson City Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Students in Foster Care	Descriptor Code: 6.505	Issued Date: 04/05/21
		Rescinds:	Issued:

1 The Johnson City School System shall provide all students in foster care, including those awaiting
2 foster care placement, with a free and appropriate public education.

3 **ENROLLMENT**

4 Students in foster care, including those awaiting foster care placement, shall be immediately enrolled
5 even if the student is unable to produce records normally required for enrollment (e.g. academic
6 records, immunization records, health records, proof of residency) or missed the school district's
7 application or enrollment deadlines.¹

8 **PLACEMENT**

9 The school district and the child welfare agency shall determine whether placement in a particular
10 school is in a student's best interest. Other parties, including the student, foster parents, and biological
11 parents (if appropriate), shall be consulted. If the child has an Individualized Education Program (IEP)
12 or a Section 504 plan, then the relevant staff members shall participate in the best interest decision
13 process. This determination shall be made as quickly as possible to prevent educational disruption.

14 Placement shall be determined based on the student's best interest. At all times, a strong presumption
15 that keeping the student in the school of origin is in the student's best interest shall be maintained.² For
16 the purposes of this policy, school of origin shall mean the school in which the student was enrolled,
17 including a preschool/pre-k program, at the time of placement in foster care or at the time of a
18 placement change if the student is already placed in foster care.³

19 When determining placement, student-centered factors including, but not limited to, the following shall
20 be considered:

- 21 1. Preferences of the student;
- 22
- 23 2. Preferences of the student's parent(s) or education decision maker(s);
- 24
- 25 3. The student's attachment to the school, including meaningful relationships with staff and peers;
- 26
- 27 4. Placement of the student's siblings;
- 28
- 29 5. Influence of the school climate on the student, including safety;
- 30
- 31 6. Availability and quality of the services in the school to meet the student's educational needs;

- 1 7. History of school transfers and how they have impacted the student;
- 2
- 3 8. How the length of the commute would impact the student;
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- 5 9. Whether the student is receiving special education and related services, and if so, the
- 6 availability of those required services in a school other than the school of origin; and
- 7
- 8 10. Whether the student is an English learner and is receiving language services, and if so, the
- 9 availability of those required services in a school other than the school of origin.

10 Transportation costs should not be considered when determining a student's best interest.

11 If it is not in the student's best interest to attend the school of origin, the ~~Director~~ **Superintendent** of
12 Schools/designee shall provide a written explanation of the reasons for the determination. The written
13 explanation shall include a statement regarding the right to appeal the placement decision. If the
14 placement decision is appealed, the school district shall refer the student to the district coordinator for
15 children in foster care who shall carry out the dispute resolution process as expeditiously as possible
16 and in accordance with the law.² Until the dispute is resolved to the extent feasible, the student shall
17 remain in ~~his/her~~ **their** school of origin.²

18 **TRANSPORTATION**^{3,4}

19 The school district shall collaborate with the local child welfare agency to develop and implement
20 clear and written procedures governing how transportation to a student's school of origin shall be
21 provided, arranged, and funded. This transportation will be provided for the duration of the student's
22 time in foster care.

23 The ~~Director~~ **Superintendent** of Schools shall develop administrative procedures to provide for
24 transportation of students in foster care.⁵ These procedures shall ensure that:

- 25 1. Students in foster care needing transportation to their schools of origin will promptly receive
26 that transportation in a cost-effective manner and in accordance with federal law; and
27
- 28 2. If there are additional costs incurred in providing transportation to the school of origin, the
29 school district will provide such transportation if:
 - 30 a. The local child welfare agency agrees to reimburse the school district for the cost of
31 such transportation;
 - 32
 - 33 b. The school district agrees to pay for the cost; or
 - 34
 - 35 c. The school district and local child welfare agency agree to share the cost.⁴
 - 36

37 The school district will ensure that a student in foster care, including a student awaiting foster care
38 placement, remains in his/her school of origin while any disputes regarding transportation costs are
39 being resolved.

Legal References

1. Elementary and Secondary Education Act (ESEA), as amended by ESSA (Pub. L. 114-95) § 1111(g)(1)(E)(ii)-(iii); State Board of Education Policy 2.103
2. Elementary and Secondary Education Act (ESEA), as amended by ESSA (Pub. L. 114-95), § 1111 (g)(1)(E)(i)-(iv)
3. Elementary and Secondary Education Act (ESEA), as amended by ESSA (Pub. L. 114-95), § 1111 (g)(1)(E)
4. Elementary and Secondary Education Act (ESEA), as amended by ESSA (Pub. L. 114-95), § 1112 (c)(5); § 475(4)(A) of the Social Security Act, 42 U.S.C. § 675(4)(A)
5. Elementary and Secondary Education Act (ESEA), as amended by ESSA (Pub. L. 114-95), § 1112 (c)(5)(B)(i)

Cross References

Attendance 6.200
School Admissions 6.203
Student Assignments 6.205
Transfers Within the System 6.206

Johnson City Board of Education

Monitoring: Review Annually, in May	Student Records	Descriptor 6.600	Issued Date 44/5/2021
		Rescinds 6.600	Issued 4/3/2017

A cumulative record shall be kept for each student enrolled in school. The cumulative record shall contain a health record, attendance record, a home language survey and ~~scholarship~~ **academic** record; shall be kept current; and shall accompany the student through ~~his~~ **their** school career.¹

The name used on the record of the student entering the school system must be the same as that shown on the ~~birth certificate~~ **Proof of Age Affidavit**, unless evidence is presented that such name has been legally changed. If the parent does not have, or cannot obtain a birth certificate, then the name used on the records of such student will be as shown on documents which are acceptable to the system as proof of date of birth.

The name used on the records of a student entering the system from another school must be the same as that shown on records from the school previously attended unless evidence is presented that such name has been legally changed as prescribed by law.

When a student transfers and ~~his~~ **their** records are requested from another school in the system, the school shall send the original records to the transfer school.

When a student transfers and ~~his~~ **their** records are requested from a school outside of the system, the school shall keep the original records and send copies to the transfer school.

All records shall be remitted in accordance with the Family Education Rights and Privacy Act (FERPA).

ACCESS TO STUDENT RECORDS

Student records shall be confidential. Authorized school officials shall have access to and permit access to student education records for legitimate educational purposes.² A “legitimate educational interest” is the official’s need to know information in order to:

1. Perform required administrative tasks;
2. Perform a supervisory or instructional task directly related to the student’s education; and
3. Perform a service or benefit for the student or the student’s family such as health care, counseling, student job placement, or student financial aid.

Authorized school officials may release information from or permit access to a student’s education record without the parent(s) or eligible student’s* prior written consent in the following instances:

1. To comply with a judicial order or lawfully issued subpoena. The school system will make a reasonable effort to notify the student’s parent(s) or the eligible student before making a disclosure;
2. If the disclosure is an item of directory information;

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- 3. To comply with the requirements of child abuse reports to the extent known by the school officials including the name, address, and age of the child; the name and address of the person responsible for the care of the child, and the facts requiring the report;³
- 4. When certain federal and state officials need information in order to audit or enforce legal conditions related to federally-supported education programs in the school system;
- 5. When the school system has entered into a contract or written agreement for an organization to conduct scientific research on the system’s behalf to develop tests or improve instruction, provided that the studies are conducted in a manner which will not permit the personal identification of students and their parents by individuals other than representatives of the organization and the information will be destroyed when no longer needed for the purpose for which the study was conducted;
- 6. To appropriate officials if the parent(s) claim the student as a dependent as defined by the Internal Revenue Code;
- 7. To accrediting organizations to carry out their accrediting functions;
- 8. When a student seeks or intends to enroll in another school district or a post-secondary school. Parent(s) of students or eligible students have a right to obtain copies of records transferred under this provision;⁴
- 9. To financial institutions or government agencies that provide or may provide financial aid to a student in order to establish eligibility, to determine the amount of financial aid, to establish conditions for the receipt of financial aid, and to enforce financial aid agreements;
- 10. To make the needed disclosure in a health or safety emergency when warranted by the seriousness of the threat to the student or other persons, when the information is necessary and needed to meet the emergency, when time is an important and limiting factor, and when the persons to whom the information is to be disclosed are qualified and in a position to deal with the emergency;
- 11. To the Attorney General or his designee for official purposes related to the investigation or prosecution of an act of domestic or international terrorism. An educational agency that, in good faith, produces education records in accordance with an order issued under this Act shall not be liable to any person for that production;⁵
- 12. To any agency caseworker or other representative of a state or local child welfare agency or tribal organization authorized to access the student's educational records when such agencies or organizations are legally responsible for the care and protection of the student;⁶

Authorized school officials may release information from a student’s education record if the student’s parent(s) or the eligible student gives written consent for the disclosure. The written consent must include:

- 1. A specification of the records to be released;
- 2. The reasons for the disclosure;
- 3. The person, organization, or class of persons or organizations to whom the disclosure is to be made;
- 4. The signature of the parent(s) or eligible student;
- 5. The date of the consent and, if appropriate, a date when the consent is to be terminated. The student’s parent(s) or the eligible student* may obtain a copy of any records disclosed under this provision.

1 The school system will maintain an accurate record of all requests to disclose information from or to permit
 2 access to a student’s education records. The system will maintain an accurate record of information it
 3 discloses and access it permits. The system will maintain this record as long as it maintains the student’s
 4 education record.

5 The record will include at least:

- 6 1. The name of the person or agency that makes the request;
- 7 2. The interest the person or agency has in the information;
- 8 3. The date the person or agency makes the request; and
- 9 4. Whether the request is granted and, if it is, the date access is permitted or the disclosure is made.

10 * *The student becomes an "eligible student" when ~~he/she~~ **they** reaches age 18 or enrolls in a post-secondary*
 11 *school, at which time all of the above rights become the student's right.*

Legal References

1. USCS 20-1232g; TCA 10-7-503, 504
2. TCA 10-7-504(a)(4); 20 USCS 1232g
3. TCA 37-1-403
4. TRR/MS 0520-01-03-.03(11)(e)
5. 20 USCS § 1232g(j); USA Patriot Act of 2001 § 507
6. USCS 20-1232g
7. TCA 49-6-3001(c)(1)

Cross References

- School Board Records 1.407
- Promotion and Retention 4.603
- Attendance 6.200
- Child Custody/Parental Access 6.209
- Student Records Use of Records 6.603
- Disciplinary Hearing Authority 6.317
- AIDS 6.404

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13

Johnson City Board of Education

Monitoring: Review Annually, in May	Student Records Notification of Rights	Descriptor 6.601	Issued Date 4/3/2023
		Rescinds 6.601	Issued 4/13/2020

PURPOSE

The purpose of this policy is to effectuate the provisions of the Family Educational Rights and Privacy Act (FERPA)¹, the Tennessee Open Records Act², and The Tennessee Data Accessibility, Transparency and Accountability Act³, to afford parents, guardians, and students who are eighteen (18) years of age or older certain rights with respect to the student's education records maintained by Johnson City Schools, hereinafter referred to as "LEA" and the Tennessee Department of Education, hereinafter referred to as "TDOE".

FERPA regulations cited in this document can be found at: <http://www.ecfr.gov/cgi-bin/text-idx?c=ecfr&sid=11975031b82001bed902b3e73f33e604&rgn=div5&view=text&node=34:1.1.1.1.33&idno=34>
Family Educational Rights and Privacy Act

The Tennessee Code may be accessed at: <http://www.lexisnexis.com/hottopic/tncode/>

DEFINITIONS

Education Records

The term education records means records, files, documents and other materials which:

1. Contain information directly related to a student, including: state and national assessment results, including information on untested public school students; course taking and completion, credits earned and other transcript information; course grades and grade point average; date of birth, grade level and expected graduation date or graduation cohort; degree, diploma, credential attainment and other school exit information such as receipt of the GED® and drop-out data; attendance and mobility; data required to calculate the federal four-year adjusted cohort graduation rate, including sufficient exit and drop-out information; discipline reports limited to objective information sufficient to produce the federal Title IV annual incident report; remediation; special education data; demographic data and program participation information; and
2. Are maintained by LEA or a person acting for LEA.

Personally Identifiable Information (PII)

Personally identifiable information (PII) includes, but is not limited to:

1. Student's name;
2. Name of student's parent or other family member;
3. Address of student or student's family;
4. A personal identifier, such as student's social security number, student number, or biometric record;

5. Other indirect identifiers, such as student's date of birth, place of birth, and mother's maiden name;
6. Other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty; or
7. Information requested by a person who the LEA reasonably believes knows the identity of the student to whom the education record relates.

Directory Information

The term directory information relating to a student includes, but is not limited to:

1. Name;
2. Physical and electronic mail address;
3. Telephone listing;
4. Date and place of birth;
5. Major field of study;
6. Participation in officially recognized activities and sports;
7. Weight and height of members of athletic teams;
8. Dates of attendance;
9. Degrees and awards received; and
10. The most recent previous LEA or institution attended by the student.

LEA RESPONSIBILITIES

LEA shall:

1. Annually notify parents and guardians of their rights to request student information;
2. Annually notify parents and guardians of its definition of personally identifiable information;
3. Annually notify parents and guardians of its definition of directory information;
4. Adopt procedures to ensure security when providing student records to parents or guardians;
5. Adopt procedures to ensure student records and data are provided only to authorized individuals; and
6. Provide student records and data within forty-five (45) calendar days of a request.

LEA shall not collect individual student data on a student's:

- 1 1. Political affiliation;
- 2
- 3 2. Religion;
- 4
- 5 3. Voting history;
- 6
- 7 4. Firearms ownership.
- 8

9 LEA shall not collect individual student data on a student's biometrics, analysis of facial expression, EEG
 10 brain wave patterns, skin conductance, galvanic skin response, heart rate variability, pulse, blood volume,
 11 posture, and eye-tracking, without written consent of the parent or student.

12 **NOTICE FOR DIRECTORY INFORMATION**

13 The LEA must, with certain exceptions, obtain a parent's written consent prior to the disclosure of personally
 14 identifiable information from a student's education records. However, an LEA may disclose appropriately
 15 designated "directory information" without written consent, unless a parent has advised the LEA to the
 16 contrary in writing. The primary purpose of directory information is to allow the LEA to include this type of
 17 information in certain school publications. Examples include, but are not limited to:

- 18 1. A playbill, showing ~~your~~ a student's role in a drama production;
- 19 2. The annual yearbook;
- 20 3. Honor roll or other recognition lists;
- 21 4. Graduation programs; and
- 22 5. Sports activity sheets, such as for football, basketball or wrestling, showing weight and height of team
 23 members.

24 Directory information, which is information that is generally not considered harmful or an invasion of privacy
 25 if released, can also be disclosed to outside organizations without a parent's/guardian's prior written consent.
 26 Outside organizations include, but are not limited to, companies that manufacture class rings or publish
 27 yearbooks. In addition, two federal laws require LEA, because it receives assistance receiving assistance
 28 under the *Elementary and Secondary Education Act of 1965* (ESEA), to provide military recruiters, upon
 29 request, with the following information – names, addresses and telephone listings – unless parents have
 30 advised LEA that they do not want their student's information disclosed without their prior written consent.

31 Annually, LEA must notify parents and students of information it will release as directory information, and of
 32 the parents' right to exercise his/her right to advise LEA in writing that consent for release of such information
 33 is denied.

34 **NOTICE OF PARENTAL RIGHTS CONCERNING EDUCATION RECORDS**

35 The following notice of parental rights concerning education records shall be sent to all parents annually:

36 Parents' rights include:

- 37 1. The right to inspect and review the student's education records within forty-five (45) calendar days after the
 38 day LEA receives a request for access. Parents or students should submit to the school principal or designated
 39 LEA official a written request that identifies the records they wish to inspect. The principal or LEA official
 40 will make arrangements for access and notify the parent or student of the time and place where the records
 41 may be inspected.

2. The right to request amendment of the student's education records that the parent or student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA and/or T.C.A. §49-1-701, et seq. Parents or students who wish to ask an LEA to amend a record should write the school principal or designated LEA official, clearly identify the part of the record they want changed, and specify why it should be changed. If the LEA decides not to amend the record as requested by the parent or student, the LEA will notify the parent or student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or student when notified of the right to a hearing.

3. The right to provide written consent before the LEA discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA and T.C.A. §49-1-701, et seq., authorize disclosure without consent. One exception, which permits disclosure without consent, is disclosure to LEA officials with legitimate educational interests. An LEA official is a person employed by the LEA as an administrator, supervisor, instructor, or support staff member. An LEA official also may include a contractor outside of the LEA who performs an institutional service or function for which the LEA would otherwise use its own employees and who is under the direct control of the LEA with respect to the use and maintenance of PII from education records, such as: an attorney, auditor, medical consultant, or therapist; or other contractor or volunteer assisting another LEA official in performing his or her tasks. An LEA official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the LEA discloses education records without consent to officials of another public school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the LEA to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202
<http://familypolicy.ed.gov/>

RESTRICTIONS ON DISCLOSURE OF EDUCATION RECORDS

FERPA permits the disclosure of PII from students' education records, without consent of the parent or student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations and T.C.A. §49-1-701, et seq. Except for disclosures to LEA officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or student, 34 C.F.R. §99.32 of the FERPA regulations requires LEA to record the disclosure. Parents and students have a right to inspect and review the record of disclosures.

Pursuant to 34 C.F.R. §99.31, LEA may disclose PII from the education records of a student without obtaining prior written consent of the parents or the student under the following circumstances:

- A. To other LEA officials, including teachers, within the LEA whom LEA has determined to have legitimate educational interests. This includes contractors, consultants, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in 34 C.F.R. §99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(2) are met.
- B. To officials of another school district or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34.

- 1 C. To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the
 2 U.S.Secretary of Education, or State and local educational authorities, such as the State department of
 3 education. Disclosures under this provision may be made, subject to the requirements of 34 C.F.R.
 4 §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs,
 5 or for the enforcement of or compliance with Federal legal requirements that relate to those programs.
 6 These entities may make further disclosures of PII to outside entities that are designated by them as
 7 their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity
 8 on their behalf.
- 9 D. In connection with financial aid for which the student has applied or which the student has received, if
 10 the information is necessary to determine eligibility for the aid, determine the amount of the aid,
 11 determine the conditions of the aid, or enforce the terms and conditions of the aid.
- 12 E. To State and local officials or authorities to whom information is specifically allowed to be reported or
 13 disclosed by a State statute that concerns the juvenile justice system and the system's ability to
 14 effectively serve, prior to adjudication, the student whose records were released, subject to 34 C.F.R.
 15 §99.38.
- 16 F. To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate,
 17 or administer predictive tests; (b) administer student aid programs; or (c) improve instruction.
- 18 G. To accrediting organizations to carry out their accrediting functions.
- 19 H. To parents of a student if the student is a dependent for IRS tax purposes.
- 20 I. To comply with a judicial order or lawfully issued subpoena.
- 21 J. To appropriate officials in connection with a health or safety emergency, subject to 34 C.F.R. §99.36.
- 22 K. Information LEA has designated as "directory information" under 34 C.F.R. §99.37.

 Legal References:

1. 20 U.S.C. §1232g and 34 C.F.R. §99.1, et seq
2. T.C.A. §10-7-504
3. T.C.A. 49-1-701, et seq

 Cross Reference:

Student Surveys, Analyses and Evaluations 6.4001
Student Records 6.600
Student Records Inspection & Correction Procedures
6.602
Student Records Use of Records 6.603

Johnson City Board of Education

Monitoring: Review Annually, in May	Student Records Notification of Rights	Descriptor 6.601	Issued Date 4/3/2023
		Rescinds 6.601	Issued 4/13/2020

PURPOSE

The purpose of this policy is to effectuate the provisions of the Family Educational Rights and Privacy Act (FERPA)¹, the Tennessee Open Records Act², and The Tennessee Data Accessibility, Transparency and Accountability Act³, to afford parents, guardians, and students who are eighteen (18) years of age or older certain rights with respect to the student's education records maintained by Johnson City Schools, hereinafter referred to as "LEA" and the Tennessee Department of Education, hereinafter referred to as "TDOE".

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Personally identifiable information (PII) includes, but is not limited to:

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2. Name of student's parent or other family member;
3. Address of student or student's family;
4. A personal identifier, such as student's social security number, student number, or biometric record;

1
2 5. Other indirect identifiers, such as student's date of birth, place of birth, and mother's maiden name;

3
4 6. Other information that, alone or in combination, is linked or linkable to a specific student that would allow a
5 reasonable person in the school community, who does not have personal knowledge of the relevant
6 circumstances, to identify the student with reasonable certainty; or

7
8 7. Information requested by a person who the LEA reasonably believes knows the identity of the student to
9 whom the education record relates.

10
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20 4. Date and place of birth;

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22 5. Major field of study;

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24 6. Participation in officially recognized activities and sports;

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26 7. Weight and height of members of athletic teams;

27
28 8. Dates of attendance;

29
30 9. Degrees and awards received; and

31
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33
34 **LEA RESPONSIBILITIES**

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48 6. Provide student records and data within forty-five (45) calendar days of a request.

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28 Directory information, which is information that is generally not considered harmful or an invasion of privacy
29 if released, can also be disclosed to outside organizations without a parent's/guardian's prior written consent.
30 Outside organizations include, but are not limited to, companies that manufacture class rings or publish
31 yearbooks. In addition, two federal laws require LEA, because it receives assistance receiving assistance under
32 the *Elementary and Secondary Education Act of 1965* (ESEA), to provide military recruiters, upon request, with
33 the following information – names, addresses and telephone listings – unless parents have advised LEA that
34 they do not want their student's information disclosed without their prior written consent.

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44 LEA official a written request that identifies the records they wish to inspect. The principal or LEA official will
45 make arrangements for access and notify the parent or student of the time and place where the records may be
46 inspected.
- 47

2. The right to request amendment of the student's education records that the parent or student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA and/or T.C.A. §49-1-701, et seq. Parents or students who wish to ask an LEA to amend a record should write the school principal or designated LEA official, clearly identify the part of the record they want changed, and specify why it should be changed. If the LEA decides not to amend the record as requested by the parent or student, the LEA will notify the parent or student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or student when notified of the right to a hearing.

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4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the LEA to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

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U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202
<http://familypolicy.ed.gov/>

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Pursuant to 34 C.F.R. §99.31, LEA may disclose PII from the education records of a student without obtaining prior written consent of the parents or the student under the following circumstances:

- A. To other LEA officials, including teachers, within the LEA whom LEA has determined to have legitimate educational interests. This includes contractors, consultants, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in 34 C.F.R. §99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(2) are met.
- B. To officials of another school district or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34.

- 1 C. To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the
2 U.S.Secretary of Education, or State and local educational authorities, such as the State department of
3 education. Disclosures under this provision may be made, subject to the requirements of 34 C.F.R.
4 §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or
5 for the enforcement of or compliance with Federal legal requirements that relate to those programs.
6 These entities may make further disclosures of PII to outside entities that are designated by them as their
7 authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on
8 their behalf.
- 9 D. In connection with financial aid for which the student has applied or which the student has received, if
10 the information is necessary to determine eligibility for the aid, determine the amount of the aid,
11 determine the conditions of the aid, or enforce the terms and conditions of the aid.
- 12 E. To State and local officials or authorities to whom information is specifically allowed to be reported or
13 disclosed by a State statute that concerns the juvenile justice system and the system's ability to
14 effectively serve, prior to adjudication, the student whose records were released, subject to 34 C.F.R.
15 §99.38.
- 16 F. To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate,
17 or administer predictive tests; (b) administer student aid programs; or (c) improve instruction.
- 18 G. To accrediting organizations to carry out their accrediting functions.
- 19 H. To parents of a student if the student is a dependent for IRS tax purposes.
- 20 I. To comply with a judicial order or lawfully issued subpoena.
- 21 J. To appropriate officials in connection with a health or safety emergency, subject to 34 C.F.R. §99.36.
- 22 K. Information LEA has designated as "directory information" under 34 C.F.R. §99.37.

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27 Legal References:

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29 1. 20 U.S.C. §1232g and 34 C.F.R. §99.1, et seq
30 2. T.C.A. §10-7-504
31 3. T.C.A. 49-1-701, et seq
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Cross Reference:

Student Surveys, Analyses and Evaluations 6.4001
Student Records 6.600
Student Records Inspection & Correction Procedures
6.602
Student Records Use of Records 6.603

Johnson City Board of Education

Monitoring: Review Annually, in May	Student Records Inspection & Correction Procedure	Descriptor 6.602	Issued Date 4/4/2022
		Rescinds 6.602	Issued 6/3/2002

INSPECTION PROCEDURE

Parent(s) of students and students may inspect and review the student's education records upon written request.¹

Parent(s) or students shall submit to the records custodian a request which identifies as precisely as possible the record(s) that they wish to inspect, and the records custodian will determine how access will best be arranged as promptly and practicably as possible. This inspection procedure must be completed within 45 days or less from the receipt of the request.

The right to inspect and review educational records includes the right to a response from school officials concerning requests for explanation and interpretation of the data. School officials shall presume that the parent has the authority to inspect and review records relating to their child unless the school system has been advised that the parent does not have the authority under applicable state law governing guardianship, separation, and divorce and provides documentation to that effect.²

When a record contains information about students other than the parent's child, the parent(s) may not inspect and review that information.²

FEES FOR COPIES

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

CORRECTION PROCEDURES

Parent(s) may seek to change any part of the student's record they believe to be incorrect.⁴ The Superintendent of Schools shall develop an acceptable procedure to establish an orderly process to review and correct an education record.

Legal References:

1. USCA 20-1232g
2. TRR/MS 0520-1-3-.09(5)(e)(3)
3. USCA 20-1232g: TCA 10-7-506
4. TRR/MS 0520-1-3-.09(5)(e)(6)

Cross References

Child Custody/Parental Access 6.209
~~Bus Safety and Conduct 6.308~~
School Board Records 1.407

Johnson City Board of Education

Monitoring: Review Annually, in May	Media Access to Students	Descriptor 6.604	Issued Date 4/4/2022
		Rescinds 6.604	Issued 4/5/2021

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School administrators shall be authorized to grant permission and set parameters for media access to students in their respective schools. Media representatives shall be required to report to the administration for prior approval before accessing students involved in instructional programs and activities not attended by the general public. With parental approval, the media may interview and photograph students involved in instructional programs and ~~school activities including athletic events~~ **activities during the school day**. Such media access shall not be unduly disruptive and shall comply with Board policies.

Each year **during registration** parents will be given the option to withhold permission for public news media interviews or photographs of their child at school.

Specific parental permission must be obtained if the story or photograph covers topics of a sensitive nature.

If any student is to be filmed or ~~videotaped~~ **recorded** and will be identified or be a primary subject of the filming or ~~videotaping~~ **recording** which will be used outside of the school, prior written consent/release/waiver will be obtained from the student's parent.

District employees may release student information to the media only in accordance with applicable provisions of the education records law and Board policies governing directory information and personally identifiable information.¹

Parents will be advised of the Board's media access to students policy at the time of the student's registration and the beginning of each school year in the student/parent handbook.

Media outlets can be denied access to a school when such denial is in the best interest of students.

Legal Reference:
1. USCA 20-1232g; TRR/MS 0520-1-9.14(7)(h)

Cross Reference:
News Releases, News Conferences & Interviews 1.503
Student Records 6.600
Student Surveys 6.4001
Student Records Use of Records 6.603

Johnson City Board of Education

Monitoring: Review Annually, in May	Student Organizations	Descriptor 6.702	Issued Date 4/3/2023
		Rescinds 6.702	Issued 4/4/2022

1 Student organizations are an extension of the academic curriculum and are intended to complement the
2 basic instructional program.

3
4 The principal, in cooperation with the faculty and student body representatives, shall approve all
5 organizations within the school.

6
7 One or more staff members will serve as sponsors of each organization and will attend all meetings and
8 events. A volunteer may be utilized during the organization's activities in lieu of one or more staff members
9 provided such volunteer has signed a confidentiality agreement, undergone a background search satisfactory
10 to the Board and has been subsequently approved by the Superintendent/~~D~~ designee. Each sponsor will
11 evaluate his organization annually and make recommendations concerning changes, continuance, or deletion
12 from the school's activity program.

13
14 An approved copy of the aims, objectives, and constitution or bylaws for each organization will be kept on file
15 in the principal's office.

16
17 The Superintendent of Schools shall approve all requirements imposed by organizations which have restricted
18 membership.

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20 The nature of any initiation shall be outlined and presented in writing to the organization sponsor and the
21 principal of the school for approval prior to the actual initiation. Hazing by students acting alone or with
22 others is strictly prohibited. Any organization which permits an initiation to go beyond the scope of activities
23 planned and previously approved will be suspended until reinstated by the principal.¹

24
25 Sororities, fraternities, and all secret organizations are prohibited.

26
27 School groups, either continuing or ad hoc, are not permitted to use the school name in participating in public
28 demonstrations or other activities outside the school unless prior written permission has been granted by the
29 principal or ~~his~~ their designated representative. In case of violation, appropriate action will be taken when in
30 the judgment of the Superintendent of Schools circumstances warrant.

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Legal Reference:

37 1. TCA 49-2-120; TCA 49-6-3401

38 _____
Cross Reference:

39 Extracurricular Activities 4.300
40 Student Harassment, Bullying, Cyber-bullying,
41 and Intimidation 6.304
42

Johnson City Board of Education

Monitoring: Review Annually, in May	Student Publications	Descriptor 6.704	Issued Date 4/4/2022
		Rescinds 6.704	Issued 3/1/2010

STUDENT RIGHTS

Students shall be allowed to responsibly express themselves and to disseminate their views in writing.¹

Any student may submit articles and editorials for school-sponsored publications. The procedure for submission of materials shall be published and distributed to all students.

STANDARDS

School-sponsored publications shall adhere to commonly accepted community standards, and no printed material may be distributed which:

1. Is obscene³
2. Is libelous⁴
3. May create a material and substantial disruption of the normal school activity or appropriate discipline in the school.⁵

CONTROL AND SUPERVISION

Student publications shall be under the control of the principal or designee. Each school shall have a faculty sponsor who reviews all publications proposed to be distributed in the school by a student or school group.²

DISTRIBUTION

School authorities shall regulate the time, manner, place and duration for the distribution of student publications.

As it pertains to the school, distribution shall be defined as any manner of disseminating electronic, written or printed materials equally, systematically or merely at random to several or many persons on school grounds.

APPEALS

If a request for distributing any portion of a student publication is denied by the faculty sponsor, the decision may be appealed to the principal, then to the Superintendent of Schools, and ultimately to the Board.

Legal References:

1. U.S. Constitution, Amendment 1
2. Tinker v. Des Moines Independent Community District, 393 U.S. 503 (1969)
3. Sharley v. Northwest Ind. School District, 462 F. 2d 960, 970-71, 5th Cir., 1971
4. Schwartz v. Schuker, 298 F. Supp. 238, 242 (D.C.N.Y. 1969)
5. Braxton v. Municipal Ct., 10 Cal. 3d 138, 514 P. 2d 697, 109 Cal. Rptr. 897 (1973)

Cross References:

- Use of Copyrighted Materials 4.404
- Use of the Internet 4.406
- Web Pages 4.407
- Controversial Issues 4.800

Johnson City Board of Education

Monitoring: Review Annually, in May	Student Social Events	Descriptor 6.705	Issued Date 4/3/2023
		Rescinds 6.705	Issued 3/1/2010

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Events which enhance social development may be conducted by schools but must not interfere with the academic program in any school.

Student organizations may sponsor social events which are planned under the guidance of club sponsors or school administrators, scheduled well in advance, and serve to complement the educational program. Minimal admission fees may be charged to defray costs.

School sponsored social events scheduled for out-of-school hours shall be approved by the principal.

Annual school proms have to be Board of Education approval provided that adequate supervision is secured.

Cross Reference:

Student Fees and Fines 6.709

Johnson City Board of Education

	Descriptor Term: Title IX & Sexual Harassment	Descriptor Code: 6.3041	Issued Date: 4/3/2023
		Rescinds: 6.3041	Issued: 4/4/2022

1 *General*

2 In order to maintain a safe, civil, and supportive learning environment, all forms of sexual harassment
3 and discrimination on the basis of sex are prohibited.¹ This policy shall cover employees, employees'
4 behaviors, students, and students' behaviors while on school property, at any school-sponsored activity,
5 on school-provided equipment or transportation, or at any official school bus stop in accordance with
6 federal law. This policy shall be disseminated annually to all school staff, students, and
7 parent(s)/guardian(s).² The Title IX Coordinator as well as any personnel chosen to facilitate the
8 grievance process shall not have a conflict of interest against any party of the complaint.³ These
9 individuals shall receive training as to how to promptly and equitably resolve student and employee
10 complaints.³

11 All employees shall receive training on complying with this policy and federal law.⁴

12 **TITLE IX COORDINATOR⁵**

13 The Title IX Coordinator shall respond promptly to all general reports as well as formal complaints of
14 sexual harassment. They shall be kept informed by school-level personnel of all investigations and
15 shall provide input on an ongoing basis as appropriate.

16 Any individual may contact the Title IX Coordinator at any time using the information below:

17
18 Title: ~~Dr. Robbie Anderson~~ **Dr. Melissa Stukes**
19 Mailing address: P.O. Box 1517, Johnson City, Tennessee 37605
20 Phone number: 423-434-5200
21 Email: ~~andersonr~~ **stukesm**@jcschools.org

22 **DEFINITIONS⁴**

23 “Complainant” is an individual who is alleged to be the victim of conduct that could constitute sexual
24 harassment.

25 “Respondent” is an individual who is reported to be the perpetrator of conduct that could constitute
26 sexual harassment.

27 “Sexual harassment” is conduct on the basis of sex that satisfies one or more of the following:³

- 1 1. A school district employee conditioning an aid, benefit, or service of an education program or
2 activity on an individual's participation in unwelcome sexual conduct;
- 3
- 4 2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and
5 objectively offensive that it effectively denies a person equal access to the education program
6 or activity; or
- 7 3. Sexual assault,⁶ dating violence,⁷ domestic violence,⁸ or stalking⁹ as defined in state and federal
8 law.

9 Behaviors that constitute sexual harassment may include, but are not limited to:

- 10 1. Sexually suggestive remarks;
- 11
- 12 2. Verbal harassment or abuse;
- 13
- 14 3. Sexually suggestive pictures;
- 15
- 16 4. Sexually suggestive gesturing;
- 17
- 18 5. Harassing or sexually suggestive or offensive messages that are written or electronic;
- 19
- 20 6. Subtle or direct propositions for sexual favors; and
- 21
- 22 7. Touching of a sexual nature.
- 23
- 24 8. Repeated unwanted contact either in person or electronically.

25 Sexual harassment may be directed against a particular person or persons, or a group, whether of the
26 opposite sex or the same sex.

27 "Supportive measures" are non-disciplinary, non-punitive, individualized services and shall be offered
28 to the complainant and the respondent, as appropriate. These measures may include, but are not limited
29 to, the following:

- 30 1. Counseling;
- 31
- 32 2. Course modifications;
- 33
- 34 3. Schedule changes; and
- 35
- 36 4. Increased monitoring or supervision.

37 The measures offered to the complainant and the respondent shall remain confidential to the extent that
38 maintaining such confidentiality would not impair the ability of the school district to provide the
39 supportive measures.

1 **GRIEVANCE PROCESS**

2 Upon learning of an instance of alleged sexual harassment, even if no formal complaint is filed, the
3 Title IX Coordinator shall:

- 4 1. Promptly contact the complainant to discuss the availability of supportive measures;
- 5
- 6 2. Consider the complainant's wishes with respect to supportive measures;
- 7
- 8 3. Inform the complainant of the availability of supportive measures; and
- 9
- 10 4. Explain the process for filing a formal complaint.¹⁰

11 While the school district will respect the confidentiality of the complainant and the respondent as much
12 as possible, some information may need to be disclosed to appropriate individuals. All disclosures shall
13 be consistent with the school district's legal obligations and the necessity to investigate allegations of
14 harassment and take disciplinary action.

15 Disciplinary consequences or sanctions shall not be initiated against the respondent until the grievance
16 process has been completed. Unless there is an immediate threat to the physical health or safety of any
17 student arising from the allegation of sexual harassment that justifies removal, the respondent's
18 placement shall not be changed.¹¹ If the respondent is an employee, they may be placed on
19 administrative leave during the pendency of the grievance process.¹² The Title IX Coordinator shall
20 keep the Superintendent of Schools informed of any employee respondents so that they can make any
21 necessary reports to the State Board of Education in compliance with state law.¹³

22 **Complaints**

23 Any individual who has knowledge of behaviors that may constitute a violation of this policy shall
24 immediately report such information to the Title IX Coordinator, however, nothing in this policy
25 requires a complainant to either report or file a formal complaint within a certain timeframe. If the
26 complaint involves the Title IX Coordinator, the complaint shall be filed with the Superintendent of
27 Schools.

28 If a complaint involves allegations of child abuse, including child abuse on school grounds, appropriate
29 notification shall be made per the board policy on reporting child abuse.

30 Upon receipt of a formal complaint, the Title IX Coordinator shall promptly:¹⁴

- 31 1. Provide written notice of the allegations, and the grievance process to all known parties to give
32 the respondent time to prepare a response before an initial interview;
- 33
- 34 2. Inform the parties of the prohibition against making false statement or knowingly submitting
35 false information;
- 36
- 37 3. Inform the parties that they may have an advisor present during any subsequent meetings; and
- 38

1 4. Offer supportive measures in an equitable manner to both parties.

2 If the Title IX Coordinator dismisses a complaint, written notice, including the reasons for dismissal,
3 shall be provided to both parties simultaneously.¹⁵

4 **Investigations**¹⁶

5 The Title IX Coordinator shall serve as the investigator and be responsible for investigating complaints
6 in an equitable manner that involves an objective evaluation of all relevant evidence. The burden for
7 obtaining evidence sufficient to reach a determination regarding responsibility rests on the school
8 district and not the complainant or respondent.

9 Once a complaint is received, the investigator shall initiate an investigation within forty-eight (48)
10 hours of receipt of the complaint. If an investigation is not initiated within forty-eight (48) hours, the
11 investigator shall provide the Title IX Coordinator with appropriate documentation detailing the
12 reasons why the investigation was not initiated within the required timeframe.

13 All investigations shall be completed within twenty (20) calendar days from the receipt of the initial
14 complaint. If the investigation is not complete within twenty (20) calendar days, the investigator shall
15 provide the Title IX Coordinator with appropriate documentation detailing the reasons why the
16 investigation has not been completed.

17 All investigations shall:

- 18 1. Provide an equal opportunity for the parties to present witnesses and evidence;
- 19
- 20 2. Not restrict the ability of either party to discuss the allegations under investigation or gather
21 and present relevant evidence;
- 22
- 23 3. Refrain from requiring, allowing, relying upon, or otherwise using questions or evidence that
24 seek disclosure of information protected under a legally recognized privilege unless such
25 privilege has been waived;¹⁷
- 26
- 27 4. Provide the parties with the same opportunities to have others present during any grievance
28 proceeding;
- 29
- 30 5. Provide to parties whose participation is requested written notice of the date, time, location,
31 participants, and purpose of all investigative interviews, or other meetings, with sufficient time
32 for the party to prepare to participate;
- 33
- 34 6. Provide both parties an equal opportunity to inspect and review any evidence directly related to
35 the allegations in the formal complaint; and
- 36
- 37 7. Result in the creation of an investigative report that fairly summarizes relevant evidence.
- 38
- 39 a. Prior to the completion of the investigative report, the investigator shall send to each
40 party the evidence subject to inspection and review. All parties shall have at least ten

1 (10) days to submit a written response which shall be taken into consideration in
2 creating the final report.

3 Within the parameters of the federal Family Educational Rights and Privacy Act,¹⁸ the Title IX
4 Coordinator shall keep the complainant and the respondent informed of the status of the investigation
5 process. At the close of the investigation, a written final report on the investigation will be delivered to
6 the parent(s)/guardian(s) of the complainant, parent(s)/guardian(s) of the respondent, and to the
7 Superintendent of Schools.

8 **Determination of Responsibility**¹⁹

9 The respondent is presumed not responsible for the alleged conduct until a determination regarding
10 responsibility is made at the conclusion of the grievance process.²⁰ The preponderance of the evidence
11 standard shall be used in making this determination.²¹

12 The Title IX Coordinator shall act as the decision-maker. They shall receive the final report of the
13 investigation and allow each party the opportunity to submit written questions that he/she wants asked
14 of any party or witness prior to the determining responsibility.

15 The decision-maker shall make a determination regarding responsibility and provide the written
16 determination to the parties simultaneously along with information about how to file an appeal.

17 A substantiated charge against a student may result in corrective or disciplinary action up to and
18 including expulsion. A substantiated charge against an employee shall result in disciplinary action up
19 to and including termination.

20 After a determination of responsibility is made, the Title IX Coordinator shall work with the
21 complainant to determine if further supportive measures are necessary. The Title IX Coordinator shall
22 also determine whether any other actions are necessary to prevent reoccurrence of the harassment.

23 **APPEALS**²²

24 Either party may appeal from a determination of responsibility based on a procedural irregularity that
25 affected the outcome, new evidence that was not reasonably available at the time of the determination
26 that could affect the outcome, or an alleged conflict of interest on the part of the Title IX Coordinator
27 or any personnel chosen to facilitate the grievance process. Appeals shall be submitted to the Title IX
28 Coordinator within ten (10) days of a determination of responsibility.

29 Upon receipt of an appeal, the Title IX Coordinator shall:

- 30 1. Assign an impartial hearing officer within five (5) days of receipt of the appeal; and
- 31 31
- 32 2. Notify the parties in writing.

33 During the appeal process, the parties shall have a reasonable, equal opportunity to submit written
34 statements. Within ten (10) calendar days, the hearing officer shall issue a written decision describing
35 the result of the appeal and the rationale for the result. The written decision shall be provided
36 simultaneously to both parties.

1 RETALIATION²³

- 2 Retaliation against any person who makes a report or complaint or assists, participates, or refuses to
3 participate in any investigation of an act alleged in this policy is prohibited.

Legal References

1. 34 CFR § 106.1
2. 34 CFR § 106.8(b),(c)
3. 34 CFR § 106.45(b)(1)(iii); 34 CFR § 106.45(b)(10)(D)
4. 34 CFR § 106.30(a)
5. 34 CFR § 106.8(a)
6. 20 USCA 1092(f)(6)(A)(v); TCA 36-3-601(10); TCA 71-6-302
7. 34 USCA 12291(a)(10)
8. 34 USCA 12291(a)(8); TCA 40-14-109
9. 34 USCA 12291(a)(30); TCA 39-17-315; TCA 36-3-601(11)
10. 34 CFR § 106.44(a)
11. 34 CFR § 106.44(c)
12. 34 CFR § 106.44(d)
13. TRR/MS 0520-02-03-.09(2); TCA 49-5-417(c)
14. 34 CFR § 106.45(b)(2)
15. 34 CFR § 106.45(b)(3)
16. 34 CFR § 106.45(b)(5); 34 CFR § 106.45(b)(1)(v)
17. 34 CFR § 106.45(b)(1)(x)
18. 20 USCA § 1232g
19. 34 CFR § 106.45(b)(7)
20. 34 CFR § 106.45(b)(1)(iv)
21. 34 CFR § 106.45(b)(1)(vii)
22. 34 CFR § 106.45(b)(8)
23. 34 CFR § 106.71

Cross References

- Section 504 and ADA Grievance Procedures 1.802
 Discrimination/Harassment of Employees (Sexual, Racial,
 Ethnic, Religious) 5.500
 Complaints and Grievances 5.501
 Staff-Student Relations 5.610
 Code of Conduct 6.300
 Student Discrimination, Harassment, Bullying, Cyber-
 bullying, and Intimidation 6.304
 Student Concerns 6.305
 Reporting Child Abuse 6.409

Johnson City Board of Education

Monitoring: Review Annually, in May	Student Surveys, Analyses and Evaluations	Descriptor 6.4001	Issued Date 4/3/2017
		Rescinds 6.4001	Issued 4/5/2016

Surveys, analyses and evaluations for research purposes shall be allowed by the Board of Education when the project is viewed as contributory to greater understanding of the teaching-learning process, the project does not violate the goals of the Board and the disruption of the regular school program is minimal. The Superintendent of Schools shall develop administrative procedures for approving requests for conducting surveys, analyses or evaluations by agencies, organizations or individuals. The requests shall outline what is to be done, who is to be involved and how the results will be used and distributed.¹

Prior to the dissemination of a survey, analysis, or evaluation to students, parents shall be notified of their ability to review the materials.¹ Such notification shall include information indicating the purpose of the survey, analysis, or evaluation as well as who will have access to the results. ~~Following such notification and prior to the administration of the survey, analysis, or evaluation, parents may opt their child out of participation.~~ **The survey, analysis, or evaluation shall only be administered to students under the age of eighteen (18) whose parent(s) or guardian(s) provide written, informed, and voluntarily signed consent. A student who is eighteen (18) years of age or older may participate after he-she provides written, informed, and voluntarily signed consent. The Superintendent of Schools shall develop procedures for granting such parental requests.**¹

~~The Superintendent of Schools shall develop procedures for granting such parental requests and to implement the other provisions of this policy.~~¹

No student shall be required, as part of any program, to submit to a survey, analysis or evaluation that reveals information concerning: ^{1,2}

1. mental or psychological problems of the student or the student's family;
2. sexual behavior or attitudes;
3. illegal, anti-social, self-incriminating, or demeaning behavior;
4. critical appraisals of other individuals with whom respondents have close family relationships;
5. legally privileged relationships;
6. income; or
7. the collection of student biometric data involving the analysis of facial expressions, EEG brain wave patterns, skin conductance, galvanic skin response, heart-rate variability, pulse, blood volume, posture, and eye-tracking³ without the prior consent of the student (if the student is an adult or emancipated minor), or in the case of an unemancipated minor, without the prior written consent of the parent.

The collection of the following student data is strictly prohibited:⁴

1. political affiliation or voting history;
2. religious practices; and
3. firearm ownership.

COLLECTING, DISCLOSING OR USING INFORMATION FOR MARKETING ⁵

In general, the district will not collect, disclose or use personal student information for the purpose of marketing or selling that information or otherwise providing that information to others for that purpose.

If any collected information is to be marketed or sold, parents will be directly notified at least annually at the beginning of the school year of the specific or approximate dates when such information will be collected. Parents **or guardians**, upon request, may inspect any instrument used to collect personal information for the purpose of marketing or selling that information before the instrument is administered or distributed to the student. All parents **or guardians** and students of appropriate age may decline to provide the information requested.

This portion of the policy does not apply to the collection, disclosure or use of personal information collected from students for the exclusive purpose of developing, evaluating or providing educational products or services for or to students or educational institutions to the extent allowed by law, such as the following:⁶

- * College or other postsecondary education recruitment or military recruitment.
- * Book clubs, magazines and programs providing access to low-cost literary products.
- * Tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments.
- * The sale by students of products or services to raise funds for school-related or education-related activities.
- * Student recognition programs.

Legal References:

1. TCA 49-2-211; **Public Acts of 2023, Chapter No. 353**
2. 20 USCA § 1232h
3. TCA 49-1-706
4. TCA 49-1-705
5. 20 USCS §1232h(c)(1); ~~No Child Left Behind, Part F §1061(1)(E)-(F), (2)~~
6. 20 USCS §1232h(c)(4); ~~No Child Left Behind, Part F §1061(4)(A)~~

Cross References:

- Testing Programs 4.700
- Educational Research 4.210

Johnson City Board of Education

Monitoring: Review Annually, in May	Pediculosis (Head Lice)	Descriptor 6.4031	Issued Date 4/3/2023
		Rescinds 6.4031	Issued 4/3/2017

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No student will be denied an education solely by reason of head lice infestation. Their educational program shall be restricted only to the extent necessary to eliminate the risk of transmitting the infestation.

It shall be the responsibility of the principal or school nurse to notify the affected child’s parents/guardians in the event a child has pediculosis (head lice) ~~and require that the student be picked up at school.~~ A letter **Information** will be sent home with the child to explain the condition, the treatment, requirements for readmission and deadlines for satisfactory completion of the treatment.

Exclusion Procedure: When lice are noted, the child ~~will~~ **may** be excluded from school.

Re-admission Procedure: After treatment and removal of all lice, the parent must bring the child to the office of the Johnson City School Nurses or to the school-based nurse, if applicable, for an examination. An admit form will be given to the parent if the child is ~~nit and lice free~~ **free of live lice**.

A student will be expected to have met all requirements for treatment and return to school no later than two (2) days following exclusion for head lice. All days in excess of the allowable period will be marked as unexcused and referred to the attendance supervisor at the proper time.

Johnson City Board of Education

Monitoring: Review Annually, in April	Safe Relocation of a Student	Descriptor 6.4081	Issued Date 4/3/2023
		Rescinds 6.4081	Issued Date 4/4/2022

1 Employees who are directly responsible for a student’s education or who otherwise interact within the scope
2 of their assigned duties may relocate a student from the student’s present location to another location when
3 such relocation is necessary for the student’s safety or the safety of others.¹ Such employees may also
4 intervene in a physical altercation between two or more students or between a student and an LEA employee.
5 Reasonable force may be used to physically relocate or intervene in a conflict if a student is unwilling to
6 cooperate.² If an employee is unable to resolve the matter with the use of reasonable or justifiable force as
7 required, the student shall be allowed to remain in place until such a time as local law enforcement officers or
8 school resource officers can be summoned to relocate the student or take the student into custody until such a
9 time as a parent or guardian can retrieve the student.

10 In the event that physical relocation becomes necessary, the teacher shall immediately file a brief report of the
11 incident with the building principal. If the student's behavior constitutes a violation of the board's zero
12 tolerance policy, then the report shall be placed in the student's permanent record. Otherwise, the report shall
13 be kept in the student's discipline record, and not become a part of that student's permanent record. The
14 principal or the principal’s designee shall notify the teacher involved of the actions taken to address the
15 behavior of the relocated student.

16 The Superintendent of Schools shall create procedures to implement this policy consistent with State and
17 Federal law. Each building principal shall fully support the employees' authority under this policy and fully
18 implement the policy and procedures of the system.

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Legal Reference:

1. TCA 49-6-4008
2. TCA 39-11-603, 609-614

Johnson City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Attendance	Descriptor Code: 6.200	Issued Date: Click here to enter a date.
		Rescinds:	Issued:

1 *General*

2 Attendance is a key factor in student achievement; therefore, students are expected to be present each
3 day school is in session.

4 The Superintendent of Schools/designee shall ensure that this policy is posted in each school building
5 and disseminated to all students, parent(s)/guardian(s), teachers, and administrative staff.

6 The Attendance Supervisor shall oversee the entire attendance program which shall include:¹

- 7 1. All accounting and reporting procedures and their dissemination;
- 8 2. Alternative program options for students who severely fail to meet minimum attendance
9 requirements;
- 10 3. Ensuring that all school age children attend school;
- 11 4. Providing documentation of enrollment status upon request for students applying for new or
12 reinstatement of driver's permit or license; and
13
- 14 5. Notifying the Department of Safety whenever a student with a driver's permit or license
15 withdraws from school.²

16 Student attendance records shall be given the same level of confidentiality as other student records.
17 Only authorized school officials with legitimate educational purposes may have access to student
18 information without the consent of the student or parent(s)/guardian(s).³

19 Absences shall be classified as either excused or unexcused as determined by the principal/designee.
20 Excused absences shall include:⁴

- 21 1. Personal illness/injury;
- 22
- 23 2. Illness of immediate family member;
- 24
- 25 3. Death in the family;
- 26
- 27 4. Extreme weather conditions;
- 28

- 1 5. Religious observances;⁵
- 2
- 3 6. Pregnancy;
- 4
- 5 7. School-endorsed activities;
- 6
- 7 8. Summons, subpoena, or court order; or
- 8
- 9 9. Circumstances which in the judgment of the principal create emergencies over which the
- 10 student has no control.

11 The principal shall be responsible for ensuring that:⁶

- 12 1. Attendance is checked and reported daily for each class;
- 13
- 14 2. Daily absentee sheets contain sign in/sign out sheets and indicate students present or absent
- 15 for the majority of the day;
- 16
- 17 3. All student absences are verified;
- 18
- 19 4. Written excuses are submitted for absences and tardiness; and
- 20
- 21 5. System-wide procedures for accounting and reporting are followed.

22 TRUANCY

23 Annually, the Superintendent of Schools/designee will provide written notice to parent(s)/guardian(s)

24 that attendance at school is required. Students shall be present at least fifty percent (50%) of the

25 scheduled school day in order to be counted present. Students may attend part-time days, alternating

26 days, or for a specific amount of time as indicated in their Individualized Education Plan or 504 Plan

27 and shall be considered present for school attendance purposes. If a student is required to participate in

28 a remedial instruction program outside of the regular school day where there is no cost to the

29 parent(s)/guardian(s) and the school district provides transportation, unexcused absences from these

30 programs shall be reported in the same manner.⁷

31 A student who is absent five (5) days without adequate excuse shall be reported to the Superintendent

32 of Schools/designee who will, in turn, provide written notice to the parent(s)/guardian(s) of the

33 student's absence. If a parent/guardian does not provide documentation within adequate time excusing

34 those absences or request an attendance hearing, then the Superintendent of Schools shall implement

35 tier two of the progressive truancy plan described below prior to referral to juvenile court.

36 *Progressive Truancy Plan*⁸

37 Tier I of the progressive truancy plan shall apply to all students within the district and include

38 schoolwide prevention-oriented supports to assist with satisfactory attendance. These supports shall

39 include, but are not limited to, **insert local practices as to these schoolwide prevention-oriented**

40 **supports** **a family school coordinator at each school to assist with attendance monitoring,**

1 **messages to parents when students are absent, parents must agree to attendance policies and**
2 **procedures when registering their child for school, flyers, incentives for attendance, annual**
3 **attendance week, and a monthly school spotlight for attendance.**

4 Tier II of the progressive truancy plan shall be implemented after the student accumulates five (5)
5 unexcused absences, but before referral to juvenile court, and includes the following:

- 6 1. A conference with the student and the student's parent(s)/guardian(s);
7
- 8 2. An attendance contract, based on the conference, signed by the student, the
9 parent(s)/guardian(s), and the Attendance Supervisor/designee. The contract shall include:
10
 - 11 a. A specific description of the school's attendance expectations for the student;
 - 12 b. The period for which the contract is effective; and
 - 13 c. Penalties for additional absences and alleged school offenses, including additional
14 disciplinary action and potential referral to juvenile court.
- 15
- 16 3. Regularly scheduled follow-up meetings to discuss the student's progress; and
17
- 18 4. A school employee shall conduct an individualized assessment detailing the reasons a student
19 has been absent from school. The employee may refer the student to counseling, community-
20 based services, or other services to address the student's attendance problems.

21 Tier III shall be implemented if the truancy interventions under Tier II are unsuccessful. Tier III shall
22 consist of the following interventions: ~~[e.g., school-based community services;~~
23 ~~participation in a school-based restorative justice program; referral to a school-based teen court;~~
24 ~~Saturday or after-school courses designed to improve attendance and behavior]~~ **referral to**
25 **Johnson City Schools Truancy Board.** The interventions shall address students' needs in an age-
26 appropriate manner. Finalized plans shall be approved by the Superintendent of Schools/designee.

27 **MAKE-UP WORK**

28 ~~[Insert local practices concerning make-up work.]~~ **Each teacher will communicate make-up work**
29 **procedures to parents.**

30 **STATE-MANDATED ASSESSMENT**

31 Students who are absent the day of the scheduled end-of-course (EOC) exams shall present a signed
32 doctor's excuse or shall have been given an excused release by the principal prior to testing to receive
33 an excused absence. Students who have excused absences will be allowed to take a make-up exam.
34 Excused students will receive an incomplete in the course until they have taken the EOC exam.

35 Students who have an unexcused absence shall receive a failing grade on the EOC exam which shall be
36 averaged into their final grade.

37 **CREDIT/PROMOTION DENIAL**

1 Credit/promotion denial determinations may include student attendance; however, student attendance
 2 may not be the sole criterion.⁹ If attendance is a factor prior to credit/promotion denial, the following
 3 shall occur:

- 4 1. The student and the parent(s)/guardian(s) shall be advised if the student is in danger of
 5 credit/promotion denial due to excessive absenteeism; and
 6
- 7 2. Procedures in due process are available to the student when credit or promotion is denied.

8 **DRIVER'S LICENSE REVOCATION²**

9 A student who has more than ten (10) consecutive or fifteen (15) unexcused absences during any
 10 semester shall be ineligible to retain a driver's permit or license.

11 **ATTENDANCE HEARING¹⁰**

12 Students with excessive (more than five (5)) unexcused absences or those in danger of
 13 credit/promotion denial shall have the opportunity to appeal to an attendance hearing committee
 14 appointed by the principal. If the student chooses to appeal, the student or his/her parent(s)/guardian(s)
 15 shall be provided written or actual notice of the appeal hearing and shall be given the opportunity to
 16 address the committee. The committee will conduct a hearing to determine if any extenuating
 17 circumstances exist to excuse an absence(s) or to determine if the student has met attendance
 18 requirements that will allow him/her to pass the course or be promoted. Upon notification of the
 19 attendance committee decision, the principal shall send written notification to the Director of
 20 Schools/designee and the parent(s)/guardian(s) of the student of any action taken regarding the
 21 excessive unexcused absences. The notification shall advise parent(s)/guardian(s) of their right to
 22 appeal such action within two (2) school days to the Director of Schools/designee.

23 The appeal shall be heard no later than ten (10) school days after the request for appeal is received.

24 Within five (5) school days of the Director of Schools/designee rendering a decision, the student's
 25 parent(s)/guardian(s) may request a hearing by the Board, and the Board shall review the record.
 26 Following the review, the Board may affirm or overturn the decision of the Director of
 27 Schools/designee. The action of the Board shall be final.

Legal References

1. [TCA 49-6-3006](#)
2. [TCA 49-6-3017\(c\)](#)
3. [20 USCA § 1232g](#)
4. [TRR/MS 0520-01-02-.17\(5\)](#); [State Board of Education Policy 4.100](#)
5. [TCA 49-6-2904\(b\)\(5\)](#)
6. [TCA 49-6-3007](#)
7. [TCA 49-6-3021](#)
8. [TCA 49-6-3007](#); [TCA 49-6-3009](#)
9. [TCA 49-2-203\(b\)\(7\)](#); [TCA 49-6-3002\(b\)](#)
10. [TRR/MS 0520-01-02-.17\(7\)](#)

Cross References

- School Calendar 1.800
- Extracurricular Activities 4.300
- Interscholastic Athletics 4.301
- Field Trips/Excursions/Competitions 4.302
- Reporting Student Progress 4.601
- Promotion and Retention 4.603
- Recognition of Religious Beliefs, Customs, & Holidays 4.803
- Voluntary Pre-K Attendance 6.2011
- Homeless Students 6.503
- Students in Foster Care 6.505
- Students from Military Families 6.506
- Student Records 6.600

Johnson City Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: <h2 style="text-align: center;">Transfers Within the System</h2>	Descriptor Code: <h3 style="text-align: center;">6.206</h3>	Issued Date:
		Rescinds: <h3 style="text-align: center;">6.206</h3>	Issued: <h3 style="text-align: center;">04/04/19</h3>

1 *General*¹

2 Each year, the ~~Director~~ **Superintendent** of Schools/designee shall review the number of spaces available
 3 in each school by grade, class, and program levels. This information shall be posted on the district’s
 4 website along with the dates of the district’s open enrollment period. The open enrollment period shall
 5 last for thirty (30) days and information about the number of seats available shall be posted for at least
 6 fourteen (14) days prior. The ~~Director~~ **Superintendent** of Schools/designee shall reserve a reasonable
 7 number of enrollment spaces at each school to account for the enrollment of zoned students, siblings of
 8 students, and students who have a parent/guardian employed at the school.²

9 During the district’s open enrollment period each year, a parent/guardian may request that his/her child
 10 attend a school within the district other than the one to which the child is zoned. The ~~Director~~
 11 **Superintendent** of Schools/designee shall review such requests, and if adequate space is available, grant
 12 such transfers. If the number of requests exceeds the number of available spaces, the ~~Director~~
 13 **Superintendent** of Schools/designee shall implement a lottery to fill the available spaces.

14 The open enrollment process shall be completed before other nonresident transfers are approved.

15 **POST ENROLLMENT**¹

16 Once accepted, the student shall provide ~~his/her~~ **their** own transportation to and from the school. The
 17 student must maintain satisfactory attendance, behavior, and effort to remain in the new school.

18 **CHANGE IN RESIDENCE**¹

19 Students whose families transfer their residence to another school area after the first month of school
 20 may complete the school year at their former school. Students who present evidence that they will move
 21 during the school year and who desire to enroll in a new school in the new area may do so with prior
 22 written request for a change of school area.

23 **[NOTE: Not effective in the event of a federally mandated desegregation order.]**³

Legal References

1. [TCA 49-2-128](#)
2. [TCA 49-6-3113](#)
3. [34 C.F.R. § 100.4](#)

Cross References

- Student Assignments 6.205
- Homeless Students 6.503
- Students in Foster Care 6.505

Johnson City Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: <h2 style="text-align: center;">Emergency Allergy Response Plan</h2>	Descriptor Code: <h3 style="text-align: center;">6.412</h3>	Issued Date:
		Rescinds:	Issued:

1 The Superintendent of Schools shall develop and maintain an emergency allergy response plan that meets
 2 state guidelines for managing students with life-threatening allergies. The plan shall include measures
 3 to reduce exposure to allergens and procedures to treat allergic reactions. Components of the plan shall
 4 include, but are not limited to, education and training of personnel, record keeping/documentation,
 5 development and reviews of the allergy action plan, and protocols for classrooms and cafeterias that
 6 include strategies to reduce exposure to allergens.¹

7 Using the state food allergy guidelines plan as a guide, the Superintendent of Schools shall also develop
 8 a process to identify all students with food allergies and develop and implement an individualized health
 9 care plan (IHCP) with an allergy action plan for each specific student.²

10 EPINEPHRINE AUTO-INJECTORS

11 Each school shall maintain epinephrine auto-injectors in at least two (2) unlocked, secure locations
 12 including, but not limited to, the school office and the school cafeteria. **If written in the students**
 13 **IHCP, the student may be allowed to carry an epinephrine auto-injector with them.**

14 In the event of such a reaction, the school nurse or other trained school personnel shall utilize these
 15 epinephrine auto-injectors to respond, under a standing protocol from a physician.

16 The Superintendent of Schools/designee is authorized to seek the auto-injectors through a prescription
 17 written to Johnson City Schools. Upon the issuance of the auto-injectors, the Superintendent of
 18 Schools shall ensure that they are placed within each school and that any needed trainings are
 19 conducted for staff.

Legal References

1. [TCA 49-50-1602\(f\)](#)
2. [Guidelines for Use of Health Care Professionals and Health Care Procedures in a School Setting \(Tennessee Department of Education and Tennessee Department of Health, 2023, pg. 90\)](#)

Cross References

Medicines 6.405

Johnson City Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Fundraising Activities	Descriptor Code: 2.6011	Issued Date: 4/3/2023
		Rescinds: 2.6011	Issued: 12/09/19

1 *General*

2 The following guidelines shall be followed:¹

- 3 1. Fundraising activities shall be authorized by the Board **of Education** and shall be for the purpose
4 of supplementing funds for established school programs and not for replacing funds which are
5 the responsibility of the Board.
- 6 2. Fundraising companies and other salespersons shall obtain permission in writing from the
7 Superintendent of Schools' office in order to visit the schools.
- 8 3. Any commission payable by companies shall be paid in the form of reduced prices to the students
9 or paid into the activity fund of the school for use by the school. No school employee shall
10 personally benefit from any fundraising activity.
- 11 4. The principal shall obtain written approval from the Superintendent of Schools/designee for all
12 fundraising activities, including online fundraising activities, which involve the participation of
13 the general student population in the marketing process of the fundraising effort. All other
14 fundraising activities, including online fundraising activities, shall have written approval from
15 the principal and comply with all administrative procedures issued by the Superintendent of
16 Schools. The authorization request shall contain the following information:²
- 17 a. A list of the proposed fundraising activities;
- 18 b. **Type of fundraising activity;**
- 19 c. Purpose of the fundraising activity;
- 20 d. Proposed uses of funds raised;
- 21 e. Expected student involvement in fundraising activity (school-wide, individual class, or
22 club); and
- 23 f. Margin of profit and how it is to be paid to the school.
- 24 5. The Superintendent of Schools shall determine whether or not the activity will benefit the school,
25 contribute to the welfare of the student body, and supplement, not replace, funds necessary to
26 fulfill the Board's required contributions.

1 6. Students shall not be excused from a regular class to participate in a fundraising activity. No
2 grade in a subject or course shall be affected by a student's participation in a fundraising activity.

3 7. No quotas shall be imposed on students involved, and their efforts shall be voluntary. Students
4 who do not participate in fundraising activities shall not be punished or discriminated against in
5 any way.

6 This policy shall not be construed as preventing a teacher from using instructional or informational
7 materials even though the materials might include reference to a brand, a product, or a service.

8 **LOTTERIES**

9 Any fundraising activity which distributes prizes or makes awards to winners from among purchasers of
10 chances by means of tickets through a random selection process must comply with all relevant laws.³

11 ~~ONLINE FUNDRAISING CROWDFUNDING⁴~~

12 **Crowdfunding is the practice of fundraising via the internet.** Individual schools may establish
13 school-wide online fundraising accounts. **The number of crowdfunding vendors and the number of**
14 **authorized users should be limited.** The accounts shall meet all fundraising requirements established
15 by the Board and the *Tennessee Internal School Funds Uniform Accounting Policy Manual*. The
16 principal/designee of each school shall have access to the established fundraising account to ensure all
17 funds are properly accounted for, and the information is recorded in the school's accounting records by
18 the designated personnel. **Donations are property of the school and should be directly deposited**
19 **into the school's bank account.** Online fundraising shall not be used on behalf and for the benefit of
20 an outside party.

21 An employee shall not engage in online fundraising for educational purposes in his/her official
22 capacity as a district employee or make any reference to non-school sponsored fundraisers, online or
23 otherwise, that would lead another to believe such activity is an approved school fundraiser.

24 ~~FUNDRAISING FOR NONEDUCATIONAL PURPOSES⁴~~

25 ~~On approval of the principal, an employee may be authorized to raise funds from district employees~~
26 ~~and use those funds for the following noneducational purposes:~~

27 ~~1. Bereavement support;~~

28

29 ~~2. Award recognition;~~

30

31 ~~3. Employee morale;~~

32

33 ~~4. Banquets; or~~

34

35 ~~5. Other situations at the principal's discretion.~~

- 1 ~~These funds shall be derived from vending machine revenue or donations.~~
- 2 ~~The Superintendent of Schools shall develop administrative procedures regarding the receipt,~~
- 3 ~~disbursement, accounting, and auditing of these noneducational funds. The Superintendent of Schools~~
- 4 ~~shall ensure that the procedures are consistent with board policy and state law and disseminate them to~~
- 5 ~~all employees.~~

Legal References

1. ~~Tennessee Internal School Funds Uniform Accounting Policy Manual, Section 4-3027, 4-3128~~
2. ~~Tennessee Internal School Funds Uniform Accounting Policy Manual, Section 4-32-29~~
3. **TCA § 3-17-106 et. seq.**
4. ~~TCA 49-2-134~~ **Internal School Funds Manual, Section 4-30**

Cross References

Revenues 2.400
School Support Organization 2.404
Audits 2.703
Vendor Relations 2.809
Student Activity Funds Management 2.900
Staff Gifts and Solicitations 5.605



JOHNSON CITY SCHOOLS

Post Office Box 1517, Johnson City, TN 37605 www.jcschools.org (423) 434-5200 Fax: (423) 218-4968
Dr. Steve Barnett, Superintendent of Schools

School Board Resolution: Appreciation for Community Support and Investment in Johnson City Schools

Whereas, Johnson City Schools recognizes the vital role played by the community in supporting and investing in the education of our students, striving to educate the whole child; and

Whereas, the partnership between the school district and the community has cultivated an environment that nurtures not only academic achievement but also the comprehensive development of our students, addressing their social, emotional, and physical well-being; and

Whereas, the collaborative efforts between Johnson City Schools and our community have created opportunities and unique experiences for our students to experience growth and learning, ensuring that every student receives a well-rounded education that prepares them for success in all aspects of life; and

Whereas, the dedication and commitment of our community members, through their volunteerism, donations, partnerships, and advocacy, have enriched the educational experiences and resources available to our students, enhancing their journey towards becoming responsible, compassionate, and empowered individuals; and

Whereas, the unwavering support of our community has strengthened Johnson City Schools' mission of educating the whole child, fostering an inclusive and supportive learning environment where every student can thrive and reach their full potential;

Now, therefore, be it resolved, that the Johnson City Board of Education expresses profound gratitude and appreciation to the entire community for their unwavering support and investment in our schools, as we collectively strive to educate the whole child;

Be it further resolved, that the Johnson City Board of Education reaffirms its commitment to fostering strong partnerships with the community and pledges to continue working collaboratively to ensure the comprehensive growth and success of every student, addressing their academic, social, emotional, and physical needs.

Adopted this 1 day of April, 2024 by the Johnson City Schools Board.



BOARD OF EDUCATION

Kathy Hall, Chair Paula Treece, Vice Chair Beth Simpson, Secretary
Dr. Ginger Carter Herb Greenlee Thomas Hager, Jr Jonathan Kinnick

The mission of the Johnson City Schools is to enable all students to achieve excellence.





JOHNSON CITY SCHOOLS

Post Office Box 1517, Johnson City, TN 37605 www.jcschools.org (423) 434-5200 Fax: (423) 218-4968
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Thomas B. Hager, Jr., Board Member

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BOARD OF EDUCATION CALENDAR OF EVENTS

April 2024

April 1, 2024
April 1, 2024
April 1, 2024

Make Up Day for 01-19-24 Inclement Weather
Special Session to Review Policy, 5 p.m., Maple Room
Regular Board Meeting, 6 p.m., Board Room

May 2024

May 6, 2024
May 22, 2024
May 25, 2024
May 25, 2024
May 27, 2024

Regular Board Meeting, 6 p.m., Board Room
Last Day of School for 19-20 SY – ½ day for students
Administrative Day
SHHS Graduation, 10 a.m.
Holiday for All Schools and All 12-month employees

June 2024

June 3, 2024

Regular Board Meeting, 6 p.m., Board Room

July 2024

July 1, 2024 (TBD)
July 4, 2024

Regular Board Meeting, 6 p.m., Board Room (Subject to change)
Independence Day Holiday for all 12-month employees

April 4, 2024
April 25, 2024

City Commission Meeting, 6 p.m., City Hall
City Commission Meeting, 6 p.m., City Hall

May 2, 2024
May 5, 2024
May 12, 2024
May 23, 2024
May 27, 2024

City Commission Meeting, 6 p.m., City Hall
Cinco de Mayo
Mother's Day
City Commission Meeting, 6 p.m., City Hall
Memorial Day

June 6, 2024
June 20, 2024
June 16, 2024

City Commission Meeting, 6 p.m., City Hall
City Commission Meeting, 6 p.m., City Hall
Fathers' Day

July 4, 2024
July 11, 2024 (TBD)
July 25, 2024

Independence Day
City Commission Meeting, 6 p.m., City Hall
City Commission Meeting, 6 p.m., City Hall

CERTIFIED LEAVE

Johnson, Jasmine	PreK Teacher Fairmont Elementary 3/18---5/10/2024
Gulley, Jessica	5 th Grade Teacher Mtn. View Elementary 4/5---ESY 2023-2024
Santana, Myra	Special Education Diagnostician Science Hill 10/12 4/26---5/10/2024
Hare, Hannah	Kindergarten Teacher Cherokee Elementary 7/31---1/5/2025
DeVault, Tyler	Gap Lab Teacher Science Hill 10/12 5/1---5/22/2024
Dempsey, Kristen	1 st Grade Teacher Woodland Elementary 3/25---ESY 2023-2024

CERTIFIED INTERIMS

Baldwin, Leanna	Music Teacher Fairmont Elementary 2/26---ESY 2023-2024 For: Matthew Brickey
Lockner, Diann	PreK Teacher Fairmont Elementary 3/18--- 5/10/2024 For: Jasmine Johnson
Rosenbaum, Alexis	5 th Grade Teacher Mtn. View Elementary For: Jessica Gulley

Ledford, Stephanie

Classroom Teacher
Liberty Bell Middle
For: Melissa Griffith

CERTIFIED TEMPORARIES

Renner, Jonathon

Classroom Teacher
Liberty Bell Middle
Replace: Danny Williams

Carruthers, Glynn

2nd Grade Teacher
Towne Acres Elementary
ESY 2023-2024

CLASSIFIED LEAVE

Lough, Warren

Custodian
Full Time
Woodland Elementary
4/17---7/17/2024

Townsend, Brenda

Instructional Assistant
Full Time
Mtn. View Elementary
3/19---3/25/2024

CLASSIFIED RESIGNATIONS

Renner, Jonathon

Instructional Assistant
Full Time
Liberty Bell Middle
3/8/2024

Cornett, Angie

Food Service Bookkeeper
Full Time
Central Office
3/18/2024

Tucker, Johnny

Football Coach
Part Time
Liberty Bell Middle
3/4/2024

McKinley-Kimball, Victoria

Instructional Assistant
Part Time
Cherokee Elementary
2/21/2024

Johnston, Elizabeth

Academic Tutor
Part Time
Towne Acres Elementary
2/16/2024

Cox, Michael

Fingerprinting Clerk
Full Time
Central Office
3/22/2024

CLASSIFIED RETIREMENT

Lewis, Sherry

Instructional Assistant
Full Time
Indian Trail Middle
ESY 2023-2024

Jones, David

Head Custodian
Full Time
North Side Elementary
5/31/2024

Crowe, Ann

Instructional Assistant
Full Time
South Side Elementary
ESY 2023-2024

CLASSIFIED HIRES

Cornett, Angie

Instructional Assistant
Full Time
Indian Trail Middle
Replace: Z. Bickford

Morelock, Pollie

Instructional Assistant
Part Time
South Side Elementary
Replace: R. Gouge

Armstrong, James

Custodian
Part Time
Science Hill 10/12
For: J. Greene

Martin, Allison

Instructional Assistant
Full Time/Temporary
North Side Elementary
New: TISA Grant

Ratliff, Brody

Assistant Boys Volleyball Coach
Part Time
Science Hill 10/12

Schnelle, Laura

8th Grade Girls Head Basketball Coach
Part Time
Liberty bell Middle
Replace: K. Vannoy

Osborne, Christina

Care counselor
Full Time
Woodland Elementary
Replace: M. Wicker

Fox, Michael

Campus Monitor
Full Time
Science 10/12

Sluder, Melanie

Instructional Assistant
Part Time
Towne Acres Elementary

Estes, Caroline

EduCare Assistant
Part Time
Lake Ridge Elementary
Replace: H. Owens

Bowen, Madeline

EduCare Assistant
Part Time
Lake Ridge Elementary
Replace: L. McGuire

Addington, Alexia

EduCare Assistant
Part Time
Lake Ridge Elementary
Replace: C. Smith

McKinley-Kimball, Victoria

Assistant EduCare Director
Part Time
Lake Ridge Elementary
Replace: K. Lowe

Reaves, Macie

EduCare Assistant
Part Time
Towne Acres Elementary

Eggers, Marly

Assistant Food Service Supervisor
Full Time
Central Office
Replace: H. UpChurch

**Substitute Teacher Training
February 19, 2024**

Lauren Whitney
April Morgan
Diann Lockner
Megan Christian
Alexa Elrod



Donation Submittal to BOE Form

School/Program: North Side Elementary

From: Sarah Fried

Date: 2/26/20

Amount: \$ 1,603.28

Donor: Munsey Memorial United Methodist

Donation Stipulation/Restriction:

We request Board Approval to accept Munsey's donation to be used
to purchase 2 outdoor picnic tables.



Donation Submittal to BOE Form

School/Program: South Side /Library

From: Allie Foster Memorial

Date: 2/29/24

Amount: \$ 50.00

Donor: Teachers & Principals

Donation Stipulation/Restriction:

Donation in memory of Allie Foster former South Side student who passed away
in an accident. Donations given by former and current principals and teachers.

This donation is to establish a special book section for "Allies Animals" in South Side Library.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 3/18/24

Amount: \$ 300.00

Donor: Integrity Capital Management

Donation Stipulation/Restriction:

This donation was made for ITMS Robotics Team to go to the
VEX World Competition.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: ALICE ANNE GOODMAN

Date: 12/14/23

Amount: \$ 366.76

Donor: ITMS SOCCER BOOSTERS

Donation Stipulation/Restriction:

This donation will be used to purchase uniforms for the soccer program.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice Anne Goodman

Date: 2/27/24

Amount: \$ 1,000.00

Donor: Allan & Randee Radel Family

Donation Stipulation/Restriction:

This donation was made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice Anne Goodman

Date: 2/27/24

Amount: \$ 480.00

Donor: Scales Elementary School

Donation Stipulation/Restriction:

This donation is made in memory of Charlee Blackburn



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 2/29/24

Amount: \$ 100.00

Donor: Pi Beta Phi Elementary School

Donation Stipulation/Restriction:

This donation was made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 3/8/24

Amount: \$ 68.00

Donor: ITMS Track Team

Donation Stipulation/Restriction:

This donation was made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 3/8/24

Amount: \$ 105.00

Donor: JC Schools SRO

Donation Stipulation/Restriction:

This donation was given in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice Anne Goodman

Date: 2/27/24

Amount: \$ 25.00

Donor: Peggy King

Donation Stipulation/Restriction:

This donation was made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 3/4/24

Amount: \$ 500.00

Donor: Brooke A. & Stephen C. Fuller

Donation Stipulation/Restriction:

This donation was made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 3/4/24

Amount: \$ 50.00

Donor: Joseph & Joan Mourfield

Donation Stipulation/Restriction:

This donation was made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 3/1/24

Amount: \$ 100.00

Donor: Carolyn & John Jentink

Donation Stipulation/Restriction:

This donation was made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 2/29/24

Amount: \$ 100.00

Donor: Martha Jane Axford

Donation Stipulation/Restriction:

This donation was made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 2/29/24

Amount: \$ 50.00

Donor: Rebecca McBride

Donation Stipulation/Restriction:

This donation was made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 2/29/24

Amount: \$ 100.00

Donor: Joseph & Linda Arnone

Donation Stipulation/Restriction:

This donation was made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 2/29/24

Amount: \$ 50.00

Donor: Randolph & Margaret Trentham

Donation Stipulation/Restriction:

This donation was made in memory of Charlie Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 2/29/24

Amount: \$ 100.00

Donor: Sara Chihasz

Donation Stipulation/Restriction:

This donation was made in memory of Charlie Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 2/29/24

Amount: \$ 50.00

Donor: Lynn & Jennifer Wilhoite

Donation Stipulation/Restriction:

This donation was made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 2/29/24

Amount: \$ 250.00

Donor: Jonathan & Angela Livingston

Donation Stipulation/Restriction:

This donation was made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice Anne Goodman

Date: 2/23/24

Amount: \$ 100.00

Donor: Michael & Lisa Terry

Donation Stipulation/Restriction:

This donation is made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice Anne Goodman

Date: 2/27/24

Amount: \$ 100.00

Donor: Richard & Betsy Tinker

Donation Stipulation/Restriction:

This donation is made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice Anne Goodman

Date: 2/27/24

Amount: \$ 100.00

Donor: Mark & Elizabeth Fox

Donation Stipulation/Restriction:

This donation is made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice Anne Goodman

Date: 2/27/24

Amount: \$ 150.00

Donor: TN Cattlemen's Association

Donation Stipulation/Restriction:

This donation was made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 3/4/24

Amount: \$ 100.00

Donor: Carolyn Bledsoe

Donation Stipulation/Restriction:

This donation was made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice Anne Goodman

Date: 3/4/24

Amount: \$ 200.00

Donor: Renee M. Hanks

Donation Stipulation/Restriction:

This donation was made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 3/18/24

Amount: \$ 50.00

Donor: Deborah Grant

Donation Stipulation/Restriction:

This donation was made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 3/18/24

Amount: \$ 200.00

Donor: Mark & Monica Thomas

Donation Stipulation/Restriction:

This donation was made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 3/18/24

Amount: \$ 35.00

Donor: Dennis & Rebecca Chambers

Donation Stipulation/Restriction:

This donation was made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 3/18/24

Amount: \$ 100.00

Donor: Jennifer Haag

Donation Stipulation/Restriction:

This donation was given in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 3/18/24

Amount: \$ 100.00

Donor: Stacy & Ginger Carter

Donation Stipulation/Restriction:

This donation was made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Indian Trail Middle School

From: Alice A. Goodman

Date: 3/18/24

Amount: \$ 100.00

Donor: Heather Karnes

Donation Stipulation/Restriction:

This donation was made in memory of Charlee Blackburn.



Donation Submittal to BOE Form

School/Program: Liberty Bell Middle School

From: Kelsey Walker/Heather Lonon

Date: 3/20/24

Amount: \$ 755.96

Donor: LB volleyball booster club

Donation Stipulation/Restriction:

to offset the cost of volleyball shirts



Donation Submittal to BOE Form

School/Program: Liberty Bell Middle School

From: Kelsey Walker/Heather Lonon

Date: 2/28/24

Kelsey Walker

Amount: \$ 123.17

Donor: Jimmy Starr

Donation Stipulation/Restriction:

1950 Alumni of SHHS fund for orchestra program

2-28-2024

Received \$123.47⁰⁰ as a donation from
1950 Alumni of SHHS for Orchestra.

Jimmy Starr bought the funds to be
used by Orchestra at LBMS.

Received - Cash \$123.17

Donation received by Nancy Layton
from Jimmy Starr

Signed Jimmy Starr

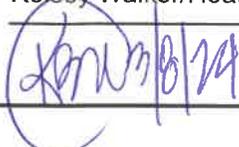


Donation Submittal to BOE Form

School/Program: Liberty Bell Middle School

From: Kelsey Walker/Heather Lonon

Date: 3/8/24



Amount: \$ 844.00

Donor: Multiple families

Donation Stipulation/Restriction:

Donations were made to offset the cost of the band trip



Donation Submittal to BOE Form

School/Program: Liberty Bell Middle School

From: Kelsey Walker/Heather Lonon

Date: 3/8/24

(Handwritten signature and date)
KW 3/8/24

Amount: \$ 25.00

Donor: Tom Patton

Donation Stipulation/Restriction:

Cash donation to go into baseball account



Donation Submittal to BOE form

School/Program: SCIENCE HILL HIGH SCHOOL

From: Sandy McInturff

Date: 3/8/24

Amount : \$1,144.80

Donor: SH Tennis Booster Club

address: 257 Herb Hodge Rd
JC, TN 37601

Donation Stipulation/Restriction:

Women's tennis	BSN Tanks	\$1,144.80
		\$0.00
		\$0.00
		\$0.00

E-MAILED
MAR 11 2024



Donation Submittal to BOE form

School/Program: SCIENCE HILL HIGH SCHOOL

Susan Sterling Lambert

From: Rick Beeson

Date: 3-8-24

Amount: N/A

Donor: Rick Beeson

address: 806 Princeton Rd
Johnson City, TN 37601

Donation Stipulation/Restriction:

<u>The Beeson family donated to the</u>	<u>\$0.00</u>
<u>Orchestra 2 violins/with cases and</u>	<u>\$0.00</u>
<u>1 Viola/with case</u>	<u>\$0.00</u>
	<u>\$0.00</u>

E-MAILED

MAR 11 2024



Donation Submittal to BOE form

School/Program: SCIENCE HILL HIGH SCHOOL

From: Sandy McInturff

Date: 3/8/24

Amount : \$200.00

Donor: Cooper Family Charitable Fund

address: PO Box 23559
St Petersburg, FL 33742

Donation Stipulation/Restriction:

SHHS	\$100.00
Topper Academy	\$100.00
	\$0.00
	\$0.00

E-MAILED
MAR 11 2024



Donation Submittal to BOE form

School/Program: SCIENCE HILL HIGH SCHOOL

From: Sandy McInturff

Date: 2/23/24

Amount : \$2,000.00

Donor: JCPSF-Reed Darden

address: PO Box 1517
Johnson City, TN 37605

Donation Stipulation/Restriction:

Baseball	L95000	\$2,000.00
		\$0.00
		\$0.00
		\$0.00

E-MAILED
MAR 11 2024



Donation Submittal to BOE form

School/Program: SCIENCE HILL HIGH SCHOOL

From: Sandy McInturff

Date: 2/23/24

Amount: \$2,000.00

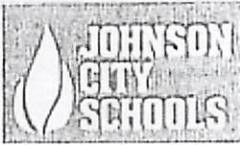
Donor: JCPSF-

address: PO Box 1517
Johnson City, TN 37605

Donation Stipulation/Restriction:

Donations	L90002	\$2,000.00
		\$0.00
		\$0.00
		\$0.00

E-MAILED
MAR 11 2024



Donation Submittal to BOE form

School/Program: SCIENCE HILL HIGH SCHOOL

From: Sandy McInturff

Date: 3/14/24

Amount : \$2,000.00

Donor: Richard Manahan

address: n/a

Donation Stipulation/Restriction:

Men's Wrestling	L95015	\$500.00
Women's Wrestling	L95015	\$500.00
Golf	L95006	\$500.00
Women's Basketball	L95002	\$500.00

E-MAILED
MAR 14 2024



Donation Submittal to BOE Form

School/Program: Science Hill Baseball / Ryan Edwards Head Baseball Coach

From: Ryan Edwards Jerry Higgins Jerry Higgins Date: 3-18-24

Amount: 1290.00

Donor: Anonymous Donations
at the Door for SH Baseball
1st Pitch Dinner

Donation Stipulation/Restriction:

No Restriction - Anonymous Donations at
the door for our 1st Pitch Dinner
at Grand Topper Hall



Donation Submittal to BOE Form

School/Program: Robotics Club

From: Jill Klevor
Energy Systems

Date: 2/27/24

Amount: 1001⁰⁰

Donor: Energy Systems

Donation Stipulation/Restriction:

None



Donation Submittal to BOE Form

School/Program: Robotics

From: Jed Kleven

Date: 1 March 24

Amount: 200⁰⁰

Donor: Rong Xu

Donation Stipulation/Restriction:

None



Donation Submittal to BOE form

School/Program: Science Hill - Topper Academy

From: Nadia Keri
Case Manager

Date: March 18, 2024

Amount: 50
(gift card)

Donor: DICK'S Sporting Goods

Donor address: 2011 North Roan Street Ste C Johnson City, TN 37601

Donation Stipulation/Restriction:

Topper Academy

2024 Board Committee Reports

1. Athletic Committee – Herb Greenlee, Jonathan Kinnick and Paula Treece
2. Communications Committee – Beth Simpson and Paula Treece
3. Curriculum Council: (Usually the 4th Tuesday of every month from 4-6 p.m. but dates are subject to change - no meeting in June, July, or December)
 - January 23, 2024 – Beth Simpson
 - February 27, 2024 – Dr. Ginger Carter
 - March 26, 2024 – Herb Greenlee
 - April 23, 2024 – Kathy Hall
 - May 14, 2024 – Paula Treece
 - August 20, 2024 – Jonathan Kinnick
 - September 24, 2024 – Tom Hager
 - October 22, 2024 – Beth Simpson
 - November 26, 2024 – Kathy Hall
4. Facilities/Capital Improvements/Site Selection Committee – Dr. Ginger Carter, Herb Greenlee, Kathy Hall and Jonathan Kinnick
5. Finance Committee – Tom Hager, Kathy Hall, Jonathan Kinnick, and Paula Treece
6. Foundation Board – Kathy Hall and Beth Simpson
7. Policy Committee – Kathy Hall, plus one other Board Member:

<u>Section</u>	<u>Committee Meets</u>	<u>Board Review 5:00 p.m.</u>	<u>Board Member</u>
Five – Personnel	January	February	Herb Greenlee
One – School Board Operations	August	November	Dr. Ginger Carter
Three – Support Services	September	November	Tom Hager
Four – Instructional Services	October	November	Paula Treece
Two – Fiscal Management	November	February	Jonathan Kinnick
Six – Students	December	February	Beth Simpson

8. School Zone Assignment Advisory Committee – Tom Hager and Paula Treece
9. Sick Leave Bank Trustee (Second year of a three-year term) – Tom Hager
10. Superintendent’s Compensation Committee – Paula Treece (Chair) and Kathy Hall
11. Tennessee Legislative Network (TLN) – Beth Simpson
12. Safety Security Committee - Dr. Ginger Carter, Herb Greenlee, Kathy Hall and Jonathan Kinnick
13. Student Activities Ad Hoc Committee - Kathy Hall, Beth Simpson and Paula Treece
14. Ad Hoc Foyers Committee - Kathy Hall, Beth Simpson and Paula Treece
15. JC Council of PTAs Committee - Beth Simpson, Kathy Hall, Paula Treece and Tom Hager February 7, and May 1.

***JOHNSON CITY
BOARD OF EDUCATION
UPCOMING MEETINGS***

- **April 1, 2024 Special Session to Review Policy, 5 p.m., Maple Room**
- **April 1, 2024 Regular Board Meeting, 6 p.m., Board Room**
- **May 6, 2024 Regular Board Meeting, 6 p.m., Board Room**
- **June 3, 2024 Regular Board Meeting, 6 p.m., Board Room**
- **July - (TBD) Regular Board Meeting, 6 p.m., Board Room (Subject to change)**