

SCHOOL BOARD WORK SESSION COMMITTEE
 AGENDA
 Thursday, November 14, 2013
 6:00 p.m.
Carolyn Campbell Conference Room

TIME/TAB	ITEM	PERSON RESPONSIBLE	PURPOSE
Tab 1 5 Minutes	Field Trip Fee Requests	Mike Looney	Consent Agenda Item
Tab 1 5 Minutes	Approval of the EESI Council's Grant for Reimbursement on Various Energy Related Projects	Leslie Holman	Consent Agenda Item
5 Minutes	Facilities & Construction Update	Kevin Fortney	Information
Tab 2 45 Minutes	Superintendent's Report <ul style="list-style-type: none"> • Middle College High School Redesign <i>Annual Agenda Items- Strategic Plan</i> ✓ <i>Strategic Plan Report for Student Programming & Teacher Quality</i> • Strategic Plan 	Mike Looney	Information
Tab 2 15 Minutes	Board Chairman's Report <ul style="list-style-type: none"> • Board Member Topics for Discussion 	Pat Anderson	Information for Discussion
Tab 3 10 Minutes	Board Policy Revisions, 1st Reading <ul style="list-style-type: none"> • 1.403 - Board Meeting Agendas • 5.604 - Overtime Pay 	Jason Golden	Info for Board Agenda Items
5 Minutes	Update on Current Budget Status	Leslie Holman	Information
Tab 3 5 Minutes	2013-2014 GPSF Budget Amendments <ul style="list-style-type: none"> • Energy Efficient Grant • PTO Position • Special Education Additional Expenses • Inter Category Budget Adjustment for Principals Salaries 	Leslie Holman	Info for Board Agenda Items
Tab 3 10 Minutes	Adoption & Approval of 2013-2014 Board Goals	Pat Anderson	Info for Board Agenda Items
Tab 3 30 Minutes	Evaluation of 2012-2013 School Board Goals	Pat Anderson	Info for Board Agenda Items
Tab 3 20 Minutes	2014-2015 School Calendar	Mike Looney	Info for Board Agenda Items
Tab 3 20 Minutes	Rezoning Recommendations for 2014-2015	Mike Looney	Info for Board Agenda Items
Tab 4	Monthly Reports & Miscellaneous Info		

Attorney-client meeting will immediately follow Work Session.



1320 West Main Street, Suite 202

Franklin, TN 37064-3700

The Williamson County Board of Education will meet in regular session on Monday, November 18, 2013 at **6:30 p.m.** in the Auditorium of the Williamson County Administrative Complex.

AGENDA

- ❖ **Call to Order**
 - Pledge of Allegiance

- ❖ **Approval of Agenda**

- 1. **Consent Agenda**
 - a. Approval of School Board Meeting Minutes
 - October 21, 2013
 - b. Approval of Recommendations for Field Trip Fee Requests
 - c. Approval of the Energy Efficient Schools Initiative (EESI) Council's Grant for Reimbursement on Various Energy Related Projects

- ❖ **Items of Particular Public Interest**
 - a. Public Comment

- 2. **Communications to the Board**
 - a. Superintendent's Report
 - District Update
 - Student Spotlight
 - Teacher/Staff Spotlight
 - b. Board Chairman's Report

- ❖ **Unfinished Business**

- 3. **New Business**
 - a. Board Policy Revisions, *1st Reading*
 - i. 1.403 - Board Meeting Agendas
 - ii. 5.604 - Overtime Pay
 - b. 2013-2014 General Purpose School Fund Budget Amendments

- i. Energy Efficient Grant
- ii. PTO Position
- iii. Special Education Additional Expenses
- iv. Inter Category Budget Adjustments for Principals Salaries
- d. Adoption and Approval of 2013-2014 Board Goals
- e. Evaluation of 2012-2013 School Board Goals
- f. 2014-2015 School Calendar
- g. Rezoning Recommendations for 2014-2015

❖ **Adjournment**

4. Monthly Reports and Miscellaneous Information

SCHEDULED MEETINGS:

November 14 - Board Work Session, 6:00 p.m., Carolyn Campbell Room

November 18 - School Board Meeting, 6:30 p.m., Administrative Complex Auditorium

November 25 – Education Committee Meeting, 5:30 p.m., Administrative Complex Auditorium

January 4 - School Board Training, 8:00 a.m. - 4:00 p.m., Carolyn Campbell Room

January 6 - CC Budget Committee Meeting, 4:30 p.m., Executive Conference Room

January 6 – Board Policy Committee Meeting, 6:00 p.m., Carolyn Campbell Room

January 13 – County Commission Meeting, 7:00 p.m., Administrative Complex Auditorium

January 16 - Board Work Session, 6:00 p.m., Carolyn Campbell Room

January 21 (Tuesday) - School Board Meeting, 6:30 p.m., Administrative Complex Auditorium

MINUTES

WILLIAMSON COUNTY BOARD OF EDUCATION

REGULAR MEETING

October 21, 2013

A. Call to Order

The Williamson County Board of Education met in regular session on Monday, October 21, 2013 in the Williamson County Administrative Complex Auditorium.

1. Pledge of Allegiance

Chairman Pat Anderson called the meeting to order at 6:30 p.m.

The pledge of allegiance was led by Robert Hullett after which the Board observed a moment of silence.

Members Present11

Kenneth Peterson	1 st District	Robert Hullett	7 th District
Janice Mills	2 nd District	Pat Anderson	8 th District
P. J. Mezera	3 rd District	Rick Wimberly	9 th District
- - -	4 th District	Eric Welch	10 th District
Gary Anderson	5 th District	Mark Gregory	11 th District
Cherie Hammond	6 th District	Vicki Vogt	12 th District

Members Absent1

Tim McLaughlin 4th District

B. Approval of Agenda

Chairman Anderson noted before approving the agenda, including the Consent Agenda, Board Policy 1.403 had been removed from the agenda at the Work Session.

There being no further additions or corrections Janice Mills moved to approve the agenda, including the Consent Agenda, as presented. P. J. Mezera seconded the motion.

Chairman Anderson called for a voice vote on the motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Janice Mills	Yes	Pat Anderson	Yes
P. J. Mezera	Yes	Rick Wimberly	Yes

---	---	Eric Welch	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Cherie Hammond	Yes	Vicki Vogt	Yes

Action: Motion Carried.

Chairman Anderson read the approved Consent Agenda to the audience.

C. Consent Agenda (as approved above)

1. Approval of School Board Meeting Minutes
 - September 16, 2013
2. Approval of Board Policy Revisions, *2nd Reading*
 - i. 5.115 - Transfer
3. Approval of Recommendations for Field Trip Fee Requests
4. Approval of Recommendation for Increase in Special Education Rate for Substitutes
5. Approval of 2013-2014 K-12 Social Studies Textbook Adoption Committee Membership Recommendation
6. Approval of 2014-2015 Budget Timeline

D. Items of Particular Public Interest

1. Public Comment

Chairman Anderson called on the following individuals who had requested the opportunity to address the Board:

- Debbie Mi spoke about the rezoning of Lipscomb, Brentwood Middle and Brentwood High.
- Jamie Phillips asked the Board to reconsider the proposal to rezone Lipscomb Elementary and reject the current proposal.
- Jennifer Simpson shared her concerns regarding the proposal to rezone Jackson Lake residents from Lipscomb and asked the Board to look at alternatives.

E. Communications to the Board

1. Superintendent's Report

Dr. Mike Looney presented red ribbons and wrist bands to Board members and encouraged the Board to show their support by wearing them during the district's Red Ribbon Week. He also shared that it was National Bus Safety Week.

Reward Schools from across the district were recognized. Honored for Performance: Brentwood High, Edmondson, Franklin, Grassland Elementary, Hillsboro, Independence, Kenrose, Lipscomb, Nolensville, Oak View, Page Middle, Pearre Creek, Scales, Summit, Sunset Middle, Walnut Grove, Winstead and Woodland.

Honored for Performance and Progress: Allendale, Brentwood Middle, Clovercroft, Crockett, Page High, Grassland Middle, Sunset Elementary and Trinity.

- Student Spotlight

Student Spotlights included Ravenwood senior Wesley Horky who was named an Under Armour All American. His coach is Will Hester.

Obezimnaka Boms and Frank Brown of Ravenwood were honored for being named Semifinalists in the 2014 National Achievement Scholarship Program, which recognizes academically talented African-American high school students.

Several high schools had students named to the All State Choir including Brentwood's Jordan Breece and Andrew Fischer, teacher Natalie Pratt; Centennial's Alli Brown, Jake Cannon, Amelia Edwards, Sarah Moore and Rachel Keller, teacher Mindy Hoover; Franklin's Elizabeth Schenk, teacher Cynthia Fehrman; Independence's Joseph Carter and Andrew Maguire, teacher Mary Lee Atenhan; Ravenwood's Melissa Danly, Jenna Nam, Collin Schey, Ellen Sudarshan, Emily Whitlow and Sarah Yang, teacher Lauren Ramey; and Summit's Savannah Benjamin, Kayla Hack, Celina James, Trevor Kassis, Caleb Ketring, Nicole Turner and Kristina Wall, teacher Jenna Elsberry.

- Teacher/Staff Spotlight

Three staff members were honored with spotlights including Walnut Grove Elementary Art Teacher Janet Taylor who was named the 2013-14 Tennessee Art Education Association Middle Region Art Educator of the Year; Fairview Middle Art Teacher Michelle Vinci who was named Tennessee Art Education Association Board of Directors Middle School Representative; and Page High Principal Dr. Andrea Anthony who was named National Association of Secondary School Principals Principal of the Year for Tennessee.

2. Board Chairman's Report

Chairman Anderson thanked WCS Ambassadors Melinda Miller and John Mayer for their contributions to the district. Miller created a program called Bank of Free Nights where area hotels donated stays for use in PTO fundraising efforts. Mayer donated \$30,000 to Brentwood High to create a leasing program with Carpenter Bus Services to transport school athletes more efficiently. She also thanked Nissan Corporation for its \$10,000 donation to Ladders to HOPE.

F. Unfinished Business

There was no unfinished business before the Board.

G. New Business

1. Board Policy Revision, 1st Reading

a. 4.60511 - Graduation with Honors or Distinction - Editorial Only

Chairman Anderson called on Superintendent Looney who recommended approval of Policy 4.60511 as outlined on the first reading by the Board Policy Committee.

Ms. Mills moved to approve the recommendation and Eric Welch seconded the motion.

Chairman Anderson called for a roll call vote on the main motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Janice Mills	Yes	Pat Anderson	Yes
P. J. Mezera	Yes	Rick Wimberly	Yes
---	---	Eric Welch	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Cherie Hammond	Yes	Vicki Vogt	Yes

Action: Yes, 11; No, 0; Abstain, 0; Motion Carried

2. 2013-2014 General Purpose School Fund Budget Amendments

a. PTO Position

Chairman Anderson called on Superintendent Looney who recommended approval of a resolution appropriating \$14,365 for a PTO funded position.

Rick Wimberly moved to approve the recommendation and Cherie Hammond seconded the motion.

Chairman Anderson called for a roll call vote on the main motion.

Kenneth Peterson	No	Robert Hullett	Yes
Janice Mills	No	Pat Anderson	Yes
P. J. Mezera	Yes	Rick Wimberly	Yes
---	---	Eric Welch	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Cherie Hammond	Yes	Vicki Vogt	Yes

Action: Yes, 9; No, 2; Abstain, 0; Motion Carried

3. Intra-Category Transfers

a. Destination Imagination

Chairman Anderson called on Superintendent Looney who recommended approval of transferring \$15,000 for contracting with Destination Imagination for the program to be offered as an extracurricular activity for our schools from the Superintendents site based funds.

Mr. Wimberly moved to approve the recommendation and Mark Gregory seconded the motion.

Chairman Anderson called for a roll call vote on the main motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Janice Mills	Yes	Pat Anderson	Yes
P. J. Mezera	No	Rick Wimberly	Yes
- - -	- - -	Eric Welch	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Cherie Hammond	Yes	Vicki Vogt	Yes

Action: Yes, 10; No, 1; Abstain, 0; Motion Carried

b. Centennial and Fairview High Fields

Chairman Anderson called on Superintendent Looney who recommended approval of \$150,000 for repair work to fields at Centennial and Fairview High due to weather damage moved from left over capital funds for general purposes.

Vicki Vogt moved to approve the recommendation and Mr. Welch seconded the motion.

Chairman Anderson called for a roll call vote on the main motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Janice Mills	Yes	Pat Anderson	Yes
P. J. Mezera	Yes	Rick Wimberly	Yes
- - -	- - -	Eric Welch	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Cherie Hammond	Yes	Vicki Vogt	Yes

Action: Yes, 11; No, 0; Abstain, 0; Motion Carried

4. Code of Ethics

Chairman Anderson stated the Board has a policy, which follows state law, that the Board adopt annually and approve a Code of Ethics. This Code of Ethics was reviewed at the Work Session.

Kenneth Peterson made a motion to approve the Code of Ethics and Mr. Hullett seconded the motion.

Chairman Anderson called for a roll call vote on the main motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Janice Mills	Yes	Pat Anderson	Yes
P. J. Mezera	Yes	Rick Wimberly	Yes
---	---	Eric Welch	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Cherie Hammond	Yes	Vicki Vogt	Yes

Action: Yes, 11; No, 0; Abstain, 0; Motion Carried

Following the vote Chairman Anderson asked each Board member to read aloud sections of the Code of Ethics for the public to hear.

5. Five Year Capital Outlay Plan 2013-2018

Chairman Anderson called on Superintendent Looney who recommended approval of the Five Year Capital Outlay Plan for 2013-2018.

Mr. Hullett moved to approve the recommendation and Ms. Hammond seconded the motion.

Chairman Anderson called for a roll call vote on the main motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Janice Mills	Yes	Pat Anderson	Yes
P. J. Mezera	Yes	Rick Wimberly	Yes
---	---	Eric Welch	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Cherie Hammond	Yes	Vicki Vogt	Yes

Action: Yes, 11; No, 0; Abstain, 0; Motion Carried

H. Adjournment

There being no further business to come before the Board, Chairman Anderson adjourned the meeting at 7:30 p.m.

Trip ID	Trip Date	Return Date	Approved	Origin	Trip Name	Trip Type	Activity Type	#	Destination
1679	12/13/2013	12/13/2013	11/5/2013	Bethesda Elementary	BES-Walsh	Academic Field Trip	3rd grade	90	Adventure Science Center
Notes/Fees Total cost per student - \$11.50									
1684	1/7/2014	1/7/2014	11/5/2013	Bethesda Elementary	BES-Moore	Academic Field Trip	School Wide	550	Bethesda Elementary
Notes/Fees Total cost per student \$8.00This is Skatettime - program runs from January 7th - January 27thNo bus required									
1687	2/7/2014	2/7/2014	11/5/2013	Bethesda Elementary	BES-Ryan	Academic Field Trip	School Wide	550	Bethesda Elementary
Notes/Fees Total cost per student \$1.25									
1690	2/24/2014	2/24/2014	11/5/2013	Bethesda Elementary	BES-Ryan	Academic Field Trip	School Wide	550	Bethesda Elementary
Notes/Fees Total cost per student \$5.00Super Scientist- Dates: 2/24 thru 2/28/14Each grade levels has a different day assigned.									
1780	11/21/2013	11/21/2013	11/6/2013	Brentwood High	Freshman Basketball Game	Academic Field Trip	JV Boys Basketball	25	Brentwood Academy
Notes/Fees No bus needed. This a freshman game but I couldn't find that in the drop down menu.									
1740	11/22/2013	11/22/2013	11/5/2013	Brentwood High	White Station Quiz Bowl Tourna	Academic Field Trip	9th - 12th grade	5	White Station High School
Notes/Fees Cost/Student: \$0.00									
1675	12/3/2013	12/3/2013	10/30/2013	Brentwood High	Chamber Singers	Academic Field Trip	Chorus/Choir	29	Brentwood Country Club
Notes/Fees Cost/Student: \$0.00									
1781	12/5/2013	12/5/2013	11/6/2013	Brentwood High	Freshman Basketball Game	Academic Field Trip	JV Boys Basketball	25	Centennial High
Notes/Fees No bus needed. This a freshman game but I couldn't find that in the drop down menu.									
1700	12/9/2013	12/9/2013	11/1/2013	Brentwood High	Fox 17 & StagePost Productions	Academic Field Trip	9th - 12th grade	40	StagePost Productions
Notes/Fees Cost/Student: \$0.00									
1700	12/9/2013	12/9/2013	11/1/2013	Brentwood High	Fox 17 & StagePost Productions	Academic Field Trip	9th - 12th grade	40	WZTV-WNAB-WUXP
Notes/Fees Cost/Student: \$0.00									
1782	12/9/2013	12/9/2013	11/6/2013	Brentwood High	Freshman Basketball Game	Academic Field Trip	JV Boys Basketball	25	Independence High
Notes/Fees No bus needed. This a freshman game but I couldn't find that in the drop down menu.									
1783	12/14/2013	12/14/2013	11/6/2013	Brentwood High	Freshman Basketball Game	Academic Field Trip	JV Boys Basketball	25	Montgomery Bell Academy
Notes/Fees No bus needed. This a freshman game but I couldn't find that in the drop down menu.									
1591	1/9/2014	1/11/2014	10/28/2013	Brentwood High	BHS Band All Midstate Band	Band Trip	Concert	15	MTSU
Notes/Fees Cost to students: \$0No driver needed. We will be using either charter bus arranged by the Band Directors Association or I will request and drive a bus to supplement the charter bus, depending on the number of students participating county-wide, which won't be known until after Dec. 14.									
1130	1/10/2014	1/11/2014	10/15/2013	Brentwood High	Forensic Team	Academic Field Trip	Forensics	26	Samford University
Notes/Fees Cost/Student: \$0.00OVERNIGHT trip with parents driving their own students. NO BUS									
1743	1/11/2014	1/11/2014	11/5/2013	Brentwood High	Science Olympiad Invitational	Academic Field Trip	9th - 12th grade	50	Pope John Paul II High School
Notes/Fees Cost/Student: \$0.00No WCS transportation is required. Parents will transport students to and from competition site for this one-day event. No participation costs for students.									
1784	1/15/2014	1/15/2014	11/6/2013	Brentwood High	Freshman Basketball Game	Academic Field Trip	JV Boys Basketball	15	Ensworth High School
Notes/Fees No bus needed. This a freshman game but I couldn't find that in the drop down menu.									
1592	1/16/2014	1/18/2014	10/28/2013	Brentwood High	Midstate Orchestra/Jazz	Band Trip	Concert	10	MTSU
Notes/Fees Cost to students: \$0No driver needed. We will be using either charter bus arranged by the Band Directors Association or I will request and drive a bus to supplement the charter bus, depending on the number of students participating county-wide, which won't be known until after Dec. 14.									
1785	1/16/2014	1/16/2014	11/6/2013	Brentwood High	Freshman Basketball Game	Academic Field Trip	JV Boys Basketball	15	Franklin High
Notes/Fees No bus needed. This a freshman game but I couldn't find that in the drop down menu.									
1133	1/17/2014	1/18/2014	10/15/2013	Brentwood High	Forensic Team	Academic Field Trip	Forensics	26	University of Alabama
Notes/Fees Cost/Student: \$0.00OVERNIGHT trip with parents driving their own students. NO BUS									
1706	1/17/2014	1/19/2014	11/4/2013	Brentwood High	State Thespians Conference	Academic Field Trip	Drama	30	Middle Tennessee State University
Notes/Fees Cost/Student: \$0.00We will leave BHS, pick up at Page High school, drop off at MTSU, at which time the driver will return to run afternoon routes. We will need the driver to return to MTSU Friday evening thru Sunday noon.									
1706	1/17/2014	1/19/2014	11/4/2013	Brentwood High	State Thespians Conference	Academic Field Trip	Drama	30	Page High
Notes/Fees Cost/Student: \$0.00We will leave BHS, pick up at Page High school, drop off at MTSU, at which time the driver will return to run afternoon routes. We will need the driver to return to MTSU Friday evening thru									

Trip ID	Trip Date	Return Date	Approved	Origin	Trip Name	Trip Type	Activity Type	#	Destination
	<i>Sunday noon.</i>								
1786	1/22/2014	1/22/2014	11/6/2013	Brentwood High	Freshman Basketball Game	Academic Field Trip	JV Boys Basketball	25	Father Ryan High School
	Notes/Fees <i>No bus needed. This a freshman game but I couldn't find that in the drop down menu.</i>								
1787	1/23/2014	1/23/2014	11/6/2013	Brentwood High	Freshman Basketball Game	Academic Field Trip	JV Boys Basketball	15	Dickson County High School
	Notes/Fees <i>No bus needed. This a freshman game but I couldn't find that in the drop down menu.</i>								
1135	1/24/2014	1/26/2014	10/15/2013	Brentwood High	Forensic Team	Academic Field Trip	Forensics	10	Emory University
	Notes/Fees <i>Cost/Student: \$0.00OVERNIGHT trip with parents driving their own students. NO BUS</i>								
1788	1/30/2014	1/30/2014	11/6/2013	Brentwood High	Freshman Basketball Game	Academic Field Trip	JV Boys Basketball	25	Ravenwood High
	Notes/Fees <i>No bus needed. This a freshman game but I couldn't find that in the drop down menu.</i>								
1012	2/1/2014	2/1/2014	10/15/2013	Brentwood High	Forensic Team	Academic Field Trip	Forensics	55	Northeast High School
	Notes/Fees <i>Cost/Student: \$0.00Andi Teran requested driver. Pick up in East Parking Lot (in front of baseball field) by first set of double doors. ACTUAL departure time is 6:30 AM and return time is 7:00 PM</i>								
1789	2/3/2014	2/3/2014	11/6/2013	Brentwood High	Freshman Basketball Game	Academic Field Trip	JV Boys Basketball	15	Summit High School
	Notes/Fees <i>No bus needed. This a freshman game but I couldn't find that in the drop down menu.</i>								
1724	2/6/2014	2/6/2014	11/1/2013	Brentwood High	MBA Math Contest	Academic Field Trip	9th - 12th grade	30	MBA
	Notes/Fees <i>Cost/Student: \$0.00We need to leave BHS at 3:00 PM to arrive at MBA ababout 3:30 OM. We will depart MBA about 5:40 PM and return to BHS around 6:10 PM.</i>								
1013	2/8/2014	2/8/2014	10/15/2013	Brentwood High	Forensic Team	Academic Field Trip	Forensics	55	Brentwood Academy
	Notes/Fees <i>Cost/Student: \$0.00Students and parents will drive themselves to Brentwood Academy. ACTUAL departure time is 7:30 AM and return is 6:00 PM</i>								
1734	2/13/2014	2/15/2014	11/4/2013	Brentwood High	Festival of Winds and Percussi	Band Trip	Concert	18	TTU
	Notes/Fees <i>This is an overnight field trip. Cost to students \$0 I will drive the activity bus, so no driver needed. Students will apply to participate and be chosen on the basis of prior auditions and other exhibits of musical skills and abilities</i>								
1014	2/15/2014	2/15/2014	10/15/2013	Brentwood High	Forensic Team	Academic Field Trip	Forensics	18	Dickson County High School
	Notes/Fees <i>Cost/Student: \$0.00Andi Teran requested driver. Pick up in East Parking Lot (in front of baseball field) by first set of double doors. ACTUAL departure time is 6:30 AM and return is 4:00 PM.</i>								
1015	2/28/2014	2/28/2014	10/15/2013	Brentwood High	Forensic Team	Academic Field Trip	Forensics	30	BGA
	Notes/Fees <i>Cost/Student: \$0.00Students and parents will drive themselves to BGA. ACTUAL departure time is 7:30 AM and return is 10:00 PM.</i>								
1016	3/1/2014	3/1/2014	10/15/2013	Brentwood High	Forensic Team	Academic Field Trip	Forensics	30	BGA
	Notes/Fees <i>Cost/Student: \$0.00Students and parents will drive themselves to BGA. ACTUAL departure time is 7:30 AM and return is 10:00 PM.</i>								
1017	3/7/2014	3/7/2014	10/15/2013	Brentwood High	Forensic Team	Academic Field Trip	Forensics	30	Father Ryan High School
	Notes/Fees <i>Cost/Student: \$0.00Students and parents will drive themselves to Father Ryan. ACTUAL departure time is 7:30 AM and return is 4:00 PM</i>								
1018	3/8/2014	3/8/2014	10/15/2013	Brentwood High	Forensic Team	Academic Field Trip	Forensics	55	Father Ryan High School
	Notes/Fees <i>Cost/Student: \$0.00Students and parents will drive themselves to Father Ryan. ACTUAL departure time is 7:30 AM and return is 5:00 PM</i>								
1350	3/17/2014	3/21/2014	10/15/2013	Brentwood High	Baseball Tourn	Athletic Trip	Varsity Baseball	22	Tate High School
	Notes/Fees <i>Cost/Student: \$0.00NO BUS NEEDED</i>								
1350	3/17/2014	3/21/2014	10/18/2013	Brentwood High	Baseball Tourn	Athletic Trip	Varsity Baseball	22	Tate High School
	Notes/Fees <i>Cost/Student: \$0.00NO BUS NEEDED</i>								
1019	4/5/2014	4/5/2014	10/15/2013	Brentwood High	Forensic Team	Academic Field Trip	Forensics	8	Brentwood High
	Notes/Fees <i>Cost/Student: \$0.00BHS is hosting this tournament. Students and parents will drive themselves to school.</i>								
1738	4/9/2014	4/12/2014	11/4/2013	Brentwood High	All State Band and Orchestra	Band Trip	Concert	10	Cannon Center
	Notes/Fees <i>This is an overnight field trip. Cost to students \$0 WCS participating music programs will collaboratively charter a bus to transport to Memphis, parents will be responsible for return. Students participating will be selected by audition.</i>								
1020	4/11/2014	4/11/2014	10/15/2013	Brentwood High	Forensic Team	Academic Field Trip	Forensics	25	Ravenwood High
	Notes/Fees <i>Cost/Student: \$0.00Students and parents will drive themselves to Ravenwood for this tournament.</i>								
1021	4/12/2014	4/12/2014	10/15/2013	Brentwood High	Forensic Team	Academic Field Trip	Forensics	25	Ravenwood High
	Notes/Fees <i>Cost/Student: \$0.00Students and parents will drive themselves to Ravenwood for this tournament.</i>								
1137	6/14/2014	6/21/2014	10/15/2013	Brentwood High	Forensic Team	Academic Field Trip	Forensics	6	AMP Event Center

Trip ID	Trip Date	Return Date	Approved	Origin	Trip Name	Trip Type	Activity Type	#	Destination
Notes/Fees Cost/Student: \$0.00WEEK long trip to Overland Park, Kansas, for national competition. Flying to Kansas and will rent a car for the week.									
1628	11/14/2013	11/14/2013	10/28/2013	Brentwood Middle	Career Exploration Day	Academic Field Trip	Career/Technical - C	437	Ag -Expo Center
Notes/Fees 2 of our students are special needs and normally take Sp Ed bus for daily transportation.									
1640	11/14/2013	11/14/2013	10/30/2013	Brentwood Middle	TASC Workshop	Academic Field Trip	Student Training	30	Brentwood Hills Church of Christ
Notes/Fees Student Council members will not need transportation to this facility and there is no cost to the student.									
1574	4/25/2014	4/26/2014	10/28/2013	Brentwood Middle	BMS Band/Chorus	Band Trip	Concert	148	Pigeon Forge
Notes/Fees Cell number 615-428-9986. The cost of this trip will be 100% fundraising and no school bus is needed. Buses will leave BMS at 2:45 PM and arrive back at BMS at 10:00 PM									
1639	11/1/2013	11/2/2013	11/4/2013	Centennial High	CHS JROTC	Academic Field Trip	JROTC	15	Ft Knox
Notes/Fees JROTC FT. Knox Meet									
1659	11/1/2013	11/2/2013	11/1/2013	Centennial High	CHS Girls basketball	Athletic Trip	Varsity Girls Basketb	28	Centennial High
Notes/Fees CHS Girls Basketball team Lockin.									
1252	11/7/2013	11/7/2013	10/31/2013	Centennial High	CHS Stars	Academic Field Trip	9th - 12th grade	25	Nashville Church Of Nazarene
Notes/Fees Stars Trip this trip will be a shared trip with FHS and GMS. The bus will start at CHS, then FHS then GMS. The cost should be shared between the 3 school.									
1499	11/8/2013	11/8/2013	10/28/2013	Centennial High	Veteran's Day Parade	Academic Field Trip	JROTC	140	Downtown Franklin
Notes/Fees									
1619	11/8/2013	11/8/2013	10/28/2013	Centennial High	Clovercroft Vet Day	Academic Field Trip	JROTC	5	Clovercroft Elementary
Notes/Fees Departure time 8:10 am.									
1620	11/8/2013	11/8/2013	10/28/2013	Centennial High	Brentwood Elem. Vet Day	Academic Field Trip	JROTC	5	Brentwood Middle
Notes/Fees NO BUS NEEDED. Will be departing by POV at 0730.									
1535	11/13/2013	11/13/2013	10/28/2013	Centennial High	Nissan in Spanish	Academic Field Trip	High School to Career	25	Nissan Car Plant
Notes/Fees Student cost \$4.00									
1625	1/9/2014	1/11/2014	10/28/2013	Centennial High	Mid-State Band	Band Trip	Concert	8	MTSU
Notes/Fees No busses needed. Mid-State Band Weekend, number of students TBA.									
1626	1/16/2014	1/18/2014	10/28/2013	Centennial High	Mid-State Orchestra & Jazz	Band Trip	Concert	8	MTSU
Notes/Fees No busses needed. Mid-State Orchestra & Jazz Weekend, number of students TBA. Allison Cowan other adult for CHS.									
1713	1/17/2014	1/19/2014	11/4/2013	Centennial High	Tennessee State Thespian Confe	Academic Field Trip	Drama	50	Comfort Inn & Suites Murfreesboro
Notes/Fees Although this is an overnight trip. The bus driver does not need to stay overnight. They can drop us off and return to their regular route for the school day, then they can come pick up/drop off at the hotel. Return to their home base and pick us up again in the morning.									
1713	1/17/2014	1/19/2014	11/4/2013	Centennial High	Tennessee State Thespian Confe	Academic Field Trip	Drama	50	Middle Tennessee State University
Notes/Fees Although this is an overnight trip. The bus driver does not need to stay overnight. They can drop us off and return to their regular route for the school day, then they can come pick up/drop off at the hotel. Return to their home base and pick us up again in the morning.									
1403	3/27/2014	3/30/2014	10/18/2013	Centennial High	CHS Choir Trip	Band Trip	Chorus/Choir	50	Chicago Prairie Center
Notes/Fees We will be taking charter busses through Thomas Tours. The trip will be funded through the Centennial Choral Association. The trip has already gotten a full agenda and price through Thomas Tours for \$515.00 per person. That includes 5 meals, all museums, hotel, bus, and contest fees. We will leave at 7am on Thursday. This will replace the approved New York trip that was approved in late May.									
1454	1/31/2014	1/31/2014	10/28/2013	Chapman's Retreat Element	Discovery Center Murfreesboro	Academic Field Trip	2nd grade	129	Discovery Center
Notes/Fees Cost per student is \$10.									
1455	3/28/2014	3/28/2014	10/28/2013	Chapman's Retreat Element	Cheekwood Botanical Gardens	Academic Field Trip	2nd grade	129	Cheekwood
Notes/Fees Cost per student is \$4.									
1590	5/15/2014	5/15/2014	11/5/2013	Clovercroft Elementary	CCES - SAM DAVIS HOME	Academic Field Trip	2nd grade	130	Sam Davis Home
Notes/Fees COST/STUDENT \$7.00									
581	11/22/2013	11/22/2013	10/10/2013	Crockett Elementary	Children's Theatre	Academic Field Trip	3rd grade	120	Nashville Children's Theatre
Notes/Fees Cost Per Student=\$10.75 This trip will require a SPED Bus. We can not store a wheelchair safely on a regular bus.									
1560	12/16/2013	12/16/2013	10/18/2013	Edmondson Elementary	EES-5	Academic Field Trip	5th grade	134	JA Biz Town
Notes/Fees Return at 2:15 p.m. We need a bus with a harness for a special needs student. Admission cost is \$16 per child bus cost is \$4 total cost \$20.									
1563	12/16/2013	12/16/2013	10/28/2013	Edmondson Elementary	EES-1	Academic Field Trip	1st grade	120	Traveler's Rest

Trip ID	Trip Date	Return Date	Approved	Origin	Trip Name	Trip Type	Activity Type	#	Destination
	Notes/Fees Admission is \$5.50. Bus cost \$1.50 Total student cost \$7.								
1561	12/17/2013	12/17/2013	10/18/2013	Edmondson Elementary	EES-5	Academic Field Trip	5th grade	134	JA Biz Town
	Notes/Fees Return time 2:15. We need a bus with a harness for a special needs student. Admission is \$16 bus cost is \$4. Total cost \$20.								
1584	1/17/2014	1/17/2014	10/22/2013	Edmondson Elementary	EES-4	Academic Field Trip	4th grade	125	Edmondson Elementary
	Notes/Fees No bus needed.\$3 per student.SPI 0407.10.1 Identify different forms of energy such as heat, light, and chemical.								
1582	1/30/2014	1/30/2014	10/28/2013	Edmondson Elementary	EES-4	Academic Field Trip	4th grade	125	Edmondson Elementary
	Notes/Fees Cost per student \$1.Scope and Sequence:Define key contributions of our nation's forefathers 1.03; 1.04; 5.02; 5.08No bus needed.								
1583	2/20/2014	2/20/2014	10/28/2013	Edmondson Elementary	EES-4	Academic Field Trip	4th grade	125	Edmondson Elementary
	Notes/Fees No bus needed.\$1/studentScope and Sequence:Identify Major events, people, and patterns in TN. 5.12Understand the historical events in the context of past, present, and future. 5.08Recognize major events, people, and patterns in TN. 5.09								
1585	3/7/2014	3/7/2014	10/28/2013	Edmondson Elementary	EES-4	Academic Field Trip	4th grade	125	Edmondson Elementary
	Notes/Fees No bus needed.\$6.50 per student.Scope & Sequence:SPI 0407.12.2 Determine how electrically charged materials impact with other objects.12.3 Determine path of electrical current in a simple circuit.								
1580	3/10/2014	3/10/2014	10/28/2013	Edmondson Elementary	EES-4	Academic Field Trip	4th grade	125	Fort Nashboro
	Notes/Fees Admission \$4 Bus \$2 Total Cost is \$6 per student. Scope and Sequence 3rd Quarter: Recognize the major accomplishments of individuals in between 1801-1864. 1.03, 1.04, 5.09, 5.10, 5.11*Identify major events, people, and patterns in TN.*I can describe the contributions of famous individuals in early American and Tennessee History*I can explain TN first attempt at statehood and explain why it failed.								
1567	5/15/2014	5/15/2014	10/21/2013	Edmondson Elementary	3rd Grade	Academic Field Trip	3rd grade	130	Adventure Science Center
	Notes/Fees Admission \$9 per student Bus is \$2 per student. Total cost \$11. Science SPI307.11.3 - Distinguish between pitch and volume.Science SPI307.11.4 - Identify how sound with different pitch and volume are produced. Science SPI307.11.1 - Identify how the direction of moving objects is changed by an applied force. Science SPI307.T/E.2 - Recognize the connection between a scientific advance and the development of a new tool or technology.								
1603	5/15/2014	5/15/2014	10/28/2013	Edmondson Elementary	EES 4th	Academic Field Trip	4th grade	64	The Hermitage
	Notes/Fees \$10 admission bust cost \$3.00 total cost per student \$13.00.Social Studies Scope and Sequence, 4th Quarter:Identify major events, people, and patterns in TN. 5.12								
1604	5/16/2014	5/16/2014	10/28/2013	Edmondson Elementary	EES 4th	Academic Field Trip	4th grade	61	The Hermitage
	Notes/Fees \$10 admission, \$3.00 bus total cost per student \$13.00.Social Studies Scope and Sequence, 4th Quarter:Identify major events, people, and patterns in TN. 5.12								
1510	2/5/2014	2/5/2014	10/28/2013	Fairview Elementary	FES - 2nd -TPAC and Frist	Academic Field Trip	2nd grade	72	Frist Center
	Notes/Fees Total cost per student : \$10.50We would like to go to the live performance at TPAC, leave there at 11:00 and go on to the Frist Center for the Visual Arts. There, we will see the Norman Rockwell exhibit and participate in the hands on activities upstairs from 11:30 to 1:00 in two groups.								
1510	2/5/2014	2/5/2014	10/28/2013	Fairview Elementary	FES - 2nd -TPAC and Frist	Academic Field Trip	2nd grade	72	TPAC
	Notes/Fees Total cost per student : \$10.50We would like to go to the live performance at TPAC, leave there at 11:00 and go on to the Frist Center for the Visual Arts. There, we will see the Norman Rockwell exhibit and participate in the hands on activities upstairs from 11:30 to 1:00 in two groups.								
1506	11/8/2013	11/8/2013	10/18/2013	Fairview High	Veterans' Day Parade	Academic Field Trip	JROTC	50	Downtown Franklin
	Notes/Fees Bus paid for bt Franklin Radio Station.Request Mrs. Adcox (Adcock?)								
1662	11/12/2013	11/12/2013	10/30/2013	Fairview High	JROTC visits Westwood	Academic Field Trip	JROTC	15	Westwood Elementary
	Notes/Fees Cell phoneNo bus neededActual return time 3:45								
1571	11/16/2013	11/16/2013	10/28/2013	Fairview High	Quizbusters	Academic Field Trip	9th - 12th grade	4	WZTV-WNAB-WUXP
	Notes/Fees Parents taking students to Quizbusters tournament; Saturday event.								
1568	11/23/2013	11/25/2013	10/28/2013	Fairview High	Beta Convention	Academic Field Trip	9th - 12th grade	20	Opryland Hotel
	Notes/Fees								
1497	12/6/2013	12/8/2013	10/18/2013	Fairview High	Gry Anderson Invitational	Academic Field Trip	JROTC	10	CMP Marksmanship Center - South
	Notes/Fees No Bus Needed; Actual departure time from Fairview High School is 3:00 PM								
1570	1/8/2014	1/8/2014	10/28/2013	Fairview High	Othello STS Grant	Academic Field Trip	9th - 12th grade	246	Belmont University
	Notes/Fees Ticket and transportation costs covered by STS Grant from TN Arts Commission								
1711	1/17/2014	1/18/2014	11/7/2013	Fairview High	Thespian Conference	Academic Field Trip	Drama	20	Middle Tennessee State University
	Notes/Fees								
1742	1/17/2014	1/19/2014	11/5/2013	Fairview High	Thespian Conference	Academic Field Trip	Drama	20	Comfort Inn & Suites Murfreesboro
	Notes/Fees Although this is an overnight trip, the bus driver does not need to stay overnight. They can drop us off and return to their regular route for the school day, then they can come pick up/drop off at the hotel, return to their home base and pick us up again in the morning.								

Trip ID	Trip Date	Return Date	Approved	Origin	Trip Name	Trip Type	Activity Type	#	Destination
1742	1/17/2014	1/19/2014	11/5/2013	Fairview High	Thespian Conference	Academic Field Trip	Drama	20	Middle Tennessee State University
Notes/Fees <i>Although this is an overnight trip, the bus driver does not need to stay overnight. They can drop us off and return to their regular route for the school day, then they can come pick up/drop off at the hotel, return to their home base and pick us up again in the morning.</i>									
1290	4/22/2014	4/22/2014	10/18/2013	Fairview High	Vanderbilt	Academic Field Trip	9th - 12th grade	20	Vanderbilt University
Notes/Fees <i>WCS CTE will pay for this field trip. Because Vanderbilt is running a lab experiment that our kids will participate in, they have asked if we could be on-site by 8am meaning we would leave Fairview at 730am. We would leave Vanderbilt to return at 1:30pm and arrive back at Fairview by 2pm. We were allowed to go on this trip last year with these time frames and would like to go again as we were invited back by Vanderbilt. This is a great learning experience for the students in my engineering classes as well as physics classes.</i>									
1396	10/24/2013	10/24/2013	10/18/2013	Fairview Middle	TSA - Predators STEM Night	Academic Field Trip	8th grade	30	Bridgestone Arena
Notes/Fees <i>We want to use the Fairview Activity Bus driven by Lynette Hayes. Correct Departure time is 2:30 PM (as soon as school dismisses).</i>									
1572	11/14/2013	11/14/2013	10/28/2013	Fairview Middle	FVMS Career Day	Academic Field Trip	8th grade	194	Ag -Expo Center
Notes/Fees <i>No Cost to Students CTE Pays</i>									
1370	1/9/2014	1/9/2014	10/18/2013	Fairview Middle	TSA Regional Conference	Academic Field Trip	School Wide	20	Middle Tennessee State University
Notes/Fees <i>WCS No bus needed CTE will arrange transportation Actual departure time is 6AM Actual return time is 6pm Students are not charged for this trip</i>									
1370	1/9/2014	1/9/2014	11/1/2013	Fairview Middle	TSA Regional Conference	Academic Field Trip	School Wide	20	Middle Tennessee State University
Notes/Fees <i>WCS No bus needed CTE will arrange transportation Actual departure time is 6AM Actual return time is 6pm Students are not charged for this trip</i>									
1635	5/9/2014	5/11/2014	10/28/2013	Fairview Middle	Music Festival Trip	Band Trip	Concert	150	Pigeon Forge
Notes/Fees <i>We will not need WCS transportation since we will be hiring coach buses.</i>									
1777	10/19/2013	10/20/2013	11/5/2013	Franklin High	BAND TRACTOR	Band Trip	Marching	0	McEachern High School
Notes/Fees <i>ENTERING TRIP TRACKER FOR BILLING ONLY</i>									
1409	10/24/2013	10/24/2013	10/9/2013	Franklin High	Inter Scholastic Math League	Academic Field Trip	9th - 12th grade	30	Pope John High School
Notes/Fees <i>Centennial High School and Franklin High School are sharing a bus for this contest. Laura Beth Russell is the sponsor from Franklin HS. The cost of the bus should be split 50/50 between the two schools. Pick up should be at 2:00 at Franklin HS (First) then pick students at Centennial.</i>									
1606	11/7/2013	11/7/2013	10/28/2013	Franklin High	Mid-State Chorus	Academic Field Trip	Chorus/Choir	3	Christ Church
Notes/Fees									
1631	1/9/2014	1/9/2014	10/28/2013	Franklin High	IB & AP Studio Art	Academic Field Trip	9th - 12th grade	48	Frist Center
Notes/Fees <i>Student cost \$0</i>									
1665	1/17/2014	1/19/2014	11/5/2013	Franklin High	thespian conference	Academic Field Trip	Drama	40	Middle Tennessee State University
Notes/Fees <i>Transportation instructions per Robert Pryne. Cost to students \$0</i>									
1534	11/5/2013	11/5/2013	10/28/2013	Grassland Elementary	K-Gentry Farm	Academic Field Trip	Kindergarten	73	Gentry Farm
Notes/Fees <i>\$7.00 per student-We need to request busses with harnesses for our 3 special edu. students. Total for payment from student is \$7 plus \$2.25-\$9.25. This is a rescheduled field trip and has been board approved.</i>									
1417	4/8/2014	4/8/2014	10/9/2013	Grassland Elementary	Tn Agriculture Museum	Academic Field Trip	2nd grade	44	Ellington Ag Center
Notes/Fees <i>The cost of the trip is \$2.50 per student.</i>									
1419	4/9/2014	4/9/2014	10/9/2013	Grassland Elementary	Ellington Ag Museum	Academic Field Trip	2nd grade	44	Ellington Ag Center
Notes/Fees <i>The cost of the trip is \$2.50 per student. The bus will need a harness. Thank you.</i>									
104	11/22/2013	11/22/2013	10/28/2013	Heritage Elementary	HES-5#-Knipp	Academic Field Trip	5th grade	125	Stones River Battlefield
Notes/Fees <i>Total Cost / Student: \$3.00Bus Cost OnlyFree 1 wheelchair...need a lift busTrip already been approved. Had to cancel original date due to govt. shutdown.</i>									
1589	3/28/2014	3/28/2014	10/28/2013	Heritage Elementary	Take a Walk on the Wild Side	Academic Field Trip	5th grade	113	4-H Ridley Center
Notes/Fees <i>\$18 per student\$15 admission cost, \$3 bus cost1 wheelchair</i>									
1559	11/14/2013	11/14/2013	10/22/2013	Heritage Middle	Career Exploration Day	Grade Level Transition	8th grade rising to 9th	260	Ag-Expo Center
Notes/Fees									
1579	11/14/2013	11/14/2013	10/28/2013	Hillsboro Elementary/Midd	WCS Career Exploration	Academic Field Trip	8th grade	111	Ag -Expo Center
Notes/Fees									
1564	2/28/2014	2/28/2014	10/18/2013	Hillsboro Elementary/Midd	Adventure Science Center	Academic Field Trip	2nd grade	23	Adventure Science Center
Notes/Fees <i>Admission fee is \$8.00 per student (\$184.00) + \$20.00 fee for lunch (per class). Total amount for this = \$204.00.</i>									
1496	3/27/2014	3/27/2014	10/22/2013	Hillsboro Elementary/Midd	Bowie Nature Park	Academic Field Trip	Kindergarten	19	Bowie Nature Park

Trip ID	Trip Date	Return Date	Approved	Origin	Trip Name	Trip Type	Activity Type	#	Destination
1438	1/28/2014	1/28/2014	10/9/2013	Hunter's Bend Elementary	hot shots jump team	Academic Field Trip	5th grade	48	carter lawrence magnet school
	Notes/Fees Cost per student/ \$3.50this follows our scope and sequence as we promote staying healthy and active during and after school jumping rope and representing jump rope for heart/american heart association as a demonstration team for the state								
1438	1/28/2014	1/28/2014	10/9/2013	Hunter's Bend Elementary	hot shots jump team	Academic Field Trip	5th grade	48	glendale elementary school
	Notes/Fees Cost per student/ \$3.50this follows our scope and sequence as we promote staying healthy and active during and after school jumping rope and representing jump rope for heart/american heart association as a demonstration team for the state								
1438	1/28/2014	1/28/2014	10/9/2013	Hunter's Bend Elementary	hot shots jump team	Academic Field Trip	5th grade	48	robert churchwell magnet
	Notes/Fees Cost per student/ \$3.50this follows our scope and sequence as we promote staying healthy and active during and after school jumping rope and representing jump rope for heart/american heart association as a demonstration team for the state								
1720	2/12/2014	2/12/2014	11/5/2013	Hunter's Bend Elementary	Nash Masonic Center	Academic Field Trip	3rd grade	92	Nashville Masonic Center
	Notes/Fees Total cost per student is \$9.00 The admission is \$7.00 and bus is \$2.00								
1446	2/25/2014	2/25/2014	10/18/2013	Hunter's Bend Elementary	Nashville Children's Theatre	Academic Field Trip	4th grade	97	Nashville Children's Theatre
	Notes/Fees Total cost to student is \$10.50. Play is "Number the Stars"								
1702	2/28/2014	2/28/2014	11/5/2013	Hunter's Bend Elementary	Children's Theatre	Academic Field Trip	5th grade	116	Nashville Children's Theatre
	Notes/Fees Total cost to student is \$10.00. The admission is \$8.00 and the bus is \$2.00								
1448	3/7/2014	3/7/2014	10/9/2013	Hunter's Bend Elementary	Renaissance Science Center	Academic Field Trip	4th grade	97	Renaissance Center
	Notes/Fees Total cost to student/ \$14.00								
1447	4/4/2014	4/4/2014	10/9/2013	Hunter's Bend Elementary	Hermitage- A. Jackson	Academic Field Trip	4th grade	97	The Hermitage
	Notes/Fees Total cost to student/\$12.00								
1367	11/7/2013	11/7/2013	11/7/2013	Independence High	PeaceSlam Conference	Academic Field Trip	Student Training	20	Nasvhille First Church of the Nazarene
	Notes/Fees We will be sharing a bus with Ravenwood, and possibly Spring Station and Heritage Middle Schools, depending upon the number of students they have participating. We are splitting the cost of the bus. The trip will cost \$22.00 per student. This includes conference costs, lunch, t-shirt and bus. The purpose of PeaceSlam Conference is to equip our students with the tools they need to make a positive impact on their school environment, community and world. The students will receive training throughout the day in the areas of leadership, character education and service learning. The following STATE standards will be addressed through this conference: Standards 3, 6, 7, 8, and 9								
1484	11/7/2013	11/7/2013	10/18/2013	Independence High	MTVAMid-State Choir Festival	Academic Field Trip	Chorus/Choir	7	Christ Church
	Notes/Fees Cost/student=\$0.00No Bus Needed.Students will not able to attend school the entire day.								
1453	11/8/2013	11/8/2013	10/15/2013	Independence High	Middle TN CJ Competition	Academic Field Trip	Criminal Justice	12	Spring Hill High School
	Notes/Fees No cost to studentsNo bus								
1671	11/8/2013	11/8/2013	11/1/2013	Independence High	INDHS JROTC	Academic Field Trip	JROTC	74	Downtown Franklin
	Notes/Fees Marching in parade								
1774	11/14/2013	11/14/2013	11/6/2013	Independence High	IHS CTE	Academic Field Trip	Career/Technical - C	4	Ag -Expo Center
	Notes/Fees NO BUS NEEDED. No COST TO STUDENTS								
1495	11/15/2013	11/15/2013	10/18/2013	Independence High	Model United Nations Conferenc	Academic Field Trip	Model UN	10	Embassy Suites Murfreesboro
	Notes/Fees Cost/Student = \$300.00 covered by Model UN Approved Fee - No bus will be needed.								
1629	11/15/2013	11/16/2013	10/30/2013	Independence High	JROTC Sports Challenge	Academic Field Trip	JROTC	15	Ripley High School
	Notes/Fees Cost/Student = \$0.00 - NO BUS NEEDED departure time 3:15 p.m.								
1664	11/19/2013	11/19/2013	10/30/2013	Independence High	Fall HOSA Symposium	Academic Field Trip	Career/Technical - H	10	Vanderbilt University Medical Center
	Notes/Fees COST/STUDENT = \$10.00NO BUS NEEDEDDEPARTURE TIME WILL BE 8:00 WITH SYMPOSIUM BEGINNING AT 9:00 AND LEAVE VANDY AT 2:00.								
1772	11/22/2013	11/23/2013	11/5/2013	Independence High	Wrestling Trip	Athletic Trip	Varsity Wrestling	20	Buford High School
	Notes/Fees Wrestling Tournament @ Buford High School								
1683	1/14/2014	1/14/2014	11/1/2013	Independence High	HOSA Regional Leadership Con	Academic Field Trip	Career/Technical - H	50	Middle Tennessee State University
	Notes/Fees Student cost is \$5.00. CTE will be providing buses. Bus will be leaving at 7:30 and returning from MTSU at 5:00 pm.								
1701	1/14/2014	1/14/2014	11/5/2013	Independence High	HOSA Regional Leadership Confe	Academic Field Trip		50	Middle Tennessee State University
	Notes/Fees The cost per student is \$5.00. CTE will be providing transportation. Students will be leaving IHS at 8:00 am, arrive at MTSU at 8:45. They will leave MTSU at 4:00 pm and arrive at IHS at 5:00 pm.								

Trip ID	Trip Date	Return Date	Approved	Origin	Trip Name	Trip Type	Activity Type	#	Destination
1714	1/17/2014	1/19/2014	11/7/2013	Independence High	Thespian Conference	Academic Field Trip	Drama	50	Middle Tennessee State University
Notes/Fees COST/STUDENT = \$0.00 We are attending the annual theatre conference which has recently been moved to Middle Tennessee. We will be staying overnight (2 nights) but will not need a driver to stay with us the entire time - especially for Friday afternoon (I know they'll need to finish the bus routes). We are still finalizing our hotel arrangements. Please contact me with any questions. THANKS!									
1160	2/28/2014	2/28/2014	10/18/2013	Independence High	Forensics Tournament	Academic Field Trip	Forensics	10	Battle Ground Academy
Notes/Fees Cost/Student = \$0.00 No bus transportation is needed.									
1159	3/1/2014	3/1/2014	10/18/2013	Independence High	Forensics Tournament	Academic Field Trip	Forensics	10	BGA
Notes/Fees No bus transportation is needed.									
1162	3/8/2014	3/8/2014	10/18/2013	Independence High	Forensics Tournament	Academic Field Trip	Forensics	10	Father Ryan High School
Notes/Fees Cost/Student = \$0.00 No bus transportation is needed.									
1689	3/31/2014	4/2/2014	11/1/2013	Independence High	HOSA State Leadership Conferen	Academic Field Trip	Career/Technical - H	50	Opryland Hotel
Notes/Fees CTE will be providing buses. Bus will be leaving at 8:30 and returning from Opryland at 12:00 pm. Student cost NTE \$225.00. Numerous fundraising activities are being provided to assist students' financial needs.									
1163	4/5/2014	4/5/2014	10/18/2013	Independence High	Forensics Tournament	Academic Field Trip	Forensics	10	Brentwood High
Notes/Fees Cost/Student = \$0.00 No bus transportation is needed.									
1164	4/11/2014	4/11/2014	10/18/2013	Independence High	Forensics State Tournament	Academic Field Trip	Forensics	10	Ravenwood High
Notes/Fees Cost/Student = \$0.00 No bus transportation is needed.									
1598	12/19/2013	12/19/2013	10/28/2013	Kenrose Elementary	KES Kindergarten- Cheekwood	Academic Field Trip	Kindergarten	135	Cheekwood
Notes/Fees Total Cost/Student = \$1.50									
1763	2/7/2014	2/7/2014	11/5/2013	Kenrose Elementary	KES 1st TPAC	Academic Field Trip	1st grade	146	TPAC
Notes/Fees Total Cost/Student = \$9.50 We will be seeing Leo Lionni's Swimming Frederick and Inch by Inch performance.									
1696	2/18/2014	2/18/2014	11/5/2013	Kenrose Elementary	KES BIZ TOWN	Academic Field Trip	5th grade	79	Biztown
Notes/Fees Total Cost/Student = \$39.00 for both days This is a two-day trip, 2/18 & 2/19. This is a required 5th gr trip which has been approved for late return time of 2:45pm. We will be departing Biz Town at 2:15pm both days and returning at 2:45pm.									
1697	2/19/2014	2/19/2014	11/5/2013	Kenrose Elementary	KES BIZ TOWN	Academic Field Trip	5th grade	79	Biztown
Notes/Fees Total Cost/Student = \$39.00 for both days. This is a two-day trip, 2/18 & 2/19. This is a required 5th gr trip which has been approved for late return time of 2:45pm. We will actually be departing Biz Town at 2:15pm both days and returning at 2:45pm.									
1698	2/20/2014	2/20/2014	11/5/2013	Kenrose Elementary	KES BIZ TOWN	Academic Field Trip	5th grade	78	Biztown
Notes/Fees Total Cost/Student = \$39.00 for both days. This is a two day trip, 2/20 & 2/21. This is a required 5th gr trip which has been approved for late return time of 2:45pm. We will actually be departing Biz Town at 2:15 pm both days and returning at 2:45 pm.									
1699	2/21/2014	2/21/2014	11/5/2013	Kenrose Elementary	KES BIZ TOWN	Academic Field Trip	5th grade	78	Biztown
Notes/Fees Total Cost/Student = \$39.00 for both days This is a two-day trip, 2/20 & 2/21. This is a required 5th gr trip which has been approved for late return time of 2:45pm. We will actually be departing Biz Town at 2:15pm both days and returning at 2:45pm									
1634	3/4/2014	3/4/2014	10/28/2013	Kenrose Elementary	KES 5th Gr NCT	Academic Field Trip	5th grade	158	Nashville Children's Theatre
Notes/Fees Total/Cost Student = \$10.00 The show is "Number the Stars"									
1691	4/30/2014	4/30/2014	11/5/2013	Nolensville Elementary	Kindergarten Trip 2	Academic Field Trip	Kindergarten	150	Nashville Children's Theatre
Notes/Fees TOTAL COST/STUDENT: \$10.50									
1266	5/15/2014	5/15/2014	10/18/2013	Nolensville Elementary	Celebration 2014	Grade Level Transition	5th grade rising to 6th	170	Sunset Middle
Notes/Fees This is for all current 5th graders at NES who will be attending SSMS the following year.									
1653	12/6/2013	12/6/2013	10/30/2013	Oakview Elementary	Discovery Center in Murfree Sp	Academic Field Trip	1st grade	103	Discovery Center
Notes/Fees \$9.25 per person for admission and transportation									
1663	2/25/2014	2/25/2014	10/30/2013	Oakview Elementary	Seussical Play	Academic Field Trip	1st grade	102	Grand Ole Opry
Notes/Fees \$11.60 per student for admission and transportation									
1674	11/19/2013	11/19/2013	10/30/2013	Page High	Fall Health Symposium	Academic Field Trip	Career/Technical - H	7	Vanderbilt University Medical Center
Notes/Fees No bus will be needed, transport by private car.									
1764	1/9/2014	1/9/2014	11/5/2013	Page High	PHS TSA Regional Conference	Academic Field Trip	Career/Technical - H	40	MTSU
Notes/Fees Cost \$10.00 Per student. No WCS bus required. Bus provided by CTE.									

Trip ID	Trip Date	Return Date	Approved	Origin	Trip Name	Trip Type	Activity Type	#	Destination
1682	1/14/2014	1/14/2014	11/1/2013	Page High	HOSA Regional Conference	Academic Field Trip	Career/Technical - H	50	Middle Tennessee State University
Notes/Fees <i>Bus will be arranged by CTE, Terrie Kendle.</i>									
1607	11/14/2013	11/14/2013	11/4/2013	Page Middle	Career Exploration Day	Academic Field Trip	Career/Technical - C	313	Ag -Expo Center
Notes/Fees <i>CTE will be paying for buses1 Special Education bus is also needed</i>									
1577	11/7/2013	11/7/2013	10/28/2013	Ravenwood High	Mid-State/Freshman Honor Choir	Academic Field Trip	Chorus/Choir	17	Christ Church
Notes/Fees <i>The students who auditioned and made the Mid-State Choir/Freshman Honor Choir will have a workshop during the day with collegiate choral conductors. They will rehearse all day long and then perform in a concert in the evening.I am not sure how to include this in TripTracker, but we do not need transportation. Parents are in charge of transportation of their student to and from the event. Based on the times from last year, the rehearsal will start at 8:45am, will finish at 5:00pm, and the concerts will be at 6:30pm and 7:30pm.</i>									
1599	11/7/2013	11/7/2013	10/28/2013	Ravenwood High	VEI Business Plan Competitions	Academic Field Trip	Career/Technical - D	4	Verizon Headquarters
Notes/Fees <i>We will not need transportation. No cost to students. Date was set for November 7th.</i>									
1500	11/8/2013	11/8/2013	10/28/2013	Ravenwood High	Veterans Parade	Academic Field Trip	JROTC	125	Downtown Franklin
Notes/Fees <i>WAKM is funding one of the buses.</i>									
1433	1/3/2014	1/5/2014	10/28/2013	Ravenwood High	WR21	Athletic Trip	Varsity Wrestling	40	Tennessee High School
Notes/Fees <i>no cost to students. Overnight trip to Tennessee High School</i>									
1136	2/1/2014	2/1/2014	10/15/2013	Ravenwood High	Forensics Trip - Northeast HS	Academic Field Trip	Forensics	50	Northeast High School
Notes/Fees									
1437	2/13/2014	2/15/2014	10/25/2013	Ravenwood High	WR33	Athletic Trip	Varsity Wrestling	30	Ag -Expo Center
Notes/Fees <i>no cost to students</i>									
1397	2/20/2014	2/23/2014	10/18/2013	Ravenwood High	Forensics Trip- Smokey Mtn Inv	Academic Field Trip	Forensics	0	River Terrace Conference Center
Notes/Fees <i>We will be leaving prior to 9 am because of the time change and the requirement we eat lunch before we arrive. We will be using a charter bus to attend this tournament. The purpose of us traveling to Gatlinburg is to compete against teams we don't regularly compete against and elevate the competition our students compete in.</i>									
1295	2/28/2014	3/1/2014	10/18/2013	Ravenwood High	Soddy Daisy Playday	Athletic Trip	Varsity Softball	15	Soddy Daisy High School
Notes/Fees <i>No bus needed. Volunteer parents will transport the players to/from Ravenwood, the tournament site and the hotel. Ravenwood Softball Club (boosters) will pay all expenses.</i>									
1681	1/23/2014	1/23/2014	11/5/2013	Scales Elementary	SES-1st grade	Academic Field Trip	1st grade	119	Nashville Children's Theater
Notes/Fees <i>Total Cost per student - \$10.00Cost of admission- 8.00 - Bus \$2.00The trip will coincide with an author study of Kevin Henkes. We will be discussing characters, settings, and events in his stories. We will also be comparing and contrasting his different works.</i>									
1046	11/8/2013	11/8/2013	10/9/2013	Spring Station Middle	Power of the Pen Writer's Conf	Academic Field Trip	School Wide	6	Williamson County Professional Devel
Notes/Fees <i>NO vehicles are needed for this trip. NO BUS TRANSPORTATION IS NEEDED because parents provide transportation. The conference actually begins at 8:00 AM and ends at 2:00 PM but this software program would not allow this option. NO FEES ARE ASSOCIATED WITH THIS TRIP.</i>									
1512	11/6/2013	11/6/2013	10/18/2013	Summit High	Deer Run	Academic Field Trip	9th - 12th grade	32	Deer Run Retreat Center
Notes/Fees <i>Student cost \$0.00 No Driver Needed. Transportation Provided. Departure time from Deer Run 3:30PM - Arrive back at Summit 4:00PM</i>									
1710	11/20/2013	11/20/2013	11/4/2013	Summit High	JA Teen Business Shark Tank	Academic Field Trip	High School to Career	10	The Entrepreneur Center
Notes/Fees <i>No cost per student. NO BUS NEEDED! Students will take care of own transportation.</i>									
1729	12/5/2013	12/5/2013	11/4/2013	Summit High	Career Technical-FCCLA	Academic Field Trip	9th - 12th grade	20	Bridgestone Arena
Notes/Fees <i>The Bus Will take the students up and drop off. Will come back and run PM route then go back an get them at 9:30 PM</i>									
1513	12/6/2013	12/6/2013	10/18/2013	Summit High	TSA Competition	Academic Field Trip	9th - 12th grade	30	Embassy Suites Murfreesboro
Notes/Fees <i>No Driver Needed - Provided by CTE (Terrie Kindle).</i>									
1636	1/9/2014	1/9/2014	10/28/2013	Summit High	TSA Competition	Academic Field Trip	9th - 12th grade	30	MTSU
Notes/Fees <i>No Driver Needed - Provided by CTE (Terrie Kindle/Rhonda Booker Long).</i>									
1771	1/16/2014	1/16/2014	11/6/2013	Summit High	AP English Othello	Academic Field Trip	9th - 12th grade	76	Belmont University
Notes/Fees <i>cost: \$8 per student</i>									
1739	1/17/2014	1/19/2014	11/4/2013	Summit High	Tennessee State Thespian Con.	Academic Field Trip	Drama	25	Comfort Inn & Suites Murfreesboro
Notes/Fees <i>Although this is an overnight field trip, the bus driver does not need to stay overnight. They can drop us off and return to pick up/drop off at the hotel, return to their home base and pick us up again in the morning.</i>									
1739	1/17/2014	1/19/2014	11/4/2013	Summit High	Tennessee State Thespian Con.	Academic Field Trip	Drama	25	MTSU
Notes/Fees <i>Although this is an overnight field trip, the bus driver does not need to stay overnight. They can drop us off and return to pick up/drop off at the hotel, return to their home base and pick us up again in the morning.</i>									

Trip ID	Trip Date	Return Date	Approved	Origin	Trip Name	Trip Type	Activity Type	#	Destination
1761	2/21/2014	2/22/2014	11/6/2013	Summit High	Science Quiz Bowl State	Academic Field Trip	9th - 12th grade	10	Pellissippi State Community College
Notes/Fees <i>Science Quiz Bowl is an academic competition. Students will use the advanced science and math knowledge then have acquired through regular practice during the current school year.</i>									
1514	3/6/2014	3/9/2014	10/18/2013	Summit High	TSA State	Academic Field Trip	9th - 12th grade	30	Embassy Suites Murfreesboro
Notes/Fees <i>No Transportation Needed - Provided by CTE - Terrie Kindle</i>									
1581	3/14/2014	3/14/2014	10/28/2013	Summit High	Symphony Educational Concert	Academic Field Trip	9th - 12th grade	24	Schermerhorn Center
Notes/Fees									
1712	12/12/2013	12/12/2013	11/5/2013	Sunset Elementary	Adventure Science Center	Academic Field Trip	3rd grade	133	Adventure Science Center
Notes/Fees <i>Total cost per student: \$14.00\$5.00 Admission\$1.50 Weather Demonstration\$1.50 Magnet Demonstration\$6.00 Planetarium</i>									
1646	2/3/2014	2/3/2014	10/30/2013	Sunset Elementary	Nissan Plant Tour	Academic Field Trip	3rd grade	45	Nissan Car Plant
Notes/Fees									
1647	2/4/2014	2/4/2014	10/30/2013	Sunset Elementary	Nissan Plant Tour	Academic Field Trip	3rd grade	46	Nissan Car Plant
Notes/Fees <i>This is the second group of 3rd grades from Sunset to attend the Nissan Plant Tour.</i>									
1648	2/6/2014	2/6/2014	10/30/2013	Sunset Elementary	Nissan Plant Tour	Academic Field Trip	3rd grade	45	Nissan Car Plant
Notes/Fees <i>This is the third group of third graders from Sunset to attend the Nissan Plant Tour.</i>									
1649	2/28/2014	2/28/2014	10/30/2013	Sunset Elementary	Aesop Fable Production	Academic Field Trip	3rd grade	131	Nashville Masonic Center
Notes/Fees <i>\$7.00 per student\$7.00 per adult</i>									
1441	11/14/2013	11/14/2013	10/18/2013	Sunset Middle	SMS Student Council	Academic Field Trip	Youth in Government	28	Brentwood Hills Church of Christ
Notes/Fees									
1593	11/14/2013	11/14/2013	10/28/2013	Sunset Middle	Career Exploration Day	Academic Field Trip	8th grade	272	Ag -Expo Center
Notes/Fees <i>Paid by: Williamson County Schools - Career & Technical Education (CTE). We will depart the Ag Expo Center at 1:50PM and arrive back at Sunset Middle School before dismissal at 2:30 p.m. The system will not permit me to write this afternoon timeframe/threshold. Requesting Sunset Middle School drivers may include: Dee Dee Bowden, Richard Cerniglia, Donna Coleman, Seth Feinson, Ricky Greer, Norm McGarry, Karen Myers, Brandon Reynolds, Debra Rye, Barbara Williams, or Mike Williams. We have taken this field trip at this timeframe in the past years of 2007-13. Also, Brentwood Middle School is scheduled for the same exact times as well. Thank you in advance for your assistance in this matter.</i>									
381	1/9/2014	1/11/2014	10/18/2013	Sunset Middle	Midstate Band Concert	Band Trip	8th grade	15	MTSU
Notes/Fees <i>We do not need a bus.</i>									
1562	3/15/2014	3/19/2014	10/17/2013	Sunset Middle	BAND STRINGS ORLANDO TRI	Band Trip	Strings	75	Disney
Notes/Fees <i>Learning Targets/ Scope and Sequence Covered5.1.3 Use standard symbols to notate meter, rhythm and pitch in simple patterns within specified guidelines. 2.6.3 Apply basic elements associated with successful sight-reading using a variety of meters and tempi. 2.5.3 Demonstrate and understanding of the concept of phrasing. 2.4.3 Identify, notate, and perform selected intermediate level (grade II) rhythms and pitches. 2.3.3 Demonstrate knowledge of breathing, bowing, embouchure, fingering, articulation, and/or percussion sticking at an intermediate level.2.2.3 Produce a characteristic tone quality.Workshop Overview Students learn how to get the most of your rehearsals and learn how to execute a pitch-perfect performance as they hone their sight-reading skills under the guidance of an experienced Disney clinician in this 2 1/2-hour workshop designed for middle, junior high and high school bands and orchestras.Your group will examine the skills, attitudes and priorities essential to musical excellence and culminate with a very special finale: a recording of your ensemble performing Disney music accompanied by footage from a classic Disney animated film!Performers work toward musical and technical proficiency in a real recording studio environment as they: • Sight-read arrangements of Disney music ranging from grade 1.5 to grade 4. • Incorporate accuracy and expressiveness to maximize rehearsal productivity. • Emphasize intonation, balance and tone quality and follow the conductor's interpretation. • Discuss the requirements of a studio recording environment and what is expected of performers. • Experience the excitement of the world of a professional studio musician.Chairs, stands, a piano, amps and all large percussion instruments are provided. Music is scored for concert bands, string orchestras, full orchestras or combined concert band/string orchestras. Your Disney clinician will select music appropriate for your group's grade level in order to achieve success within a short rehearsal period.This workshop's content meets National Standards for Arts Education as established by the National Association for Music Education.</i>									
1505	11/20/2013	11/20/2013	10/28/2013	Trinity Elementary	TES - 5TH GRADE	Academic Field Trip	5th grade	92	Carnton Plantation
Notes/Fees <i>TOTAL STUDENT COST: \$12.50 (ADM. \$10, BUS \$2.50)THE TRIP WILL BEGIN AT CARTER HOUSE AND 1/2 THROUGH THE TRIP WILL CONTINUE ON AT CARNTON PLANTATION.</i>									
1505	11/20/2013	11/20/2013	10/28/2013	Trinity Elementary	TES - 5TH GRADE	Academic Field Trip	5th grade	92	Carter House
Notes/Fees <i>TOTAL STUDENT COST: \$12.50 (ADM. \$10, BUS \$2.50)THE TRIP WILL BEGIN AT CARTER HOUSE AND 1/2 THROUGH THE TRIP WILL CONTINUE ON AT CARNTON PLANTATION.</i>									
66	10/22/2013	10/22/2013	10/22/2013	Walnut Grove Elementary	Biz Town	Academic Field Trip	5th grade	111	Biztown
Notes/Fees <i>Cost/Student combined for both days = \$37.00. Trip out of time range.</i>									
1658	1/17/2014	1/17/2014	10/30/2013	Walnut Grove Elementary	Kindergarten ASC	Academic Field Trip	Kindergarten	75	Adventure Science Center
Notes/Fees <i>Student cost is \$10.75 each</i>									
1660	2/6/2014	2/6/2014	10/30/2013	Walnut Grove Elementary	KINDERGARTEN TPAC	Academic Field Trip	Kindergarten	75	TPAC
Notes/Fees <i>COST PER STUDENT IS \$10.75 EACH.</i>									

Trip ID	Trip Date	Return Date	Approved	Origin	Trip Name	Trip Type	Activity Type	#	Destination
1661	5/1/2014	5/1/2014	10/30/2013	Walnut Grove Elementary	KINDERGARTEN DISCOVERY	Academic Field Trip	Kindergarten	75	Discovery Center
Notes/Fees COST PER STUDENT IS \$10.75.									
1404	5/15/2014	5/15/2014	10/18/2013	Walnut Grove Elementary	Carnton/Carter/LotzHouse	Academic Field Trip	4th grade	113	Carnton Plantation
Notes/Fees Cost per student \$12.25 eachAdditional number 293-7048We will be splitting our day between 2 sites. One bus will transport to the Carnton Plantation while the other transports to Carter House. We will switch sites after lunch. Both locations need to arrive by 9AM and depart by 1:45PM.									
1594	2/20/2014	2/20/2014	10/28/2013	Westwood Elementary	MTVA Elem. Mass Choir Festival	Academic Field Trip	Chorus/Choir	43	Christ Church
Notes/Fees Total Cost of trip per student = \$9.00. \$5.00 admission, \$4.00 bus.									
1594	2/20/2014	2/20/2014	11/7/2013	Westwood Elementary	MTVA Elem. Mass Choir Festival	Academic Field Trip	Chorus/Choir	43	Christ Church
Notes/Fees Total Cost of trip per student = \$9.00. \$5.00 admission, \$4.00 bus.									
1402	4/25/2014	4/25/2014	10/9/2013	Westwood Elementary	Adventure Science Center	Academic Field Trip	Kindergarten	75	Adventure Science Center
Notes/Fees Total cost per student \$12.00. Admission \$8.00 / bus \$4.00.									
1695	5/15/2014	5/15/2014	11/5/2013	Westwood Elementary	WWES JA BIZ Town	Academic Field Trip	5th grade	98	JA Biz Town
Notes/Fees Total cost per student: \$18.00. \$13.50 admission, 4.50 bus. BIZ Town									
1651	3/25/2014	3/25/2014	10/30/2013	Winstead Elementary	TRANSITION-PMS	Grade Level Transition	5th grade	77	Page Middle
Notes/Fees NO CHARGE FOR STUDENTS-TRANSITION TO MIDDLE SCHOOL PROCESS-CO PAYS									
1650	3/27/2014	3/27/2014	10/30/2013	Winstead Elementary	TRANSITION TRIP-HMS	Grade Level Transition	5th grade rising to 6th	30	Heritage Middle
Notes/Fees NO COST TO STUDENTS-TRANSITION BUS									
1155	1/17/2014	1/18/2014	10/15/2013	Woodland Middle	WMS - Sleep in the Deep	Academic Field Trip	7th grade	80	TN Aquarium
Notes/Fees Cost/Student = \$100.00NO WCS BUS TRANSPORTATION REQUESTED/REQUIREDTransportation provided by Wise Coaches, Inc., Hermitage, TNActual departure time: 1/17/14, 2:45 pm @ WMS									
1418	2/6/2014	2/6/2014	10/18/2013	Woodland Middle	Math Contest	Academic Field Trip	8th grade	16	MBA
Notes/Fees Cost/Student= \$8.00. We actually need to leave by 2:50 for a 4:00 contest at MBA. No cost to students.									



To: Board of Education

From: Leslie Holman, Director of Budget and Finance *hott*

Re: Resolution to Accept the Energy Efficient Schools Initiative (EESI)
Council's Grant for Reimbursement on Various Energy Related
Projects

Date: October 29, 2013

The Board's approval is requested to enable Williamson County Schools to receive the next round of grant monies as reimbursement on energy related projects that the Tennessee Energy Efficient Schools Initiative (EESI) Council has approved.

The EESI legislation was passed in the Tennessee General Assembly and became effective in July 2008. This legislation established an EESI Council to determine how to allocate excess lottery funds to support energy related projects in Tennessee's schools. The Council has established the process for qualifying projects for this revolving funds account via periodic rounds of grants and loans. Each District has been allotted funds to be provided as grants based on student population. Williamson County Schools has been allotted \$139,160 in grant opportunities for this current round of grants. This round is to be focused on programs, equipment, training, etc., that will help to sustain a robust energy management program and facilitate identification of energy savings projects for future loan and/or grant allocations.

Districts must forward fund the approved projects then submit invoices to the EESI Council for reimbursement. In October 2013, the Council approved the planned expenditures of this current grant as outlined in the attached proposal WCS submitted in September 2013. This proposal included various tasks required by the EESI Council such as: Level 1 Energy Audits of 10% of the District's square-footage, expansion of Energy Star Portfolio Manager software to enable the Council to track the District's energy performance, development of a comprehensive BoE approved energy policy, Energy Manager certification training, and development of a long-range Energy Management Plan. In addition to satisfying these requirements, the WCS proposal will also support three additional objectives:

- a. Fund the initial hardware and software installs of an Energy Management Software Front-end that will enable WCS' Energy Officer to start doing real-time monitoring and control of our energy consumption.

b. Fund initial building Retro-commissioning studies to determine how existing buildings are actually using energy and determine how that usage can be improved upon via operational and/or equipment changes.

c. Look at Energy Education/Awareness Programs that could support the science curriculum scope & sequence, with the added benefit of encouraging behavioral modifications within WCS students to conserve energy.

The EESI Council understands that should additional grant funds become available WCS would utilize them for additional Energy Audits, expanded Education/Awareness Program, and additional Retro-commissioning Studies.

If you have any questions about this resolution, please call me at 472-4022, or Mark Samuels at 472-4974.

Williamson County Schools

EESI Energy Management Grant Proposal

[13 September 2013]

BACKGROUND: The Energy Efficient Schools Council (EESC) has allocated \$139,169 to Williamson County School District (WCS) to support the ongoing energy management program. WCS has tailored a program of use for these funds that will satisfy the four minimum criteria established by the EESC (ASHRAE Level-1 audits on 10% of our SF, Implementation of Energy Star Portfolio Manager software, BoE approved Energy Policy, establish and Energy Action Plan). In addition, the WCS proposal includes additional objectives that will help to inform the direction of our energy investments. These additional objectives include introduction of an Energy Awareness/Education curriculum, installation of an energy management software front-end, and building recommissioning/retro-commissioning on our highest EUI schools. All these additional objectives will inform our Energy Action Plan.

WCS has selected the professional services of the Mechanical Resource Group (MRG) to perform the bulk of the services proposed under this grant, but will also utilize Chevron Energy Solutions (CES), Facilities Services Incorporated (FSI), Thermatec, as well as our in-house HVAC controls expertise.

PROPOSAL OUTLINE & DETAILS: The following line items constitute WCS' proposal for use of the EESI grant funds. These line items have been competitively bid, with the below costs and vendors representing the low bid.

1. ENERGY AUDITS: MRG will conduct ASHRAE Level 1 audits and generate reports per the 2nd Edition of ASHRAE's *Procedures for Commercial Building Energy* for a number of schools in WCS that will exceed 10% of the total square footage of the district (WCS has approximately 5 million SF of facilities). MRG will also conduct mechanical system assessments and provide training on auditing and assessment activities. WCS will request a reimbursement under the grant of \$20,000 for these initial audits.

2. ENERGY STAR PORTFOLIO MANAGER SET-UP: WCS will establish the required Energy Star Portfolio Manager Accounts, enter a minimum of one year of historical utility data and enter monthly utility data going forward for all WCS schools. WCS will use Portfolio Manager to benchmark facilities and share data with EESI. WCS will request a reimbursement under the grant of \$4,500 for these one-time services.

3. ENERGY POLICY DEVELOPMENT: WCS will adopt an Energy Conservation Policy that meets the EESC requirement for energy management while maintaining occupancy comfort and adhering to all standards and codes for indoor air quality and a healthy learning environment. The policy will be adopted as soon as possible in the 2013-2014 school year. WCS will request a reimbursement under the grant of \$4,500.

4. ENERGY EDUCATION/AWARENESS CURRICULIMS: WCS will establish the *NEED* energy education program as assisted by CES. This will initially be conducted at three schools (1-HS, 1-MS, 1-ES) demonstrating the K12 continuity of the program. WCS' Teaching, Learning & Assessment Department will monitor and evaluate the success of the curriculum in supporting WCS' science standards as well as the anticipated state established common core standards for science. WCS will request reimbursement under the grant of \$6,169 for these services.

5. CERTIFIED ENERGY MANAGER TRAINING: WCS's Energy Manager will attend and successfully complete the required training for certification as an energy manager. WCS will request reimbursement under the grant of \$4,000 for the tuition, travel and per diem costs associated with this certification training.

6. ENERGY MANAGEMENT SOFTWARE FRONT-ENDS: WCS desires to establish an ongoing energy monitoring and analysis system to collect, organize, and analyze monthly utilities in real-time to provide facility intelligence to WCS. The successful software will enable WCS to respond to real-time demand situations as well as support long-term analysis of consumption that will inform our building audit and recommissioning/retro-commissioning efforts. WCS anticipates installing NOVAR's *Trend* system supported by Thermatec/WCS. This

system has the best interoperability with our existing NOVAR BMS controls and existing ENERNOC installed demand meters.

The initial installs funded by this grant will be done at 3-4 WCS campuses. WCS will seek grant reimbursement of \$56,000 to install the necessary hardware/software and receive training and follow-up support for each product.

7. BUILDING RECOMMISSIONING/RETRO-COMMISSIONING STUDIES: WCS intends to conduct recommissioning/retro-commissioning studies on schools that currently have high Energy Usage Indices (EUI) as compared to similarly constructed schools. The initial school to be studied is Franklin HS with an EUI of 66.8 kBtus/SF. FSI will conduct this studies and WCS energy staff will participate in them to learn the process. WCS will request reimbursement under the grant of \$25,000 for these services.

8. ENERGY MANAGEMENT PLAN w/ EESI REPORTING: MRG will lead WCS through a process to develop an energy action plan. Roles and responsibilities will be assigned for identified actions. Actions will include operation, maintenance, behavioral, and capital projects. Darrell Jones, WCS Energy Resource Coordinator, will be the Energy Advocate for WCS. MRG will provide training to understand return on investment of energy conservation activities for both the short-term and long-term basis. The ASHRAE audits, building surveys, and other facility intelligence will be used in preparation of the action plan to set performance goals for capital projects. MRG will assist WCS develop a process to collect and transmit reports to EESI. MRG will assist WCS in responding to EESI questions or comments as to the format and content of the quarterly report. WCS will request reimbursement under the grant for \$19,000 for these services.

SUMMARY: The below table summarizes the program described above.

<u>Line Item</u>	<u>Reimbursable Cost</u>	<u>Comments</u>
1-ASHRAE Level 1 Audits	\$20,000	500,000SF (10% of WCS inventory) by MRG
2-Energy Star Portfolio Mgr. Set-up	\$4,500	All WCS schools by MRG
3-Energy Policy Development	\$4,500	WCS assisted by MRG
4-Energy Education/Awareness Program Pilots	\$6,169	NEED assisted by CES
5-CEM Training	\$4,000	Tuition, Travel & Per Diem
6-Energy Management Software Front-end Pilots	\$56,000	NOVAR's <i>Trend</i> by Thermatec & WCS
7-Recommissioning/Retro-Commissioning Studies	\$25,000	By FSI
8-Energy Mngt Plan w/ EESI Reporting	\$19,000	Assisted by MRG
Total:	\$139,169	

If additional grant funds become available, WCS would use them to expand the number of schools covered by the energy management software frontend, additional ASHRAE Level 1 audits and additional recommissioning/retro-commissioning studies.

WCS POINT-OF-CONTACT



Mark B. Samuels, PE
Maintenance Director
c: 615-566-6870, e: marks@wcs.edu

From Outlier to Innovator



*A new vision for WCS students in
need of a unique high school experience
to unleash and meet their creative and
innovative potential*

The Original Vision for MCHS



A unique, nontraditional learning experience
for unique, nontraditional students.

MCHS after 2006

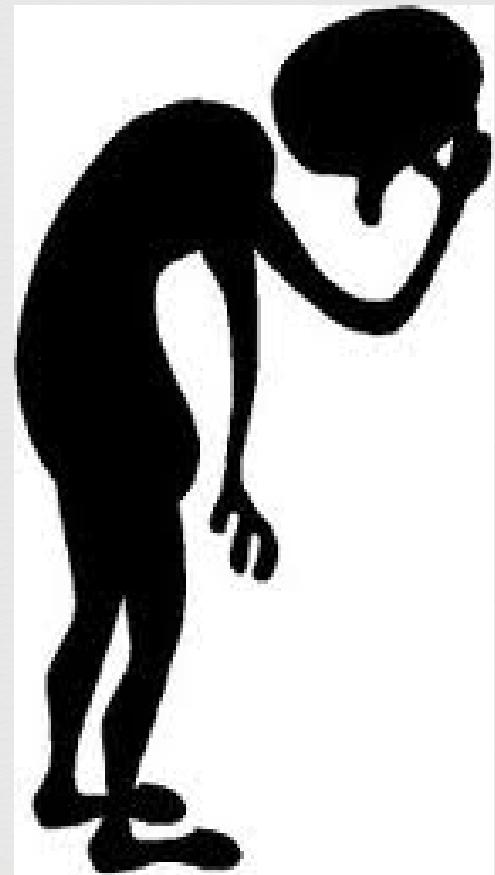


A smaller setting for unique, nontraditional students.

Poor Self-Efficacy



- ❧ Avoid challenging tasks
- ❧ Believe that difficult tasks and situations are beyond their capabilities
- ❧ Focus on personal failings and negative outcomes
- ❧ Quickly lose confidence in personal abilities



Sir Ken Robinson

Creating unique conditions for
growth and development



**“Many Highly
Talented, Brilliant, Creative People
Think They’re not —**

because the thing they were good at,
at school wasn’t valued,
or was actually Stigmatized.”

Sir Ken Robinson

click for video link ->

A black and white portrait of Sir Ken Robinson, an older man with glasses, looking directly at the camera. The portrait is on the left side of a dark rectangular box. To the right of the portrait is a quote in white text. Below the quote is his signature in white cursive. At the bottom right of the box is a small text link.

21st Century Skills



The New Vision



- Build student self-efficacy and confidence as learners
- Channel our students' innate creativity and divergent thinking to launch them into the world as innovators
- Connect students to the broader community and to lead them to see themselves as productive citizens

Positive Self-Efficacy



- ❧ View challenging problems as tasks to be mastered
- ❧ Develop deeper interest in the activities in which they participate
- ❧ Form a stronger sense of commitment to their interests and activities
- ❧ Recover quickly from setbacks and disappointments



Reactive to Proactive



Proactively identify 40 rising freshmen a year with input from middle school staff, parents, and students themselves



Think Different

Next Steps



- ❧ Update the WCS Board of Education in February with a complete proposal for the redesign of the school.
- ❧ Rethink everything about MCHS
 - ❧ Retain the small, intimate, accepting environment
 - ❧ Integrate 21st century skills into instruction
 - ❧ Design unique 21st century elective academies
 - ❧ Incorporate internships and practicums
 - ❧ Consider changing the name of school to capture the new vision

Conclusion

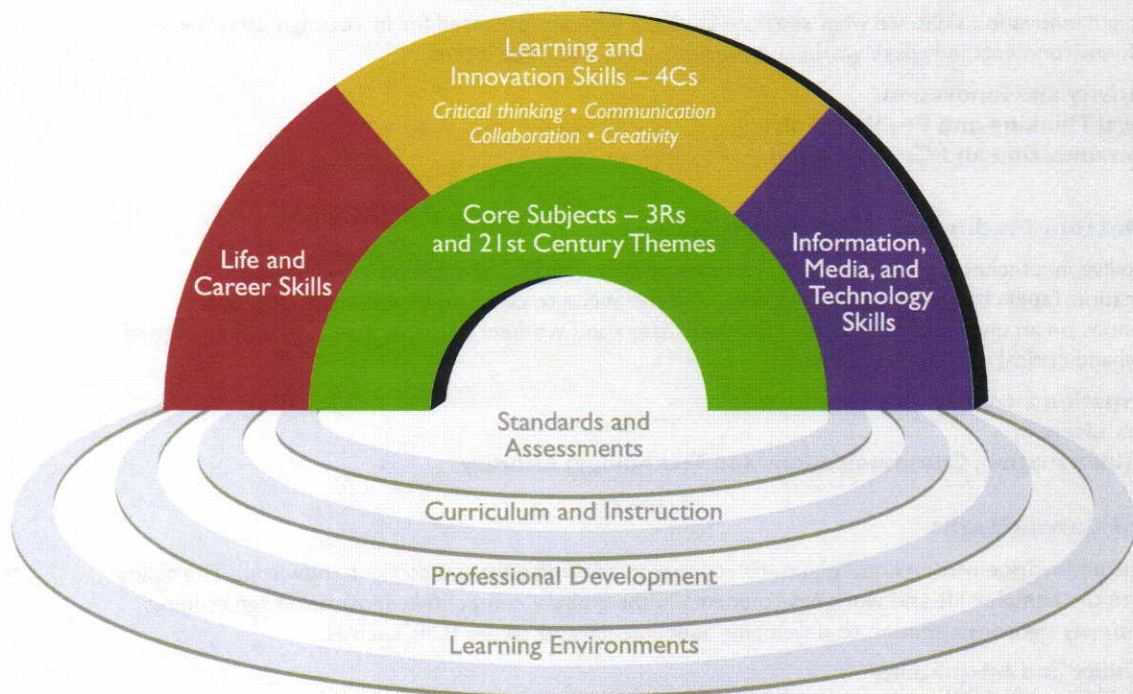


- ❧ MCHS was originally designed to offer a unique learning experience from a traditional school.
- ❧ MCHS still serves the students who do not fit in their zoned schools and need a different approach.
- ❧ This proposal has defined a vision to serve our students that will channel their innate abilities and interests and reengage them in authentic learning aligned with national recommendations for 21st century education.

Framework for 21st Century Learning

The Partnership for 21st Century Skills has developed a vision for student success in the new global economy.

21st Century Student Outcomes and Support Systems



21ST CENTURY STUDENT OUTCOMES

To help practitioners integrate skills into the teaching of core academic subjects, the Partnership has developed a unified, collective vision for learning known as the Framework for 21st Century Learning. This Framework describes the skills, knowledge and expertise students must master to succeed in work and life; it is a blend of content knowledge, specific skills, expertise and literacies.

Every 21st century skills implementation requires the development of core academic subject knowledge and understanding among all students. Those who can think critically and communicate effectively must build on a base of core academic subject knowledge.

Within the context of core knowledge instruction, **students must also learn the essential skills for success in today's world, such as critical thinking, problem solving, communication and collaboration.**

When a school or district builds on this foundation, combining the entire Framework with the necessary support systems—standards, assessments, curriculum and instruction, professional development and learning environments—students are more engaged in the learning process and graduate better prepared to thrive in today's global economy.

Core Subjects and 21st Century Themes

Mastery of **core subjects and 21st century themes** is essential to student success. Core subjects include English, reading or language arts, world languages, arts, mathematics, economics, science, geography, history, government and civics.

In addition, schools must promote an understanding of academic content at much higher levels by weaving **21st century interdisciplinary themes** into core subjects:

- **Global Awareness**
- **Financial, Economic, Business and Entrepreneurial Literacy**
- **Civic Literacy**
- **Health Literacy**
- **Environmental Literacy**

Learning and Innovation Skills

Learning and innovation skills are what separate students who are prepared for increasingly complex life and work environments in today's world and those who are not. They include:

- **Creativity and Innovation**
- **Critical Thinking and Problem Solving**
- **Communication and Collaboration**

Information, Media and Technology Skills

Today, we live in a technology and media-driven environment, marked by access to an abundance of information, rapid changes in technology tools and the ability to collaborate and make individual contributions on an unprecedented scale. Effective citizens and workers must be able to exhibit a range of functional and critical thinking skills, such as:

- **Information Literacy**
- **Media Literacy**
- **ICT (Information, Communications and Technology) Literacy**

Life and Career Skills

Today's life and work environments require far more than thinking skills and content knowledge. The ability to navigate the complex life and work environments in the globally competitive information age requires students to pay rigorous attention to developing adequate life and career skills, such as:

- **Flexibility and Adaptability**
- **Initiative and Self-Direction**
- **Social and Cross-Cultural Skills**
- **Productivity and Accountability**
- **Leadership and Responsibility**

21ST CENTURY SUPPORT SYSTEMS

Developing a comprehensive framework for 21st century learning requires more than identifying specific skills, content knowledge, expertise and literacies. An innovative support system must be created to help students master the multi-dimensional abilities that will be required of them. The Partnership has identified five critical support systems to ensure student mastery of 21st century skills:

- **21st Century Standards**
- **Assessments of 21st Century Skills**
- **21st Century Curriculum and Instruction**
- **21st Century Professional Development**
- **21st Century Learning Environments**

For more information, visit the Partnership's website at www.P21.org.



PARTNERSHIP FOR
21ST CENTURY SKILLS

Member

Organizations

- American Association of School Librarians
- Adobe Systems Incorporated
- Apple Inc.
- Blackboard
- Cable in the Classroom
- Cengage Learning
- Cisco Systems
- Crayola
- Dell
- Education Networks of America
- ETS
- EF Education
- GlobalScholar
- Houghton Mifflin Harcourt
- Hewlett Packard
- Intel® Corporation
- JA Worldwide
- KnowledgeWorks Foundation
- Learning Point Associates
- LEGO Group
- McGraw-Hill
- Measured Progress
- MHz Networks
- Microsoft Corporation
- National Academy Foundation
- National Education Association
- netTrekker
- Oracle Education Foundation
- Pearson
- PMI Educational Foundation
- Verizon
- Walt Disney Company



WCS Board of Education Strategic Plan Progress Report for Student Programming and Teacher Quality

Williamson County Schools
November 14, 2013



ACADEMIC HEALTH

2013 TDOE Report Card – Achievement

Content Area (3-year average)	2010	2011	2012	2013
Mathematics	A	A	A	A
Reading/ Language Arts	A	A	A	A
Science	A	A	A	A
Social Studies	A	A	A	A

2013 TDOE Report Card – Growth

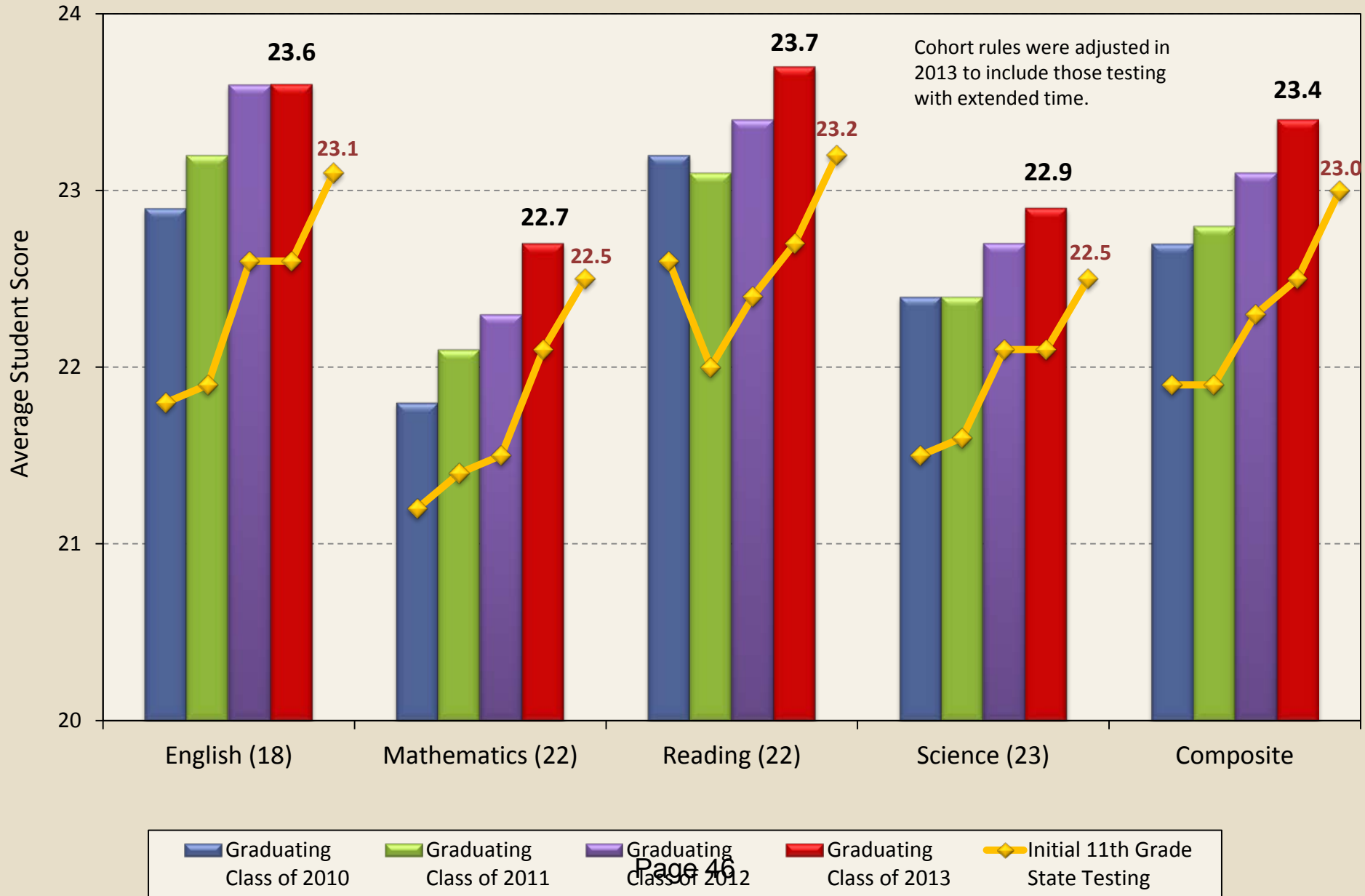
Content Area (3-year average)	2010	2011	2012	2013
Mathematics	D	C	A	A
Reading/ Language Arts	D	B	A	A
Science	D	D	B	A
Social Studies	B	B	A	A

2013 TDOE Report Card Results

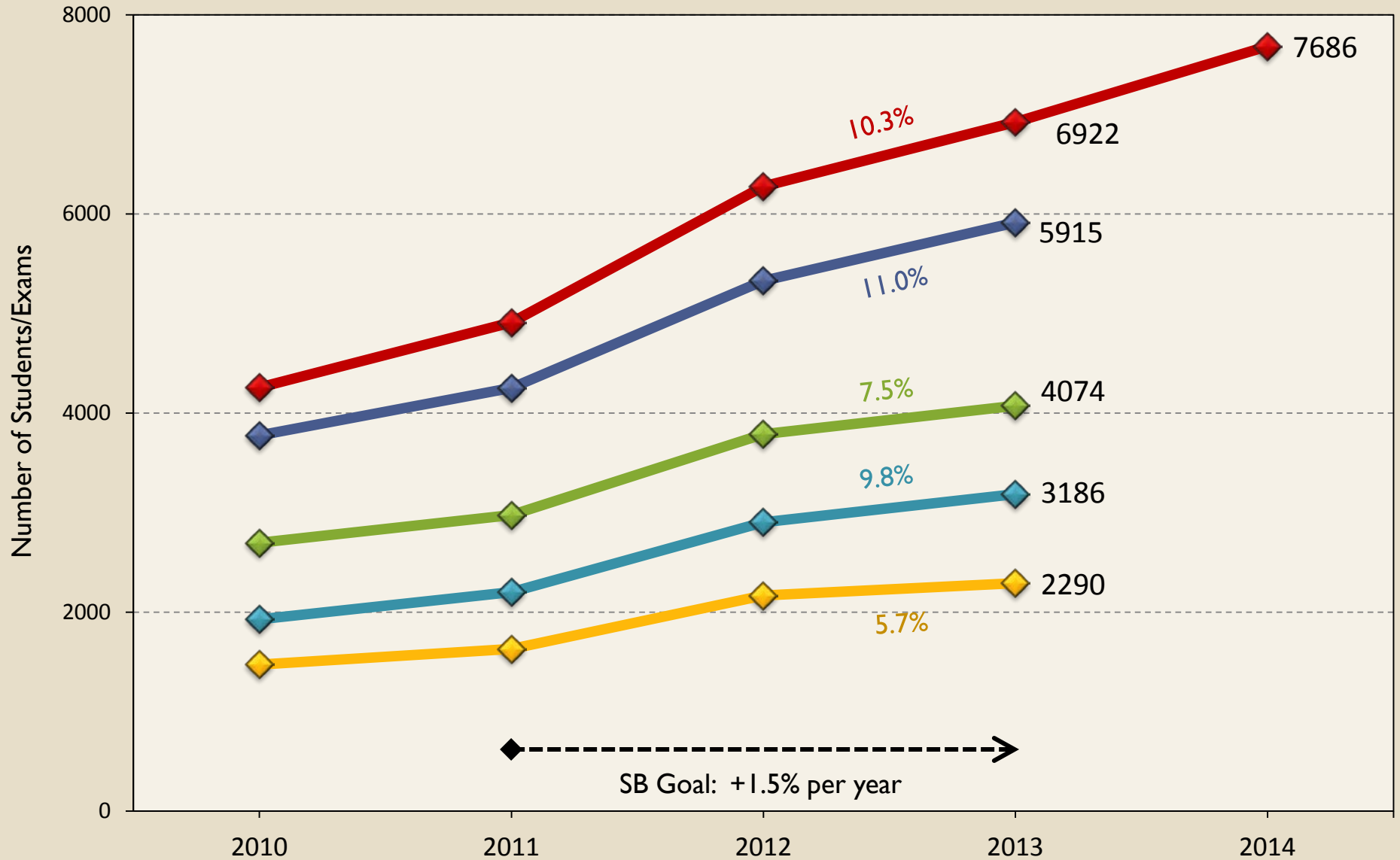
- **Accountability:**
 - Met achievement & missed gap closure measures
- **Achievement (3-8):**
 - Improved scores in every category
- **Value-Added (4-8 & 9-12):**
 - 4-8: Improved in 3 of 4 areas; positive gains in all
 - 9-12: positive gains in 9 of 10 areas, including ACT
- **Attendance & Graduation:**
 - 99.7% promotion rate & 93.8% graduation rate
- **Teacher:**
 - 100% highly qualified status

Williamson County Schools ACT Trends

Graduation Cohorts 2010-2013



Williamson County Schools Advanced Placement Trends 2010 - 2014

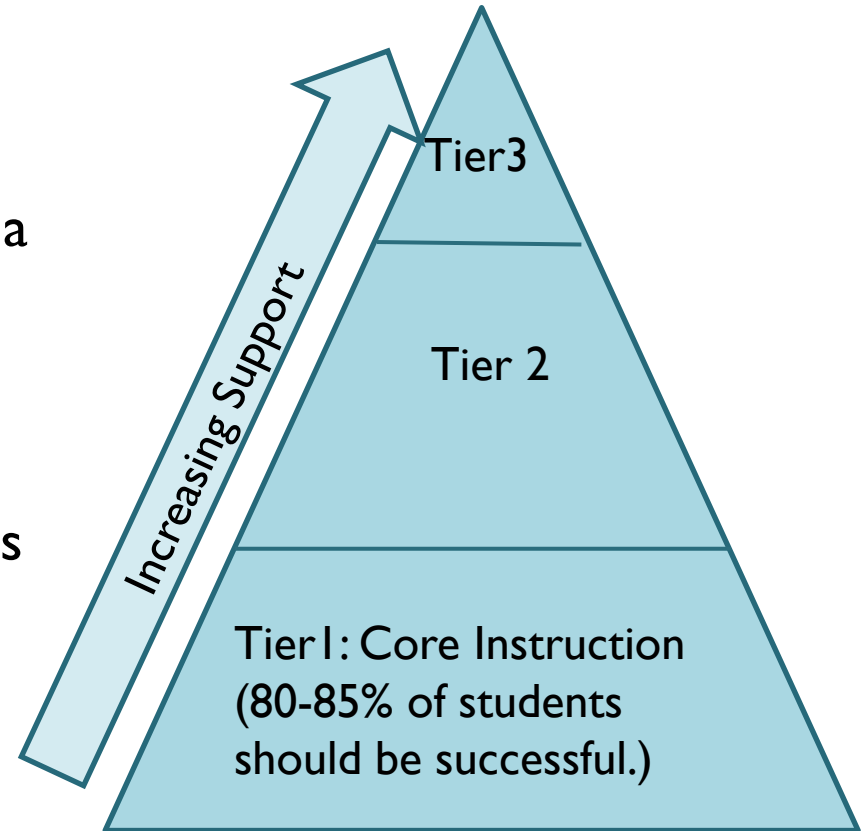


Scope and Sequence: WCS Plan for Learning

The screenshot shows the Williamson County Schools website interface. At the top, there is a navigation menu with items: Home, About WCS, Schools, Administration/Departments, **Instructional Services**, Employees, Parents & Students, Careers, and Search. A red arrow points to the 'Instructional Services' menu item. Below the navigation is a banner with the WCS logo and the text 'COLLABORATIVE EFFORTS OF STUDENTS, TEACHERS, AND COMMUNITY WILLIAMSON COUNTY SCHOOLS'. A date stamp indicates 'Oct 30 10:24:41 CDT 2013'. Below the banner is a secondary navigation bar with 'EXPLORE WCS', 'Superintendent's Message', 'Video Library', 'Sign Up', 'eFocus', 'twitter', and 'f'. The main content area is divided into several sections: 'View Our Featured Video Below' with a photo of children; 'Happening Around the District' with a 'Tweets' section showing posts from @WCSedu and @MariaGiordano; 'QUICK LINKS' with dropdown menus for 'FAQ How do I.....' and 'Contact Us'; 'Planning Links' with icons for 'BY T', 'INVEST NOW', 'Bus Routes School Zones', 'District Calendars', 'Strategic Planning', and 'PTO Leadership Council'; and 'Special Events' listing activities like 'CGES - Fitness Club', 'KES - BROWNIE TROUP 1720', 'HMS - HMS Boys JV Soccer', 'HEMS - Boys Soccer/Heritage', and 'SSTMS - Baseball Parent Meeting SSTMS'. A footer note states: 'Outside linked sites are not under the control of WCS and the district is not responsible for the contents of any of these linked sites or any contained in a linked site.'

Response to Intervention (RTI)

- We are ahead of state mandates.
- All elementary schools and all middle schools are using a universal screener. (STAR)
- Fairview High School is piloting STAR.
- Independence High School is piloting the use of pre-existing data for screening.
- Schools are progress monitoring students and providing escalating interventions when needed.

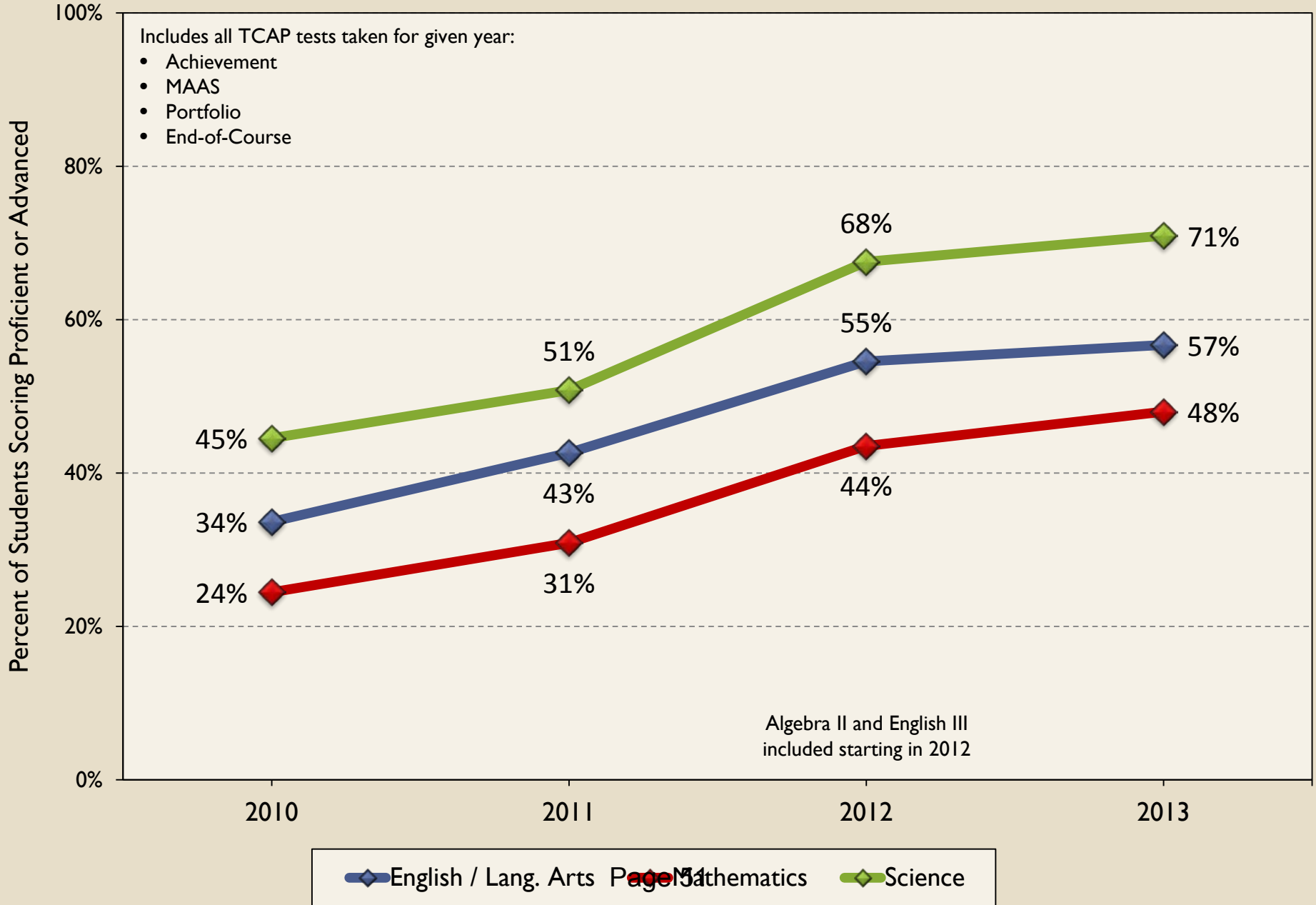


Special Education

We Believe

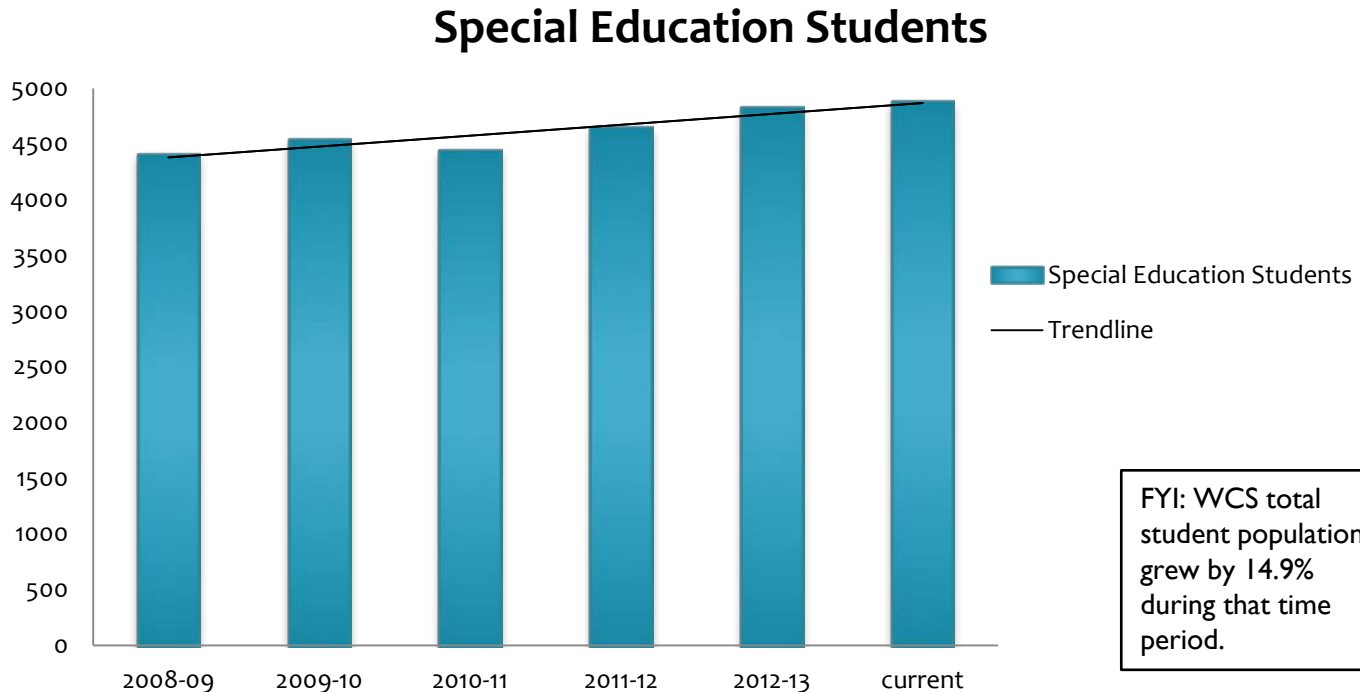
- All individuals are important and valued.
- All individuals have unique needs and abilities.
- All individuals can learn and succeed.

Williamson County Schools TCAP Trends for Students with Disabilities 2010-2013



Special Education

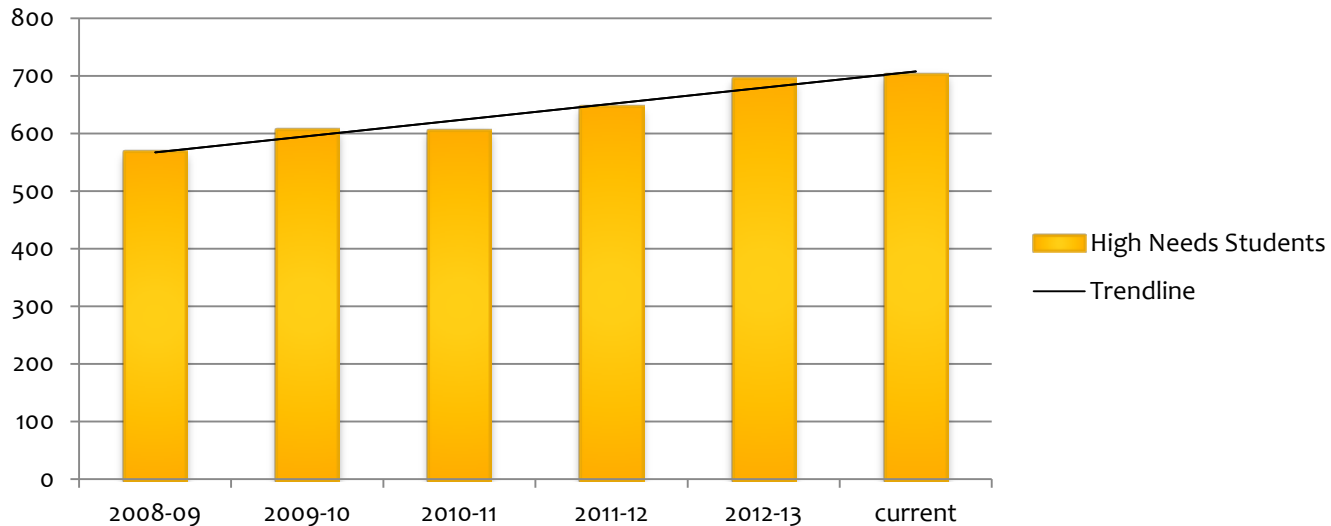
- Since 2009, WCS has experienced a **9.5%** increase in the Special Education student population.



Special Education

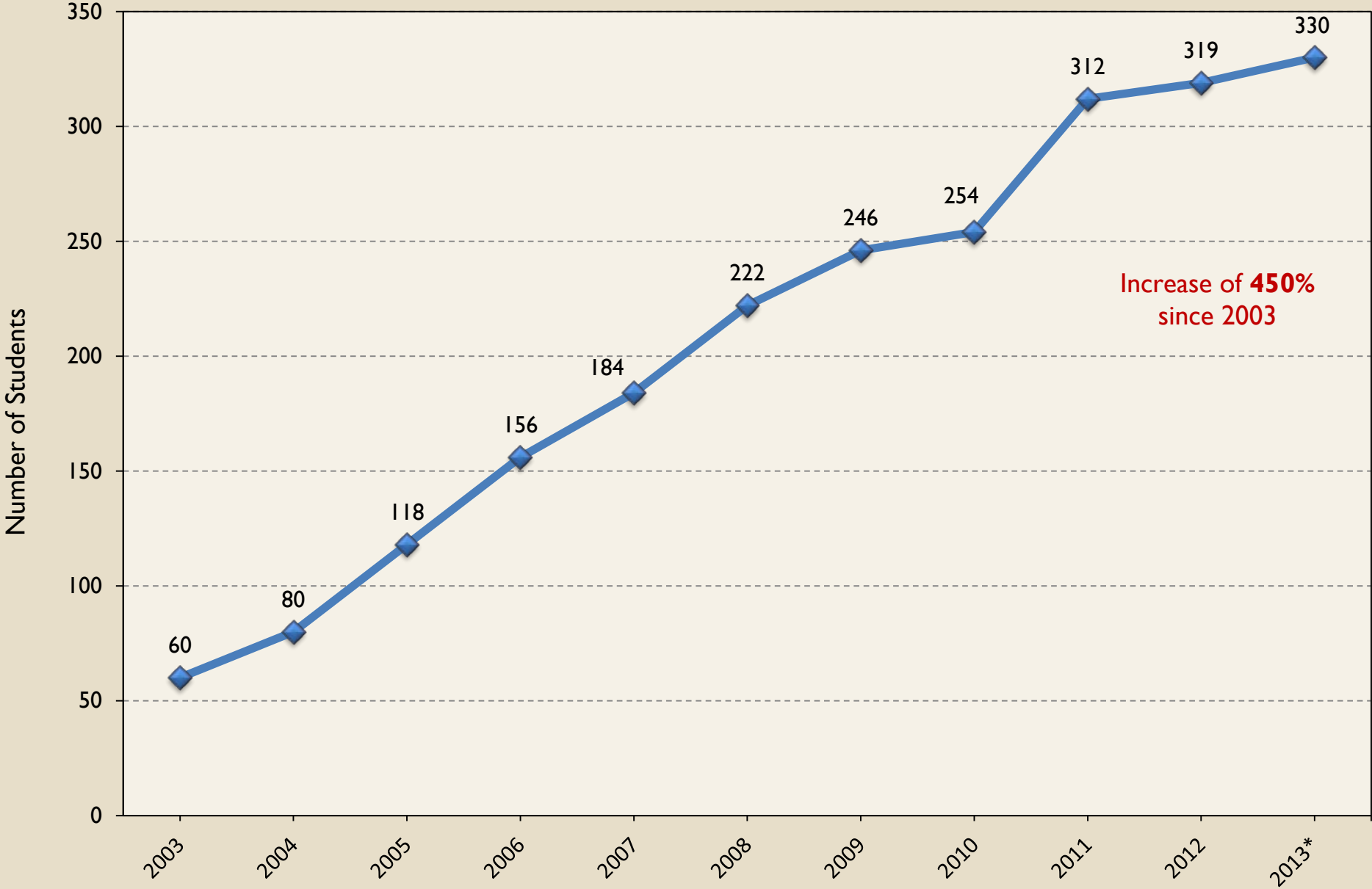
- By contrast, there has been a **22%** growth in the number of students with high needs.

High Needs Students



- *These students have disabilities such as autism, emotional disturbance, multiple or intellectual disabilities, and require specialized services and additional staff resources and support.*

Williamson County Schools Autism Eligibility Trends



English as a Second Language (ESL)

- WCS currently serves 640 English Language Learners, representing 90 birth countries and 59 languages.

Top 10 Non-US Birth Countries:

1. China (108)
2. Russia (74)
3. India (51)
4. Canada (47)
5. Korea (46)
6. Guatemala (41)
7. Japan (41)
8. Mexico (32)
9. United Kingdom (26)
10. Ethiopia (20)

Top 10 Non-English Languages:

1. Spanish
2. Chinese
3. Korean
4. Japanese
5. Hindi
6. Farsi
7. Telugu
8. Russian
9. Arabic
10. Urdu (tied with Gujarati)

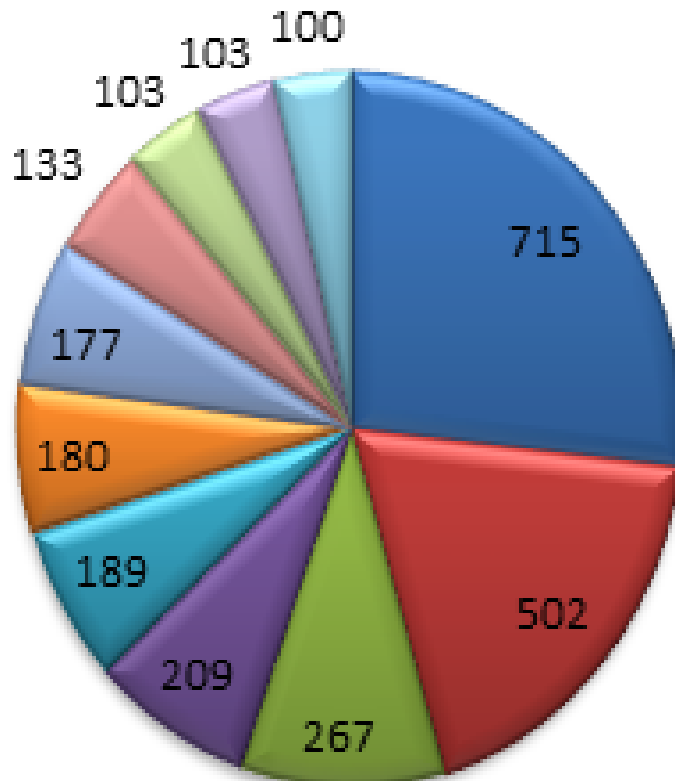


TEACHER QUALITY

Teacher Quality: Professional Development

- May 25, 2013 to present—47,300 hours of PD credit earned by educators outside the contracted workday (7,277 days of learning for about 2500 individuals)
- Embedded PD
 - Co-teaching Academy Cohort 2
 - Onsite RTI training for coaches, principals, and psychologists
 - Verizon grant training for BYOT leaders
 - Small professional learning communities for instructional coaches
 - Ongoing mentoring of 300 new teachers (146 with 0-1 year of teaching experience)

Most Popular Courses



- Reading Textbook Training
- BYOT Implementation Courses
- New Teacher Induction 2013
- CPI Refresher
- K-8 Math TN Common Core
- 6-12 ELA/Literacy TN Common Core
- Quantum Learning
- 2nd Annual WCS Autism Conference
- RTI Shifts for Special Educators
- Strategies to Implement Higher Level Questioning
- Strategies for Formative Assessment and Academic Feedback

Teacher Quality: Evaluation

- WCS continues to use a customized flexible model of TEAM, the state evaluation system. We developed our model in conjunction with FSSD.
- The key difference? Instead of a one-time snapshot approach, our administrators observe teachers multiple times and coach them toward improvement before a final score is determined.

TURNOVER:

Educator Reasons for Leaving WCS Employment

- **2011-12 School Year**

1. Resignations – 194*
2. Retirements – 53
3. Terminations – 25

*Top five reasons for resignation, respectively: No reason, Move, Baby, Another Education Job, Career Change

- **2012-13 School Year**

1. Resignations – 202
2. Retirements – 55
3. Terminations – 23
4. Deceased – 2

*Top five reasons for resignation, respectively: No reason, Move, Baby, Another Education Job, Personal Reasons

TEACHER RECRUITING



- **Social Media Strategy – WCS seeks to move beyond the traditional job search methods such as job board postings and recruitment fairs. By leveraging digital resources such as job postings on reputable social media sites, WCS can reach a more diversified and highly qualified applicant base, particularly for hard to fill positions (i.e. special education, math, foreign language).**
- **Effective May 1, 2013, the TN Department of Education partnered with Teachers-Teachers.com to bring online recruitment services to all public school districts and charter schools in Tennessee. Access to the recruitment services provided by Teachers-Teachers.com is available at no cost to our school district. WCS utilized this service already this year to recruit for foreign language positions. With Teachers-Teachers.com, WCS can:**
 - **Post unlimited job postings for all positions, including teachers, administrators and related service personnel**
 - **Search a resume database of over 30,000 licensed educators interested in Tennessee**
 - **Proactively contact candidates**
 - **Receive unlimited resumes from interested candidates**
 - **Manage and track applicants and applicant documents online**
 - **Connect with a dedicated recruitment coordinator for technical support**

ONGOING

<i>Goal</i>	<i>No.</i>	<i>Goal Description</i>	<i>Action Step</i>	<i>Description</i>	<i>Staff Person Responsible</i>	<i>Target Date of Completion</i>			<i>Evidence of Action Step Completion</i>
Finance	5	To implement parameters for developing responsible budgets that support educational measures which advance student learning	1	Continue providing reporting system that advises the board of budgetary operations	CFO				Monthly financial report in board packet

ONGOING AS NEEDED

Growth Planning and Zoning	3	To plan for rezoning on multi-year cycles	2	Provide recommendations to the School Board regarding zoning decisions prior to school overcrowding based on established fill rates	Superintendent				Annual enrollment projections and school capacities
Growth Planning and Zoning	3	To plan for rezoning on multi-year cycles	3	Establish school/transportation zones before school is under construction	Superintendent				Board minutes
Growth Planning and Zoning	3	To plan for rezoning on multi-year cycles	4	Regularly evaluate district growth trends to plan for potential zoning changes two years in advance	COO				County-wide mapping of developments
Finance	5	To implement parameters for developing responsible budgets that support educational measures which advance student learning	2	Develop a process for researching and evaluating the adoption or the implementation of a new program or system	Superintendent				Shared decision-making protocol log Policy

Williamson County Board of Education



Adopted Date:
1/21/03
Rev. 8/18/08; 7/19/10
Editorial 10/25/10

1.403

BOARD MEETING AGENDAS

1st Reading
11/18/13

1 The chairman and superintendent shall determine the agenda. While developing the agenda, the chairman
2 and superintendent shall identify routine or non-controversial items to be placed on the consent agenda,
3 which shall become a part of the regular agenda. If any member objects to including an item on the consent
4 agenda, that item shall be moved to the regular agenda as an action item requiring discussion. The
5 remaining consent items shall be adopted in a single vote without discussion.
6

7 Additional items of business ~~may be suggested by individual Board members for inclusion on the agenda~~
8 may be placed on the Board Work Session agenda under "Topics for Discussion" at the request of a Board
9 member made in writing. Board members wishing to suggest an item of business for the agenda shall notify
10 the Superintendent and Board Chair in writing at least ~~six~~ ten working days before the Board Work Session.
11

12 Regular meetings shall be conducted under the following order of business:
13

- 14 A. Call to Order, Pledge and Moment of Silence
- 15 B. Approval of Agenda*
- 16 C. Consent Agenda
- 17 D. Items of Public Interest (Public Comment)**
- 18 E. Communications to the Board (requiring no action)
- 19 F. Unfinished Business
- 20 G. New Business
- 21 H. Adjournment

22
23 *Note: Once the Agenda has been approved, it may not be changed without action to set aside Board
24 policy.
25

26 **Fifteen (15) minutes will be placed on the agenda for the Chairperson to recognize individuals to make
27 comments. *Only Williamson County residents may speak during this time.* Any person *All residents*
28 addressing the Board will state his/her name, address, and the name of the organization or group he/she
29 represents *before addressing the Board* if any. The Board reserves the right to limit the time of any speaker.
30

31 Under the Tenure Recommendations section of the Agenda, if a Board member requests that any specific
32 tenure recommendation(s) be acted upon separately, this request will be honored automatically.
33

34 Agendas for Special-Called meetings of the School Board shall be established pursuant to requirements
35 established by Tennessee law.
36

37 The agenda shall be available at each meeting for visitors. The agenda shall be posted on the bulletin board
38 at the Board of Education office on the day it is mailed to the members and to the media.
39

40

41

42

43 Legal Reference:

44 TCA 49-2-206
45

46

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50

Williamson County Board of Education



Adopted Date:
5/7/79
Reviewed 5/21/01
Rev. 2/20/06

5.604

OVERTIME PAY

1st Reading
11/18/13

1 Employees are expected to observe the time schedules established by their immediate supervisor.
2 Overtime pay or compensatory time-off for hourly (FLSA nonexempt) employees will be approved
3 only by the Director of Schools or his/her designee.
4

5 Overtime pay will be paid at one and a half times salary for all hours worked over 40 hours in a
6 work week. Compensatory time-off will accrue at one and a half times leave for all hours worked
7 over 40 hours in a work week. Paid holidays will count as hours worked for the purposes of
8 calculating overtime for the week that includes the holiday. Sick leave, vacation and personal leave
9 will not count as hours worked.
10

11
12 Employees working two or more different job types may, under federal labor standards, work up to
13 40 hours in each job without requiring one and a half times each job's hourly rate. WCS employees
14 may work two or more such jobs, paid at each job's regular rate up to 40 hours per job.
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To: Board of Education
From: Leslie C. Holman, Chief Financial Officer *LCH*
RE: Budget amendments
Date: November 4, 2013



Resolutions for School Board approval only:

General Purpose School Fund Budget Amendments

11.13. Energy Efficient Grant – The maintenance department applied for and received a grant in the amount of \$139,169. The Grant document is attached to the memo requesting your approval of the grant in the consent agenda. We do not have to match the grant and therefore, this amendment requires your approval only. Funds will be used for training, materials and supplies and contracted professional services. If you have any questions about the grant, please contact Mark Samuels for details (472-4974).

11.13 PTO position – Pearre Creek is requesting an additional position (computer teacher assistant) that will be funded by their PTO. This will require no matching funds and therefore requires your approval only.

11.13 SPED Addl Exp – Late in the budget process, additional special needs students entered our district that required additional services. The Student Support Services Department is in need of additional funds for operations and personnel. Some of the personnel have been hired in so much as they are required to meet student teacher ratio parameters and IEPS. In October we received more funds from the state for high cost students than expected. We will use these funds to pay for these needs.

Resolutions for School Board and County Commission Approval:

1.14. Inter – During the budget process I inadvertently left off the degree supplement that principals with EDS and PHD's get along with their base salary. I am transferring funds from the teacher line to cover this need at this time.

Staff recommends approval of these requests as presented.

If you have any questions you would like me to research, please let me know. 472-4022

RESOLUTION NO. _____

RESOLUTION APPROPRIATING \$139,169 FUNDS AWARDED FROM THE STATE FROM THE ENERGY EFFICIENT SCHOOLS INITIATIVE GRANT

WHEREAS, the Williamson County School maintenance department applied for and received notification that they have been awarded \$139,169 Energy Efficient Schools Grant; and

WHEREAS, the funds will be used for training of personnel, providing funds for contracted services and the purchase of certain materials and supplies; and

WHEREAS, there is no local match required for these funds;

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of Education meeting in regular session on November 18, 2013 approve the following funds and amend the 2013-2014 General Purpose School Fund as follows:

Revenue			
141.46530.P1102	Other State Revenue-	\$139,169	
	EESI		
 Expenditures			
141.72620.539900.620.P1102	Other Contracted		115,169
	Services		
141.72620.542600.620.P1102	General Construction		20,000
	Material		
141.72620.552455.620.P1102	In Service Training		4,000
		<hr/>	
		\$139,169	\$139,169

Action Taken
School Board **Yes**___ **No**___ **Ab**___

Leslie Holman

From: Mark Samuels
Sent: Tuesday, October 29, 2013 2:56 PM
To: Leslie Holman
Cc: Jason Golden; Tim Gaddis
Subject: Energy Efficient Schools Initiative (EESI) Grant
Attachments: BoE Resolution for Accepting EESI Grant (Nov '13 BoE mtg).doc; REVISED Williamson Cty Schools EESI Grant Proposal (13 Sep '13) .pdf; RE: Williamson County Schools REVISED EESI Grant Proposal

Leslie –

Attached please find a DRAFT resolution for the EESI grant we discussed this morning. I found the one we did in October '09 and modified it thinking that might save some time. The second attachment is the actual proposal I submitted to the EESI Council. It was approved this month (see the attached e-mail from Paul Cross the Executive Director of EESI).

The last page of the second attachment summarizes how the proposal breaks down from an in-house/contract funding perspective. Most of the tasks are to be performed by contractors (MRG, Chevron Energy Solutions, Thermatec, and FSI). Some will be training (tuition, travel, per diem) for our Energy Officer. Some will be parts/equipment we purchase ourselves in conjunction with Thermatec's work. The best break-out is as follows for purposes of initial account set-up:

- Other Contract Services (professional services):	\$115,169
- In-House Material Purchases:	\$20,000
- Training:	<u>\$4,000</u>
	\$139,169

As we execute this program we may trade-off tasks to do ourselves vice paying a contractor to do them or vice versa, so I'll need a bit of flexibility in moving some funds between those three account lines. Also, the funds need to be usable at any school (Rural or General).

**RESOLUTION APPROPRIATING \$5,610 WITHIN THE GENERAL PURPOSE SCHOOL
FUND 2013-2014 OPERATING BUDGET FOR PTO FUNDED POSITION**

WHEREAS, the Pearre Creek Elementary PTO has approved from their operations to pay for a part time computer lab assistant for their school; and

WHEREAS, the PTO will provide for all expenses related to this position and therefore no additional funds are required;

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of Education meeting in regular session on November 18, 2013 amend the 2013-2014 General Purpose School Fund Operating budget in the following manner:

Revenue		
141.44990	Other Local Revenues (parent Funded programs)	\$5,610
Expenditure		
141.71100.5163	Teacher Asst.	5,211
141.71100.5201	Fica	323
141.71100.5212	Medicare	76
	Total	\$5,610

**Action Taken
School Board**

Yes_____

No___

11.13.pto position.docx

RESOLUTION AMENDING THE 2013-2014 GENERAL PURPOSE SCHOOL BUDGET \$540,080 FOR ADDITIONAL SPED EXPENSES FROM STATE FUNDS

WHEREAS, there is a need to increase the Student Service Support Department’s budget due to unforeseen additional expenses; and

WHEREAS, expenses include additional special education teacher assistants due to the increased number of students requiring an aide; additional teachers to meet the ratio of students to SPED teacher assignments; a psychologist to meet the growing needs for assessments due to the number of students requiring this service; and

WHEREAS, prior to the end of the last fiscal year, new students entered the district that required more contracted services for outside placement services than was budgeted during the budget process; and

WHEREAS, we have received more revenue from the state for high cost students for 2013-2014, and we will use these additional funds for these expenses;

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of Education meeting in regular session on November 18, 2013 approve and amend the 2013-2014 General Purpose School Fund budget in the following manner:

Revenue			
141.47143	SPED Grants to State-High Cost		\$540,080
Expenditure			
141.71200.511600	Teachers	2	\$67,200
141.71200.516300	SPED Teacher Assistants	18.4	197,280
141.71200.520100	FICA		16,400
141.71200.520400	Retirement		16,738
141.71200.520600	Life		668
141.71200.520700	Medical		123,500
141.71200.520800	Dental		6,500
141.71200.521200	Medicare		4,000
141.71200.531200.389	Contracts with Private Agencies		57,000
141.71200.533600.389	Maintenance and repair of equipment		3,000
141.72220.512400.	Psychologist	1	35,000
141.72220.520100	FICA		2,170
141.72220.520400	Retirement		3,080
141.72220.520600	Life		36
141.72220.520700	Medical		6,650
141.72220.520800	Dental		350
141.72220.521200	Medicare		508
	Total		\$540,080 \$540,080

Action Taken:

School Board : Yes___ No___ AB___

RESOLUTION NO. _____

Requested by: BOARD OF EDUCATION

RESOLUTION FOR INTER CATEGORY ADJUSTMENT FOR PRINCIPAL SALARIES

WHEREAS, during the budget process, the educational supplement for advance degrees for principals was inadvertently left out of the budget; and

WHEREAS, in order to have sufficient funds in the appropriate line item to pay these amounts, it is necessary to move funds from another major category to cover this recurring cost;

NOW, THEREFORE BE IT RESOLVED, that the Williamson County Board of County Commissioners meeting in regular session on January 13, 2014 approve the following transfer and amend the 2013-2014 General Purpose School Fund budget the following manner:

Expenditure (Decrease) 141.71100.511600.	Teachers	\$100,000	
Expenditure (Increase) 141.72410.510400	Principals		100,000

Commissioner Bob Barnwell

Committees Referred to and Action

Taken

School Board	Yes __	No __	Ab __
Education	Yes __	No __	Ab __
Budget	Yes __	No __	Ab __
Commission	Yes __	No __	Ab __

Elaine Anderson-County Clerk

Jack Walton-Commission Chairman

Rogers Anderson-County Mayor

Date



2013-2014 Williamson County School Board Goals

Goal	Met Goal	Did Not Meet Goal
-------------	-----------------	--------------------------

The Board will begin building relationships with school boards bordering Williamson County to address matters of common interest.		
The Board will be informed of legislative committee meetings affecting education.		
The Board will establish an appropriate relationship with the Tennessee State School Board.		
The Board will develop and execute a legislative action plan to promote the interests of Williamson County Schools for the 2014 legislative session.		



2012-2013 Williamson County School Board Goals

Goal	Met Goal	Did Not Meet Goal
The Board will create a School Board Member Handbook by June 2013.	✓	
All Board members will complete the online training course to understand TCAP and TVAAS accountability reporting by December 31, 2012		✓
The Board will develop and execute a legislative action plan to promote the interests of Williamson County Schools for the 2013 legislative session.	✓	

The Williamson County Board of Education Member Handbook

Introduction

The Williamson County Board of Education Member Handbook has been developed to provide an overview of the procedures and governing principles guiding the work of the Williamson County Board of Education (the “Board”) and Williamson County Schools (“WCS”). This handbook is intended to serve as a resource to current and prospective WCS Board Members. Additional information relating to school governance is available in the Board Policy Manual which can be accessed at www.wcs.edu.

The Board, by Tennessee law, is the corporate policy making authority for the district. The Superintendent serves as the Chief Executive Officer of WCS and is directly responsible for system operations. Together, the Board and the Superintendent provide for the effective and efficient operations of the district.

A digital edition of this handbook is available at www.wcs.edu. This handbook is reviewed annually.

Our Vision

Williamson County Schools will become a district recognized nationally for students who excel in the academics, the arts, and athletics.

Our Mission

- WCS will achieve its vision by providing exemplary programming which maximizes student development in all areas.
- Instruction will be delivered by a diverse group of effective teachers evaluated on student performance and the ability to build relationships.
- WCS will forge strong partnerships with families and our community to enhance student excellence.

Strategic Plan

The Board adopted a strategic plan for WCS, based on community input. The strategic plan identifies goals and related action within the five strategic areas below:

- Student Programming
- Teacher Quality
- Technology
- Planning and Zoning
- Finance

Authority and Responsibilities of the Board

The powers and mandatory duties of school boards are defined in TCA §49-203. Examples include:

- Selecting and appointing the Superintendent
- Establishing, adopting, and reviewing policies
- Adopting annual operating and capital budgets upon the recommendation of the Superintendent
- Upon the recommendation of the Superintendent, approving the granting of tenure and dismissal of tenured personnel

Composition of the Board and Board Member Qualifications

The Board is comprised of 12 members, each of whom resides in a different legislative district (Districts 1-12 within Williamson County). All Board members must be at least 18 years of age, a registered voter in Williamson County, and have earned a high school diploma or GED. Board members are elected for four year terms on a schedule alternating between even and odd number districts.

Oath of Office/Swearing In

Each new Board member shall appear before the County Mayor or County Clerk to take the Oath of Office. This is traditionally done at a public meeting (see Appendix for oath).

Authority of Individual Board Members

Board members have no legal authority as individuals. Board members do have authority when acting in a legally constituted session, with a quorum being present and by majority vote. The statement or action of an individual or group of the Board members shall not bind the Board itself, except when that statement or action is specifically authorized by an official act of the Board. This does not preclude individual Board members from representing the Board at meetings and ceremonial events or speaking to constituent groups in their capacity as a Board member.

New Board Member Orientation

Following the election or appointment of new Board members, the Board Chairman will provide an orientation addressing Board operations and processes, the working relationships with the Superintendent and staff of WCS, and substantive background information pertaining to school system issues and procedures. A copy of this handbook will be provided during the orientation. New Board members are required to attend the orientation session and submit to a background check.

Board Member Training

Tennessee law mandates that Board members attend seven hours of training annually which is provided by the Tennessee School Board Association (TSBA) in five core modules: Board/Superintendent Relations, Advocacy, Vision, Policy/Board Operations and School Finance. Additionally, in the first year of Board service Board members must also attend a two day Orientation at TSBA.

Removal of Board Seats

The Board has no legal authority to remove a school Board member.

Vacancies of Board Members

Vacancies shall be declared to exist upon death of a current Board member, resignation or moving from the district from which originally elected. When a vacancy occurs, the county legislative body will appoint a new member to serve until the next regularly scheduled election.

Compensation of Board Members

The compensation of Board members is set by the county legislative body. Payment will be made quarterly. As elected officials, Board members shall be eligible to participate in the county's medical, dental and life insurance program.

Annual Organizational Meeting

The Board must conduct an annual meeting for the election of a chairman and vice chairman. The Board traditionally conducts its election of officers as the first order of business at its regular Board meeting in September.

The meeting is called to order by the Superintendent. A motion is made to place a name(s) in nomination for Chairman and, subsequently, for Vice Chairman. Through an individually recorded vote, the members elect a Chairman and Vice Chairman from among the current sitting members by a majority vote. The election for Chairman shall precede the election for Vice Chairman. Immediately upon their election, the Chairman and Vice Chairman shall assume the duties of their office.

Duties and Qualification of Board Officers

Chairman

The Chairman presides at all meetings, appoints committees authorized by the Board, serves as chair of the Executive Committee and countersigns all warrants (checks) issued for all

expenditures. The Chairman communicates the views of the Board in all correspondence and performs other duties prescribed by law or by the Board. The Chairman may appoint committees to hear appeals authorized under Tennessee law or Board policy, appoint ad hoc or special committees of the Board and/or staff members to assist the Board with its work, study specific issues, or undertake Board projects, and serve as Ex-Officio member of all committees appointed. The Chairman shall have charge of coordinating Board retreats/strategy sessions as needed. The Chairman has the responsibility to keep the discussion to the motion at hand and may halt discussion that does not apply to the business at hand.

To be nominated for the role of Chairman, a member must have been on the Board at least 12 months prior to his/her nomination.

Vice Chairman

In the absence of the Chairman, the Vice Chairman performs the duties of the Chairman. If both the Chairman and Vice Chairman are temporarily unavailable to perform the above responsibilities, the remaining members of the Board may designate another member by a majority vote to serve in such a capacity. The Vice Chairman is the official timekeeper at Board meetings.

To be nominated for the role of Vice Chairman, a member must have served on the Board at least 12 months prior to his/her nomination.

Executive Committee

The Chairman and Superintendent comprise the Executive Committee in accordance with state law. The Executive Committee calls Board meetings and prepares the agendas for all Board meetings in accordance with State law and local policy. The Executive Committee is also authorized to sign all contracts for the Board. Board members may suggest items for the work session agenda as outlined in Board Policy 1.403. The Executive Committee shall set the agenda for any retreats/strategy sessions called by the Board Chairman.

State Ethics Policy and Financial Disclosure

State law requires that each Board member complete an annual financial disclosure form for the preceding calendar year. These statements are required to be filed annually with the state Bureau of Ethics and Campaign Finance (see www.state.tn.us/tref).

Annual Agenda and Meeting Schedule

The Board approves an annual agenda and meeting schedule by September of each year which guides the Board's work. The annual agenda and meeting schedule shall be posted on the Board's website at www.wcs.edu.

Meeting Materials and Equipment

Before every business meeting, electronic packets of Board agenda materials are prepared for Board members and key staff. Board information and meeting packet materials are not released to the public until Board members have received them. Previous minutes, agendas, and documents from prior meetings may be found within the **Administration/School Board** section of the district's website.

Board members shall be provided, upon request, with a WCS laptop computer, to be used for WCS business. Board members adhere to the district's Acceptable Use Guidelines for employees.

Open Public Meetings and Notice

Meetings of the Board, including Board committees, are open to the public, except when held pursuant to Tennessee law governing attorney-client meetings as described below. WCS publishes meeting dates, times, and agendas in accordance with Tennessee law.

The Board has the authority to adopt and enforce reasonable rules regarding the conduct of persons attending its meetings. If the Chairman or presiding officer concludes that the behavior of an individual(s) is disrupting a meeting, he/she may have them removed.

Attorney-Client Meetings (Executive Sessions)

Attorney-client meetings, also called "Executive Sessions", are held for attorney advice regarding pending or threatened litigation. The Board cannot deliberate or vote at these meetings. Discussions during executive sessions must remain confidential.

Regular Business Meetings

1. As a matter of practice, the Board generally conducts one business meeting per month which is held on the third Monday of the month. Board meetings are generally held in the Williamson County Administrative Complex auditorium. Based on the business volume and need, the Board Chairman may cancel a meeting. It is common for the Board to not conduct meetings in July and December due to a lack of business.
2. Board policy provides time for members of the public to address the Board. Board policy provides for a maximum of 15 cumulative minutes at each Board meeting for the public to provide input on policy, programming, and organizational practices. Board meetings are not an appropriate venue to address specific student or employee concerns.

3. Routine, non-controversial business items shall be placed on the consent agenda and adopted by a single vote. Any member may request the removal of a consent agenda item, resulting in the placement of the item at the end of the regular agenda.
4. Meetings begin promptly at the starting time on the agenda, provided a quorum is present.
5. All votes which involve the expenditure of money must be recorded by electronic vote or by roll call.
6. All votes for any expenditure, tenure, dismissal or policy shall be considered only after the recommendation of the Superintendent.
7. A Board member absent due to work, family emergency, or military service may participate in a Board meeting by electronic means so long as the Board Chairman can visually identify the member, a quorum of the Board is physically present, and the member (if absence is work related) has provided the Board Chairman his/her intent to participate electronically no less than five (5) days prior to the meeting. A Board member may only participate electronically twice annually, unless the absence is due to military service.
8. Regular Board meeting agendas will follow the order outlined below (BOE Policy 1.403) unless modified by the Executive Committee:

- Call to Order (Pledge of Allegiance/Moment of Silence)
- Approval of Agenda
- Consent Agenda
- Items of Particular Public Interest (Public Comment)
- Communications to the Board
- Unfinished Business
- New Business
- Adjournment

Special Called Meetings

Special meetings may be called by the Executive Committee or when requested by a majority of the Board. The Chairman shall give reasonable notice of the time, location, and specific purpose of the special called meeting. Official minutes will be recorded.

Appeals

Appeals to the Board will follow Policy 1.404.

Complaints/Grievances:

All complaints dealing with school district operations shall be handled at the lowest appropriate level of responsibility. Board members receiving complaints should direct them to the Superintendent for disposition. The Board will only hear complaints or grievances over which it has authority (Board Policy 5.501; 6.305).

Work Sessions

The Board conducts a work session prior to regularly scheduled Board meetings to discuss agenda items in detail. Monthly Board work sessions are generally held the Thursday prior to monthly Board meetings in the Central Office at 1320 West Main Street, Franklin, TN. Board member participation in work sessions is essential. No votes are taken during work sessions. Board meeting agendas may be modified as a result of work session discussions. Work sessions also provide Board members with the opportunity to request additional information in advance of a vote.

Informational Sessions

From time to time, to obtain public input and communicate Board initiatives, the Board may conduct public meetings that are held at different locations within the county. These meetings are held to update the public on school matters. Public notice will be given of the location and times. No official minutes are taken at these meetings

Rules of Order

The Board observes Robert's Rules of Order, in conducting its meetings. Moreover, the Board is guided by its policies and Tennessee law.

1. A quorum consisting of a majority of the full Board shall be present to convene a meeting and transact business.
2. The Board adopts its agenda by majority vote at the beginning of meetings.
3. Tennessee law requires a majority of sitting Board members to approve any Board action.

Conduct at Meetings

Board members should follow the Board Code of Ethics and norms at all times (See appendix).

Retreats/Strategy Sessions

The Board Chairman may schedule planning retreats from time to time. These meetings are open to the public.

Record of Board Meetings

The Board maintains records of meetings as follows:

1. Records of the Board's business meetings are retained in the Central Office and are open to public review. Monthly Board meeting minutes are maintained online. Monthly Board meetings are generally televised, and copies are maintained on file.
2. The minutes of all public meetings contain actions taken by the Board and a summary of the discussions. A Board member may specifically request that a statement on a subject be reflected in the minutes. Minutes of each Board meeting must be approved by majority vote at the next regular Board meeting.
3. Board votes are published in Board meeting minutes. Board meeting minutes must reflect how individual Board members voted on any particular agenda item.

School Board Attorney

Pursuant to State law, the Board may hire legal counsel to represent its interests in legal matters. Pursuant to policy, the Board's attorney represents the organization's interests in working with the Superintendent and in-house legal counsel.

Board of Education Correspondence Procedure

Individual Board members often receive numerous e-mails and letters from constituents about matters relating to the school system. Individual Board members have the option of responding directly to correspondence addressed to an individual member; however, the correspondence must clearly reflect that the views expressed therein are those of the individual member and not necessarily those of the Board. Inasmuch as identical e-mails are often personalized to each Board member, it may be prudent to contact the Superintendent's Executive Assistant to ascertain if the same one has been received by all, with a response to be sent on behalf of the Board Chairman. Board members shall restrict electronic communication regarding Board business to their wcs.edu email account. Board members should not use personal email accounts for public business.

Board Member Visits to Schools

Board members are strongly encouraged to visit schools to better understand the individuality of schools and the responsibility of staff within the school system. When feasible, Board members, working through the Superintendent, should schedule the visit so as to provide the school principal the courtesy of optimum advance notice, to avoid potential conflicts with student testing, staff evaluations, or other critical activity necessitating the attention or presence of the school principal. In the event of such conflict, the Superintendent will schedule the visit for a mutually convenient time.

Board members should refrain from direct involvement in the day to day system or school operations and refer all public requests to the Superintendent or his or her designee.

Board Member Requests for Information

Requests by Board members for specific information, data, and/or reports from administrative staff – whether as a follow-up to an item discussed at a prior meeting or a separate matter of interest to an individual member – shall be made through the Superintendent, but not directly to administrative staff. By doing so, requests may be coordinated, duplication can be avoided, and the Superintendent can best determine the appropriate use of staff in responding timely to such requests. Within reason, and excluding individual student or personnel records, the Superintendent will be responsive to all reasonable requests. If a request is deemed overly time consuming or unreasonable, the matter will be brought to the attention of the Board Chairman for consideration by the Board. Materials and information requested by individual members will be distributed to all Board members.

Individual Board members shall not make requests for printing or media work of the communications office or the Superintendent which entail labor and materials, whether for use in their capacity or in the community, without bringing such request to the full Board for its approval.

Policy Development

The Board has a policy that provides a format for policy development. Discussion of a new or revised policy usually occurs over the course of six total meetings: review by the Board's Policy Committee of a draft policy prepared by the Superintendent's staff; review and discussion at the subsequent Board Work Session, the scheduling and first reading of a draft policy at a public Board meeting; a second discussion at a later Policy Committee and Board Work Session followed by adoption upon second reading of the policy at a public Board of Education meeting. Procedures to implement policy are within the domain of the Superintendent to adopt. All adopted policies and procedures will be posted on the Board's website.

The Board can suspend policy of a vote by of a majority of the members. However, if the Board suspends policy during a Board meeting, the suspended policy shall be referred to the next Policy Committee meeting for review.

In the case where an action must be taken on an issue within the Board's statutory responsibilities and the Board has not provided policy guidelines, the Superintendent has the power to act. The Superintendent must report the action to the Board at its next regular meeting, and the Board should determine if there is a need for development of a policy.

Budget Adoption

Fiscal Operating Budget and Capital Plans

- The Superintendent is charged with the preparation of the annual operating budget. Principals and the administrative team gather personnel and operation needs of the district for the ensuing fiscal period. The administrative team uses the Board's strategic plan to develop their budget requests. The operating budget includes expenditures for salaries and benefits of all employees and for all expenses incurred in the day to day operation of WCS. In addition, a separate capital budget which reflects yearly maintenance and technology requests of a capital nature (roof replacement, yearly computer replacement in bulk, etc.) will be presented that will be requested outside of the operating budget with funding to either come from the unappropriated fund balance or a request to the county for debt issuance.
- Budget documents are distributed to the Board during the latter part of the month of February.
- Policy requires review of the prepared budget by the Board at two meetings no less than two weeks apart unless after the first review, the Board holds a special called meeting to cancel the second meeting.
- The Board will adopt a budget prior to April 1 each year at either a regular or special called meeting held for that purpose.
- The budget is not adopted until action is taken by the county legislative body on the proposed operating and capital budgets at its July meeting. If the county legislative body changes the request of the Board at that meeting, the budget does not become final until the Board approves that action.

Five Year Capital Plan

The county passed a privilege tax that requires all entities that receive these funds to file a five year capital plan reflecting capital needs of the future.

1. The capital budget includes funding for the construction and planning for new facilities, modifications, renovations, and revitalizations; furniture and equipment associated with these projects; major roof replacements; and related expenditures and costs.
2. The capital improvement budget will be prepared and submitted to the Board at a meeting by November so that it can be included in the January session of the County Commission.
3. The Superintendent, upon approval of this plan, shall submit intents to fund to the county legislative body to request funding for projects if plans materialize as projected. This plan is updated yearly to ensure that expected projects are still needed.
4. Approval of this document by the county legislative body is not approval of funding for those projects. The approval by the county legislative body of subsequent intents to fund particular projects is the approval of funding for those projects.

Conclusion

The role of the Board, whether appointed or elected, is as important as ever. Its decisions impact everything within the school boundaries. As reflected in this handbook, the Board's authority encompasses a wide range of Executive, Legislative, and Quasi-Judicial responsibilities.

As individuals aspire to be elected and/or appointed to the Williamson County Board of Education and are fortunate to be chosen to serve, this handbook will assist in understanding the authority and responsibilities to display the foregoing qualities, skills, and experience.

Appendix

Norms and Mores

The members of the Board agree to abide by the following norms and mores, both as they govern the conduct of Board meetings and as they govern the actions of individual Board members. These norms will provide for an orderly conduct of public business, will promote an atmosphere of mutual respect, and will establish a level of expectation for those who aspire to become a School Board member in the future.

The Board has adopted principles of courtesy and respect to guide behavior of its members. These principles are to be considered and observed to the extent practicable by Board members in the conduct of Board business.

Board members should read all Board-related materials, and should attend work sessions. Board members should use the work session for in-depth discussion.

Board members should make a request to the Executive Committee to place an item on a work session agenda per Board Policy 1.403, Board Meeting Agendas, before bringing it to the floor of a Board meeting.

Board members should support having a policy reviewed at the next policy committee meeting if that policy was suspended for a Board vote.

Board members should be mindful that statutory authority for the administration and operation of the schools rests with the Superintendent.

Board members should refer complaints and concerns to the appropriate staff per Board Policy 5.501, Complaints and Grievances, and inform the Superintendent of all such referrals.

Board members should share with fellow Board members and the Superintendent, courtesy copies of newsletters or similar reports sent to members of the community.

Board members should show courtesy and respect in their use of electronic devices at all meetings.

Oath of Office

I, _____, do solemnly swear that I will perform with fidelity the duties of the office to which I have been elected and which I am about to assume. I do solemnly swear to support the constitutions of Tennessee and the United States and to faithfully perform the duties of the office member of the board of education representing the _____ education district of Williamson County, Tennessee.

Code of Ethics

Board members agree to abide by the following Board of Education Code of Ethics.

ARTICLE I. MY RELATIONS TO OUR STUDENTS

Section 1. I will at all times think in terms of "students first," always determining other important things according to how they affect the education and development of students.

Section 2. I will seek to provide equal opportunities for all students in academics, the arts, and athletics.

ARTICLE II. MY RELATIONS WITH OUR COMMUNITY

Section 1. I will fairly appraise and support both present and future educational needs.

Section 2. I will represent at all times the entire school community and refuse to represent special interests or partisan politics.

Section 3. I will maintain open lines of communication with the community.

ARTICLE III. MY RELATIONS TO OUR DISTRICT EMPLOYEES

Section 1. I will support the employment of those persons best qualified to serve in our district.

Section 2. I will strive to secure resources that allow our employees to perform with excellence.

Section 3. I will celebrate employee accomplishments and refrain from public critique.

ARTICLE IV. MY RELATIONS WITH OTHER BOARD MEMBERS

Section 1. I will recognize that authority rests only with the Board in official meetings and that the individual member has no legal status outside of such meetings.

Section 2. I will at all times comply with the Tennessee Open Meetings Act (the "Sunshine Law:").

Section 3. I will make final decisions only after full discussion of matters at a Board meeting.

Section 4. I will respect the opinion of other members and will accept the principle of "majority rule."

Section 5. I will attend all regularly scheduled Board meetings, insofar as possible, and become informed concerning the issues to be considered at those meetings.

Section 6. I will work with other Board members to establish effective Board policies and to delegate authority for the administration of the schools to the Superintendent.

ARTICLE V. MY RELATIONS WITH OUR SUPERINTENDENT

Section 1. I will support full administrative authority as well as responsibility for the Superintendent to properly discharge all professional duties.

Section 2. I will support Superintendent accountability for working and requiring staff to work within the framework of policies set by the Board.

Section 3. I will refer all complaints and concerns to the Superintendent.

ARTICLE VI. MY RELATIONS TO MYSELF

Section 1. I will inform myself about my duties and responsibilities and current educational issues by individual study and through participation in programs providing needed information.

Section 2. I will avoid being placed in a position of conflict of interest.

Section 3. I will refrain from using my position on the Board for personal or partisan gain.

Section 4. I will take no private action that will compromise the Board, the District or administration.

Section 5. I will respect the confidentiality of information that is privileged under applicable law.

Tenn. Code Ann. § 49-2-203

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*** Current through the 2013 Regular Session ***

Title 49 Education
Chapter 2 Local Administration
Part 2 Boards of Education

Tenn. Code Ann. § 49-2-203 (2013)

49-2-203. Duties and powers.

(a) It is the duty of the local Board of education to:

(1) Elect, upon the recommendation of the director of schools, teachers who have attained or are eligible for tenure and fix the salaries of and make written contracts with the teachers;

(A) No individual shall be elected to an interim contract unless the individual so elected is to fill a vacancy created by a leave of absence as set forth in § 49-5-702;

(B) All contracts with educational assistants will be for nonteaching positions;

(C) Educational assistants shall be subject to direct supervision of certificated teachers when directly involved in the instructional program;

(D) No member of any local Board of education shall be eligible for election as a teacher or any other position under the Board carrying with it any salary or compensation;

(2) Manage and control all public schools established or that may be established under its jurisdiction;

(3) Purchase all supplies, furniture, fixtures and material of every kind through the executive committee;

(A) All expenditures for such purposes may follow the prescribed procedures of the LEA's respective local governing body, so long as that body, through its charter, private act or ordinance has established a procurement procedure that provides for advertisement and competitive bidding, except that, if a newspaper advertisement is required, it may be waived in case of emergency. If the LEA chooses not to follow the local governing body's purchasing procedures, all expenditures for such purposes estimated to exceed ten thousand dollars (\$10,000) or more shall be made on competitive bids, which shall be solicited by advertisement in a newspaper of general circulation in the county, except that the newspaper advertisement may be waived in the event of emergency. School districts that have a purchasing division may use a comprehensive vendor list for the purpose of soliciting competitive bids; provided, that the vendors on the list are given notice to bid; and provided, further, that the purchasing division shall periodically advertise in a newspaper of general circulation in the county for vendors and shall update the list of vendors following the advertisement;

(B) If the LEA chooses not to follow the local governing body's purchasing procedures, all

purchases of less than ten thousand dollars (\$10,000) may be made in the open market without newspaper notice, but shall, whenever possible, be based upon at least three (3) competitive bids;

(C) (i) For construction of school buildings or additions to existing buildings, the LEA may follow prescribed procedures of its respective local governing body, so long as that body, through its charter, private act or ordinance has established a procurement procedure that provides for advertisement and competitive bidding. If the LEA chooses not to follow the local governing body's procedure, the Board shall contract, following open bids, for the construction of school buildings or additions to existing buildings, the expenditure for which is in excess of ten thousand dollars (\$10,000). Public notice shall be given at least ten (10) days in advance of accepting bids for the construction, and the Board shall award the contract to the lowest and best bidder. Whether following local governing body procedures or those set forth in this subdivision (a)(3)(C)(i), in the event no bid is within the budgetary limits set by the Board for the construction, the Board may negotiate with the lowest and best bidder to bring the cost of the construction within the funds available, with the approval of the commissioner of education;

(ii) Construction management services that are provided for a fee and that involve preconstruction and construction administration and management services are deemed to be professional services and may be performed by a qualified person licensed under title 62, chapter 6. Construction management services are to be procured for each project through a written request for proposals process through advertisement made pursuant to subdivision (a)(3)(A). A Board may include, in a single written request for proposal process, new school construction or renovation projects at up to three (3) sites, if construction at all sites will occur at substantially the same time. The written request for proposals process will invite prospective proposers to participate and will indicate the service requirements and the factors used for evaluating the proposals. The factors shall include the construction manager's qualifications and experience on similar projects, qualifications of personnel to be assigned to the project, fees and costs or any additional factors deemed relevant by the procuring entity for procurement of the service. Cost is not to be the sole criterion for evaluation. The contract for such services shall be awarded to the best qualified and responsive proposer. A construction manager is prohibited from undertaking actual construction work on a project over which the construction manager coordinates or oversees the planning, bid or construction phases of the project, except in instances where bids have been solicited twice and no bids have been submitted. If the construction manager can document that a good faith effort was made in each bid solicitation to obtain bids and no bids were received, then the construction manager may perform the construction work at a price agreed upon by the construction manager, the architect and the owner of the project. A school system, at its own discretion, may perform work on the project with its own employees, and may include the coordination and oversight of this work as part of the services of the construction manager. Sealed bids for actual construction work shall be opened at the bid opening and the names of the contractors and their bid amounts shall be announced;

(iii) Construction management agent or advisor services for the construction of school buildings or additions to existing buildings in accordance with subdivision (a)(3)(C)(ii) may be performed by:

(a) A general contractor licensed in Tennessee pursuant to title 62, chapter 6; provided, that none of such services performed by a general contractor involve any of the services exempt from the requirements of title 62, chapter 6 as "normal architectural and engineering services" under § 62-6-102(4)(B) or (C), unless, with regard to the performance of any services defined as normal architectural and engineering services, the general contractor is

also licensed as an architect or engineer under title 62, chapter 2; or

(b) An architect or an engineer licensed pursuant to title 62, chapter 2; provided, that none of such services performed by an architect or engineer involve any of the services required to be performed by a contractor within the definition of "contractor" under § 62-6-102, unless with regard to the performance of any services included within the definition of contractor, the architect or engineer is also licensed as a contractor under title 62, chapter 6.

(iv) Construction work that is under the coordination and oversight of a construction manager shall be procured through competitive bids as provided in this subsection (a);

(D) No Board of education shall be precluded from purchasing materials and employing labor for the construction of school buildings or additions to school buildings;

(E) Subdivisions (a)(3)(A), (B) and (D) apply to local Boards of education of all counties, municipalities and special school districts; provided, however, that subdivisions (a)(3)(A) and (B) shall not apply to purchases by or for a county's or metropolitan government's Board of education in counties with a population of not less than two hundred thousand (200,000), according to any federal census, so long as the county, through county or metropolitan government charter, private act, or ordinance, establishes a procedure regarding purchasing that provides for advertisement and competitive bidding and sets a dollar amount for each purchase requiring advertisement and competitive bidding; and provided, further, that purchases of less than the dollar amount requiring advertisement and competitive bidding shall, wherever possible, be based upon at least three (3) competitive bids. Subdivision (a)(3)(C) applies to county and municipal Boards of education;

(F) (i) Notwithstanding any law to the contrary, contracts for energy-related services that include both engineering services and equipment, and have as their purpose the reduction of energy costs in public schools or school facilities shall be awarded on the basis of recognized competence and integrity and shall not be competitively bid;

(ii) In the procurement of engineering services under this subdivision (a)(3)(F), the local Board may seek qualifications and experience data from any firm or firms licensed in Tennessee and interview such firm or firms. The local Board shall evaluate statements of qualifications and experience data regarding the procurement of engineering services, and shall conduct discussions with such firm or firms regarding the furnishing of required services and equipment and then shall select the firm deemed to be qualified to provide the services and equipment required;

(iii) The local Board shall negotiate a contract with the qualified firm for engineering services and equipment at compensation which the local Board determines to be fair and reasonable to the LEA. In making such determination, the local Board shall take into account the estimated value of the services to be rendered, the scope of work, complexity and professional nature thereof and the value of the equipment;

(iv) Should the local Board be unable to negotiate a satisfactory contract with the firm considered to be qualified, at a price determined to be fair and reasonable, negotiations shall continue with other qualified firms until an agreement is reached;

(v) A local Board having a satisfactory existing working relationship for engineering services and equipment under this subdivision (a)(3)(F) may expand the scope of the services; provided, that they are within the technical competency of the existing firm, without exercising this subdivision (a)(3)(F); and

(vi) This subdivision (a)(3)(F) shall not prohibit or prevent the energy efficient schools council from establishing required design criteria in accordance with industry standards;

(4) Order warrants drawn on the county trustee on account of the elementary and the high school funds, respectively;

(5) Visit the schools whenever, in the judgment of the Board, such visits are necessary;

(6) Except as otherwise provided in this title, dismiss teachers, principals, supervisors and other employees upon sufficient proof of improper conduct, inefficient service or neglect of duty; provided, that no one shall be dismissed without first having been given in writing due notice of the charge or charges and an opportunity for defense;

(7) Suspend, dismiss or alternatively place pupils, when the progress, safety or efficiency of the school makes it necessary or when disruptive, threatening or violent students endanger the safety of other students or school system employees;

(8) Have enumerated the scholastic population of the local school district in May of every odd-numbered year;

(9) Provide proper record books for the director of schools, and should the appropriate local legislative body fail or refuse to provide a suitable office and sufficient equipment for the director of schools, the local Board of education may provide the office and equipment out of the elementary and the high school funds in proportion to their gross annual amounts;

(10) (A) (i) Require the director of schools and chair of the local Board to prepare a budget on forms furnished by the commissioner, and when the budget has been approved by the local Board, to submit it to the appropriate local legislative body;

(ii) No LEA shall submit a budget to the local legislative body that directly or indirectly supplants or proposes to use state funds to supplant any local current operation funds, excluding capital outlay and debt service;

(B) (i) Notwithstanding any other law to the contrary, for any fiscal year, if state funding to the county for education is less than state funding to the county for education during the fiscal year 1990-1991 or less than the previous fiscal year's state funding to the county for education, except that a reduction in funding based on fewer students in the county rather than actual funding cuts shall not be considered a reduction in funding for purposes of this subdivision (a)(10)(B)(i), local funds that were appropriated and allocated to offset state funding reductions during any previous fiscal year are excluded from this maintenance of local funding effort requirement;

(ii) It is the intent of subdivision (a)(10)(B)(i) to allow local governments the option to appropriate and allocate funds to make up for state cuts without being subject to a continuation of funding effort requirement as to those funds for any year during which the state reinstates the funding or restores the previous cuts, and during any subsequent year should the state fail to restore the funding cuts;

(C) Subdivision (a)(10)(A)(ii) shall not apply to a newly created LEA in any county where the county and city schools are being combined for a period of three (3) years after the creation of the LEA. The county Board of education shall submit its budget to the county legislative body no later than forty-five (45) days prior to the July term or forty-five (45) days prior to

the actual date the budget is to be adopted by the county legislative body if the adoption is scheduled prior to July 1;

(11) Prepare, or have prepared, a copy of the minutes of each meeting of the Board of education, and mail a copy of the minutes no more than thirty (30) days after the Board meeting or at the time they are mailed to or otherwise provided to members of the Board, if such is earlier, to the president of each local education association. Any subsequent corrections, modifications or changes shall be distributed in the same manner;

(12) Adopt and enforce, in accordance with guidelines prescribed by the state Board of education pursuant to § 49-6-3002, minimum standards and policies governing student attendance, subject to availability of funds;

(13) Develop and implement an evaluation plan for all certificated employees in accordance with the guidelines and criteria of the state Board of education, and submit the plan to the commissioner for approval;

(14) (A) Notwithstanding any other public or private act to the contrary, employ a director of schools under a written contract of up to four (4) years' duration, which may be renewed. No school Board, however, may either terminate, without cause, or enter into a contract with any director of schools during a period extending from forty-five (45) days prior to the general school Board election until thirty (30) days following the election. Any vacancy in the office of the director that occurs within this period shall be filled on a temporary basis, not extending beyond sixty (60) days following the general school Board election. An option to renew a contract that exists on May 22, 2001, may be exercised within the time period set out in this subdivision (a)(14)(A). Any such person transferred during the term of the person's contract shall not have the person's salary diminished for the remainder of the contract period. The Board may dismiss the director for cause as specified in this section or in chapter 5, part 5 of this title, as appropriate. The director of schools may be referred to as the superintendent and references to or duties of the former county superintendents shall be deemed references to or duties of the director of schools employed under this section. The school Board is the sole authority in appointing a director of schools;

(B) Each school Board shall adopt a written policy regarding the method of accepting and reviewing applications and interviewing candidates for the position of director of schools;

(C) No school Board shall extend the contract of a director of schools without giving notice of the intent to do so at least fifteen (15) calendar days prior to the scheduled meeting at which action shall be taken. Further, except in cases concerning allegations of criminal or professional misconduct, no school Board shall terminate the contract or remove a director of schools from office without giving notice at least fifteen (15) calendar days prior to the scheduled meeting at which action shall be taken. Notice of extension or termination of a contract of a director of schools shall include the date, time and place of the meeting, and shall comport with all other requirements of §§ 8-44-103 and 49-2-202(c)(1). The proposed action shall be published as a specific, clearly stated item on the agenda for the meeting. Such item, for the convenience of the public attending the meeting, shall be the first item on the agenda;

(15) Adopt policies on the employment of substitute teachers. The policies shall, at a minimum, address qualifications and training and shall ensure substitute teachers are subject to investigation pursuant to § 49-5-413. The policies shall also prohibit hiring any substitute teacher whose records with the state department of education indicate a license or certificate currently in revoked status; and

(16) Develop and implement an evaluation plan to be used annually for the director of schools. The plan shall include, but shall not be limited to, sections regarding job performance, student achievement, relationships with staff and personnel, relationships with Board members, and relationships with the community.

(b) The local Board of education has the power to:

(1) Consolidate two (2) or more schools whenever in its judgment the efficiency of the schools would be improved by the consolidation;

(2) Require school children and any employees of the Board to submit to a physical examination by a competent physician whenever there is reason to believe that the children or employees have tuberculosis or any other communicable disease, and upon certification from the examining physician that the children or employees have any communicable disease, to exclude them from school or service until the child or children, employer or employers, employee or employees furnish proper certificate or certificates from the examining physician or physicians showing the communicable disease to have been cured;

(3) Establish night schools and part-time schools whenever in the judgment of the Board they may be necessary;

(4) Permit school buildings and school property to be used for public, community or recreational purposes under rules, regulations and conditions as prescribed from time to time by the Board of education;

(A) No member of the Board or other school official shall be held liable in damages for any injury to person or property resulting from the use of school buildings or property;

(B) The local Board of education may lease buildings and property or the portions of buildings and property it determines are not being used or are not needed at present by the public school system to the owners or operators of private child care centers and kindergartens for the purpose of providing educational and child care services to the community. The leases may not be entered for a term exceeding five (5) years and must be on reasonable terms that are worked out between the school Board and the owner or operator. The leasing arrangement entered into in accordance with this subdivision (b)(4)(B) shall not be intended or used to avoid any school integration requirement pursuant to the fourteenth amendment to the Constitution of the United States. The local Board of education shall not execute any lease pursuant to this subdivision (b)(4) that would replace or supplant existing kindergarten programs or kindergarten programs maintained pursuant to the Minimum Kindergarten Program Law, codified in § 49-6-201. This subdivision (b)(4) shall also apply to municipal Boards of education;

(5) Employ legal counsel to advise or represent the Board;

(6) Make rules providing for the organization of school safety patrols in the public schools under its jurisdiction and for the appointment, with the permission of the parents, of pupils as members of the safety patrols;

(7) Establish minimum attendance requirements or standards as a condition for passing a course or grade; provided, that the requirements or standards are established prior to any school year in which they are to be applicable, are recorded in Board minutes and publicized through a newspaper of general circulation prior to implementation and are printed and

distributed to students prior to implementation; and provided, further, that the requirements or standards shall not violate § 49-6-3002(b);

(8) Provide written notice to probationary teachers of specific reasons for failure of reelection pursuant to this title; provided, that any teacher so notified shall be given, upon request, a hearing to determine the validity of the reasons given for failure of reelection; provided, that:

(A) The hearings shall occur no later than thirty (30) days after the teacher's request;

(B) The teacher shall be allowed to appear, call witnesses and plead the teacher's cause in person or by counsel;

(C) The Board of education shall issue a written decision regarding continued employment of the teacher; and

(D) Nothing contained in this subdivision (b)(8) shall be construed to grant tenure or the expectation of continued employment to any person;

(9) Offer and pay a bonus or other monetary incentive to encourage the retirement of any teacher or other employee who is eligible to retire. For purposes of this subdivision (b)(9), "local Board of education" means the Board of education of any county, municipal or special school system;

(10) Lease or sell buildings and property or the portions of buildings or property it determines are not being used or are not needed at present by the public school system in the manner deemed by the Board to be in the best interest of the school system and the community that the system serves. In determining the best interest of the community, the Board may seek and consider recommendations from the planning commission serving the community. No member of the local or county Board or other school official shall be held liable in damages for any injury to person or property resulting from the use of the school buildings or property. No lease or sale shall be used to avoid any school integration requirement. A local Board of education may also dispose of surplus property as provided in §§ 49-6-2006 and 49-6-2007, it being the legislative intent that a local Board at its discretion may dispose of surplus property to private owners as well as civic or community groups as provided by this subdivision (b)(10);

(11) Establish and operate before and after school care programs in connection with any schools, before and after the regular school day and while school is not in session. No Tennessee foundation program school funds or any required local matching funds shall be used in connection with the operation of these programs, but the Board may charge a fee of any child attending a before and after school care program. In these programs, the Board may use teachers on such extended program assignments as may be authorized by § 49-5-5209 [repealed] and policies established pursuant to § 49-5-5209 [repealed];

(12) Contract for the management and operation of the alternative schools provided for in § 49-6-3402 with any other agency of local government;

(13) Include in student handbooks, or other information disseminated to parents and guardians, information on contacting child advocacy groups and information on how to contact the state department of education for information on student rights and services;

(14) Cooperate with community organizations in offering extended learning opportunities; and

(15) Apply for and receive federal or private grants for educational purposes. Notwithstanding title 5, chapter 9, part 4, except for grants requiring matching funds, in-kind contributions of real property or expenditures beyond the life of the grant, appropriations of federal or private grant funds shall be made upon resolution passed by the local Board of education and shall comply with the requirements established by the granting entity. A county Board of education or city Board of education shall provide a copy of such resolution to the local legislative body as notice of the Board's actions within seven (7) days of the resolution's passage.

(c) (1) (A) Notwithstanding title 8, chapter 44, part 1, a local Board of education may conduct a scheduled Board meeting by electronic means as long as the member can be visually identified by the chair, including, but not limited to, telephone, videoconferencing or other web-based media, if a member is absent because the member is required to be out of the county in which the LEA is located for the member's work, the member is dealing with a family emergency as determined by the LEA, or because of the member's military service. Only members who are out of the county for work, family emergency or military service may attend and participate in the meeting electronically.

(B) No Board meeting shall be conducted with electronic participation unless a quorum of members is physically present at the location of the meeting.

(C) A Board member wishing to participate in a scheduled Board meeting electronically who is or will be out of the county because of work shall give at least five (5) days notice prior to the scheduled Board meeting of the member's intention to participate electronically.

(D) No Board member shall participate electronically in Board meetings more than two (2) times per year; except, that this limitation shall not apply to a Board member who is out of the county due to military service.

(E) The local Board of education shall develop a policy for conducting such meetings.

(2) Subdivision (c)(1) shall not apply in any county having a metropolitan form of government and a population in excess of five hundred thousand (500,000), according to the 2010 federal census or any subsequent federal census.

ANNUAL AGENDA

WILLIAMSON COUNTY BOARD OF EDUCATION

2013-2014

AUGUST

- Approval of Annual Agenda (Board Policy 1.4031)
- Approval of School Board Meeting Dates
- Board Approval of Sick Leave Bank Trustees
- Approval of Outstanding Purchase Orders for School Activity Funds
- Adoption and Approval of Board Goals

SEPTEMBER

- Elect School Board Chairman & Vice Chairman (Board Policy 1.200)
- Approval of Collaborative Conferencing Team
- Approval of Extended Contract Proposal
- Public Hearing on Family Life Program Every Three Years (2013, 2016, 2019...)
- Approval of State Compliance Report
- Approval of Calendar Committee Membership for Board
- Capital Improvement Plan Development

OCTOBER

- Director of Schools and Chairman to Develop a Budget Preparation Calendar by November 1 of Each School Year (Board Policy 2.200)
- Tenure Recommendations of Superintendent to Board
- Adopt a Code of Ethics
- Strategic Plan Report for Technology, Planning & Zoning, and Finance

NOVEMBER

- Board Approval of Textbook Adoption Committee(s)
- Strategic Plan Report for Student Programming and Teacher Quality

DECEMBER

JANUARY

- Board approval of Proposed School Year Calendar (Board Policy 1.800)
- Policy Committee Report on Annual Review of Board Policies
- Board Evaluation of Director of Schools and Contract Review
- Adoption and Approval of System Goals

FEBRUARY

- Approval of Family Tuition Rate

MARCH

- Board Approval of Next Year's Operational Budgets and Capital Requests
- Board Approval of Open and/or Closed Zones

APRIL

- Board Approval of Textbooks Adoption Committee Recommendation
- Board Approval of Facilities Use Fee Schedule (Board Policy 3.206)
- Board Approval of Outside Contractor Child Care Contract

MAY

- Board Approval of School Fees
- Board Approval for High School Courses and Special Course Applications
- Board Annual Approval of Acceptable Use Guidelines – (Board Policy 5.404p)
- Board Approval of ESEA Grants

JUNE

- Board Approval of SRO Memorandum of Understanding
- Ninth Grade Pass/Fail Annual Report
- Evaluation of Board Goals

JULY

PROPOSED School Calendar 2014 - 2015
Williamson County Board of Education

1st Semester = 87 Instructional Days
2nd Semester = 90 Instructional Days

Day	Date	Definition
Wednesday - Thursday	July 30 -31	New Teacher Induction
Friday (No Students)	August 1	Administrative Day (All teachers report)
Monday (No Students)	August 4	District- Wide Professional Development Day
Tuesday (No Students)	August 5	Site-Based Professional Development Day
Wednesday (No Students)	August 6	Site-Based Professional Development Day
Thursday (No Students)	August 7	Administrative Day (All Teachers work in classrooms)
Friday (Student ½ day)	August 8	First ½ day for students
Monday (First Full Student Day)	August 11	First Full Day for Students (1st-12th)
Monday (First Full Day Kindergarten)	August 18	First Full Day for Kindergarten Students
Monday (No School)	September 1	Labor Day (System Closed)
Wednesday	September 17	Constitution Day (Students in School)
Thursday	October 9	End of First Quarter Grading Period (44 instruc.days)
Friday & Monday (No School)	October 10 & 13	Fall Break (System Closed Monday Oct.13)
Wednesday	October 15	PSAT (Students in School)
Tuesday (No Students)	November 4	District-Wide Professional Development Day
Tuesday	November 11	Veterans Day (Students in School)
Monday – Friday (No School)	November 24-28	Thanksgiving Holiday (System Closed Nov. 27-28)
Friday (Students ½ Day)	December 19	End of First Semester (87 instructional days)
Monday – Friday (No School)	December 22- January 2	Winter Holiday—(System Closed Dec. 24-26 & Dec 31–Jan 2) dates
Monday (No Students)	January 5	Administrative Day (All teachers report)
Tuesday	January 6	First Student Day Second Semester
Monday (No School)	January 19	Martin Luther King, Jr. Day (System Closed)
Monday (No Students)	February 16	Site-Based Professional Development Day
Tuesday	March 3	ACT Exam - 11 th Grade (Students in School)
Wednesday	March 11	End of Third Quarter Grading Period (45 instruc. days)
Monday – Friday (No School)	March 16 -20	Spring Break (System Closed March 20)
Friday (No School)	April 3	Spring Holiday (System Closed)
Thursday (Students ½ Day)	May 21	Last Day for Students – End of Second Sem. (90 instructional days = Total 177 instructional days)
Friday	May 22	Administrative Day for Teachers
Thursday - Sunday	May 21 - 24	Graduation Window

Click link for State and WCS testing dates/windows: [2014-2015 Assessment Calendar](#)

Professional Development Days

Five (5) days as listed below are in this calendar for professional development. Three (3) days must be scheduled by each teacher outside the scheduled school calendar.

August 4 – District-Wide

August 5 – Site-Based

August 6 – Site Based

November 4 – District-Wide

February 16 – Site-Based

Parent Teacher Conferences

Parent Teacher Conferences will be systematically scheduled during fall and/or spring semesters for a total of 6 hours before/after school hours documented and approved by the Superintendent.

Snow Days

Up to ten (10) snow days are accumulated in the school calendar through extended work (stockpile) days and will not be made up. If more than ten (10) days are missed due to weather related conditions, each individual day will be made up as listed below:

- First, change the 1/5/15 admin day to instruction.
- Next, change the 5/22/15 admin day to instruction.
- Next, take the first three days of Spring Break (Monday, Tuesday, then Wednesday).



TO: Williamson County Board of Education
FROM: Jason Golden, Deputy Superintendent & Gen. Counsel
DATE: November 15, 2013
RE: Final Recommendation for Rezoning Schools for 2014-2015
CC: Mike Looney, Ed.D., Superintendent

This recommendation memo reflects the discussion at the Board's November 15 Work Session. After substantial study, public meetings and Board discussion at two work sessions, for the 2014-2015 school year, we are recommending the following rezonings:

1. Reduce the geographic area of Spring Station's zone from its existing northwest boundaries to west of I-65 and north of Buckner Road, rezoning that area from Spring Station Middle School to Heritage Middle School and from Summit High School to Independence High School. Students in this area would continue to be zoned for Bethesda Elementary School.

Although not included in this rezoning request, Dr. Looney intends to recommend at the appropriate time next semester that students in this area be given the option to attend Summit High School out of zone for the 2014-2015 school year.

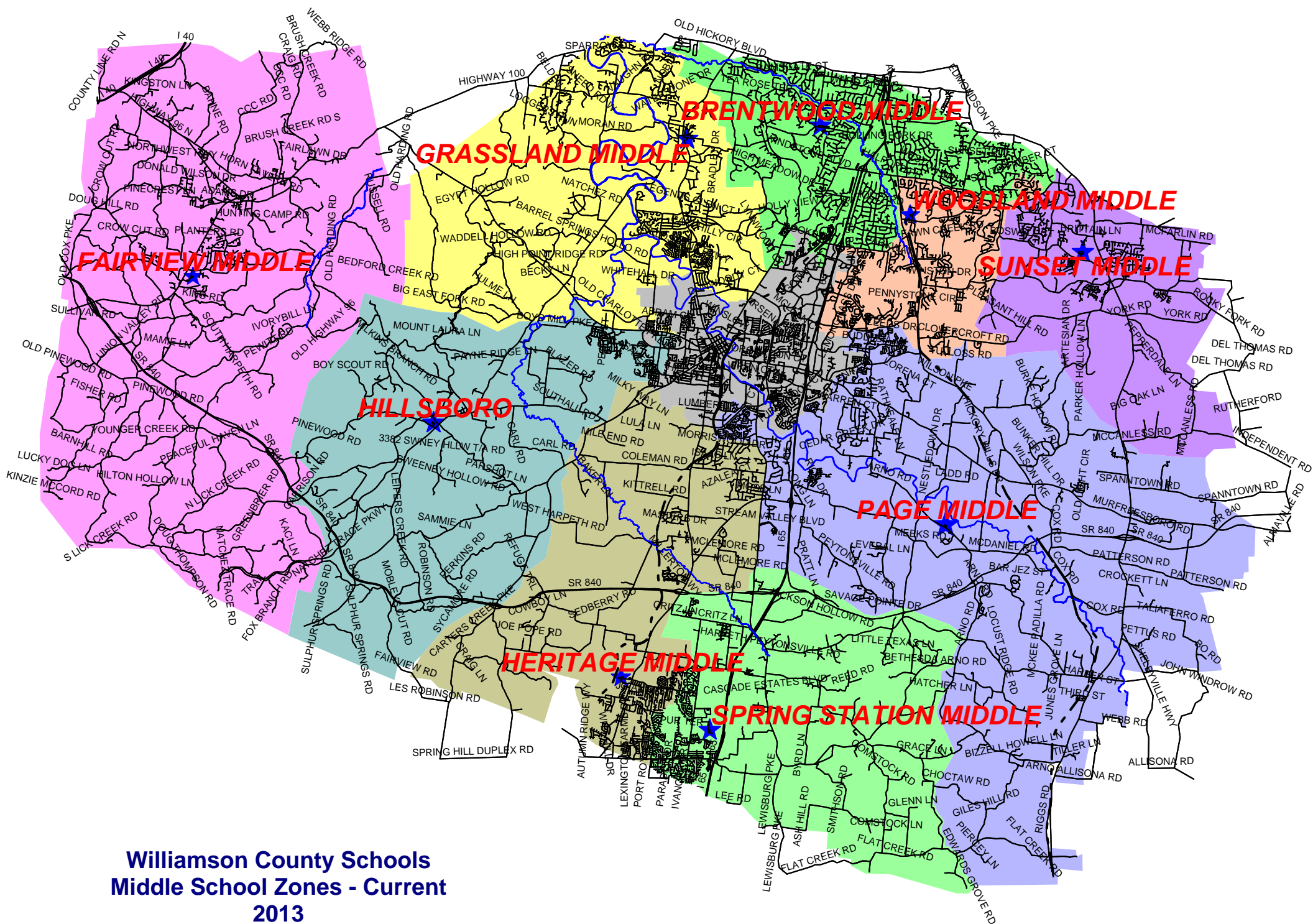
2. Reduce the geographic area of Lipscomb Elementary's zone from its existing southwest boundaries to north of Moores Lane and Lynnwood Way, rezoning that area from Lipscomb Elementary School to Walnut Grove Elementary School. Students in that area would continue to be zoned for Brentwood Middle and Brentwood High Schools until 2016, when the Northeast Area High School is projected to open. We recommend at this time the Board rezone this area to Grassland Middle School and Franklin High School, effective Fall 2016.

Although not included in this rezoning request, Dr. Looney intends to recommend at the appropriate time next semester that students in this area be given the option to attend Grassland Middle School out of zone for the 2014-2015 school year.

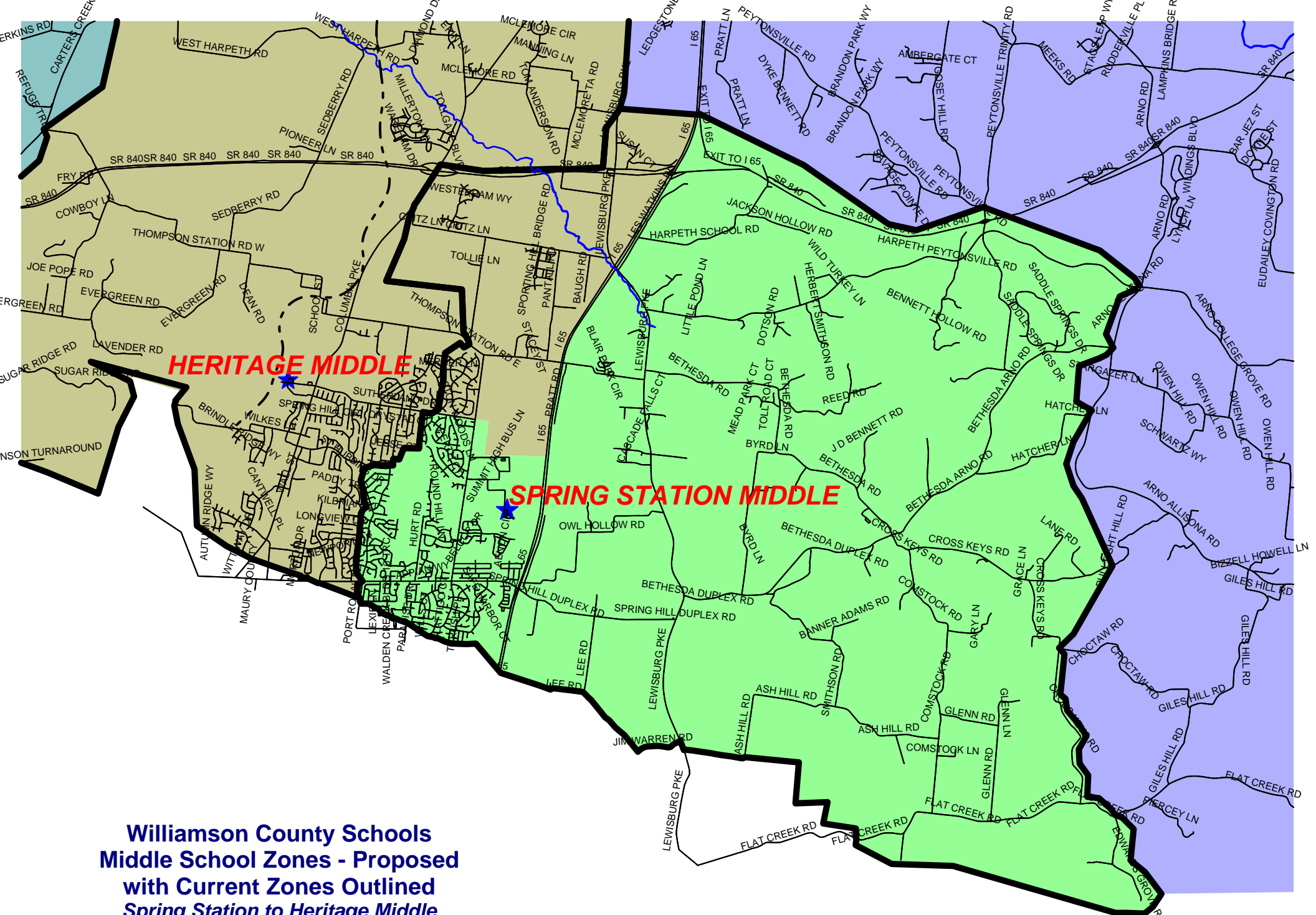
Board policy will apply, requiring parents to provide transportation for students attending schools out of zone.

Maps of each proposed rezoning and student population projections are attached to this memo. The projections are approximations, as they do not include grandfathering. We anticipate fewer immediate transfers than these projections show, depending on the number of families who choose to grandfather per Board Policy.

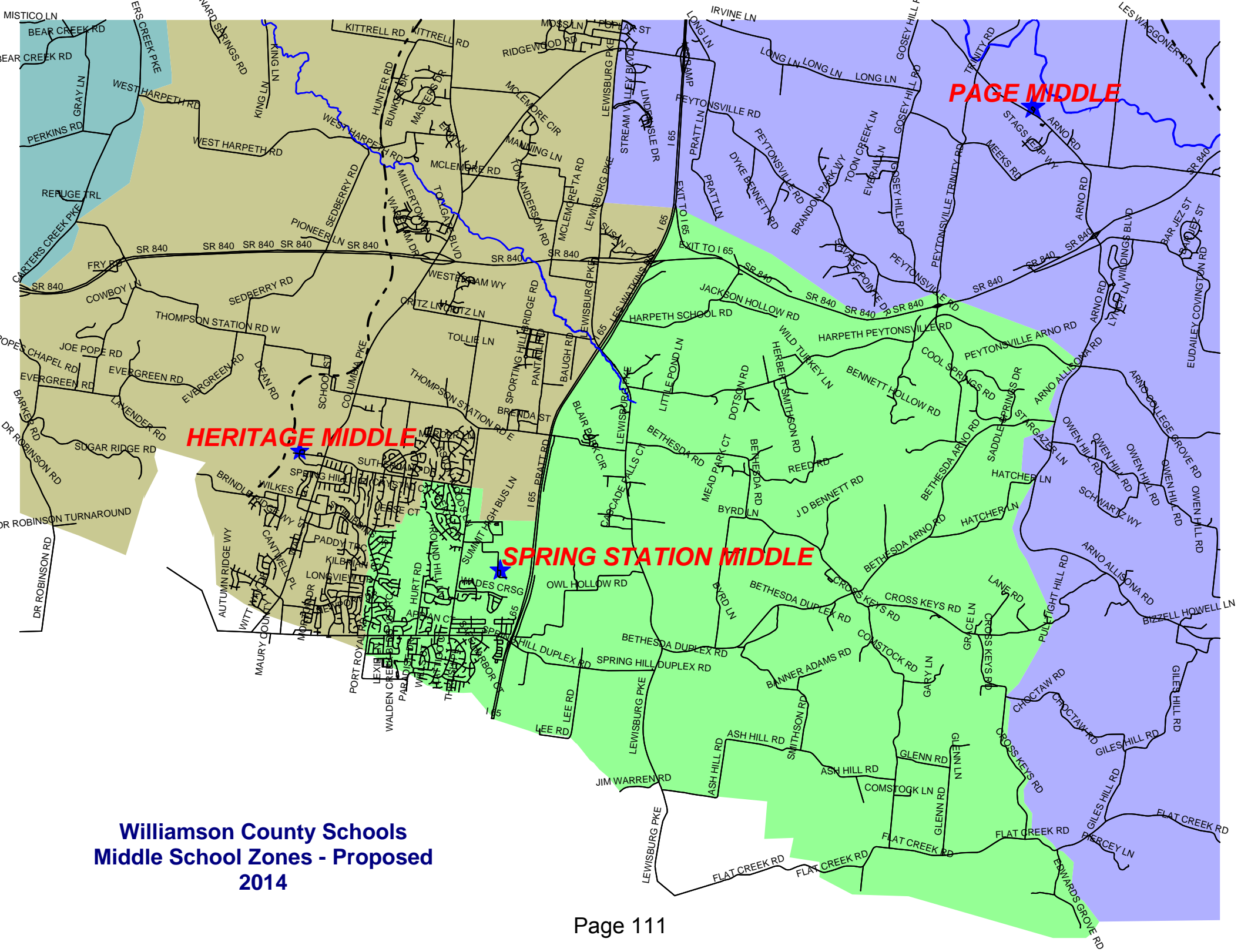
Staff recommends approval of these rezoning recommendations.



**Williamson County Schools
Middle School Zones - Current
2013**



**Williamson County Schools
 Middle School Zones - Proposed
 with Current Zones Outlined
 Spring Station to Heritage Middle
 2014**



**Williamson County Schools
Middle School Zones - Proposed
2014**

OPTION for Rezoning - Spring Station MS to Heritage MS

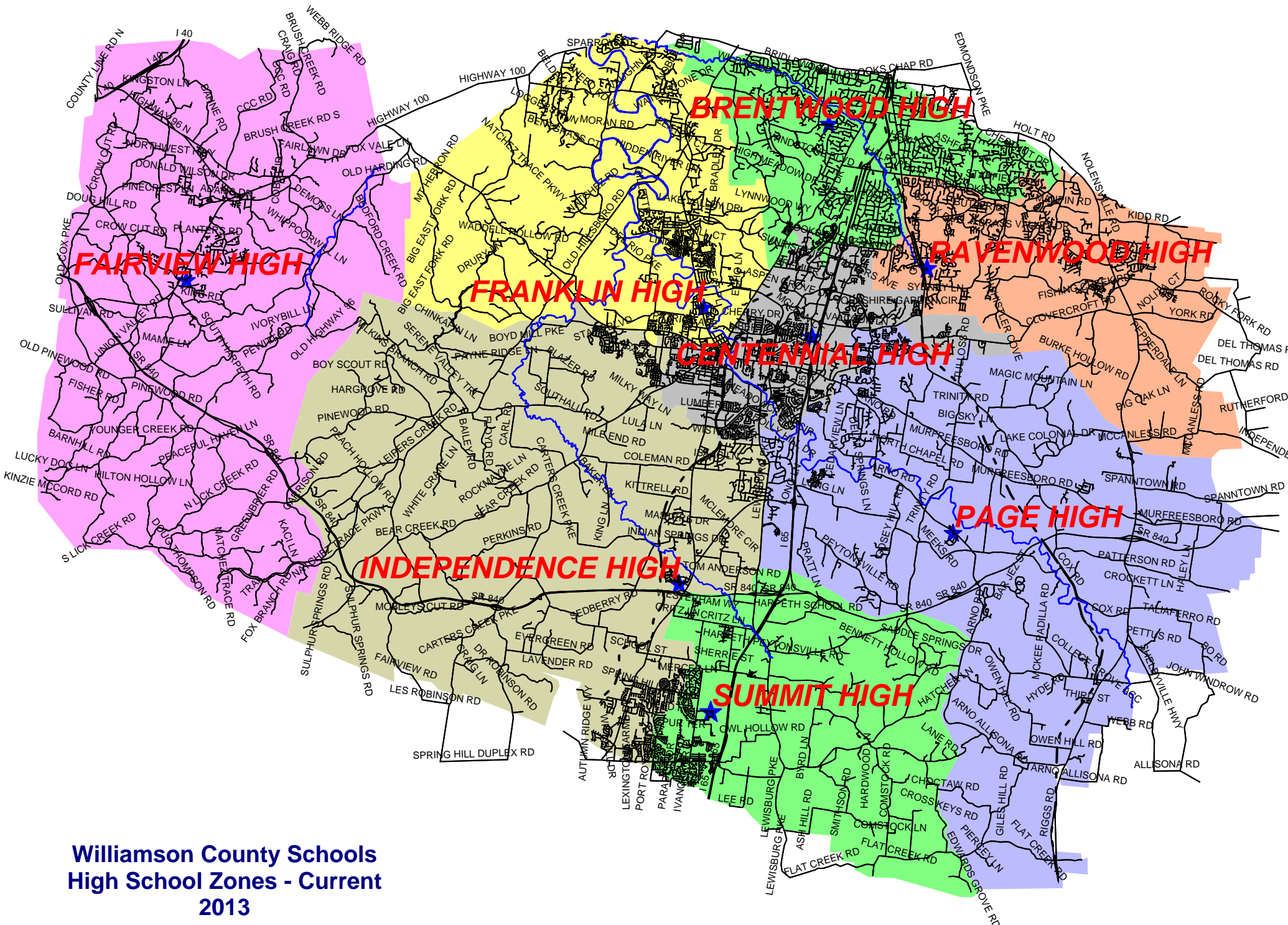
School Year	SSTMS	HMS
2013-14 (Current)	1070	866
2013-14 (Rezoned)	933	1003
2014-15	993	1061
2015-16	1012	1096
2016-17	1029	1121
2017-18	1046	1154
2018-19	1065	1184

SSTMS subdivisions include: Anderson Acres, Arbor Lakes, Aston Woods, Augusta Place, Baker Springs, Benevento, Bethesda Woods, Blackberry Estates, Brienz Valley, Broken Ridge Hollow, Buckner Crossing, Burtonwood, Candlewood, Chapmans Crossing, Chapmans Retreat, Cherry Grove and Addition, Cochran Trace, Crowne Pointe, Dakota Poine, Glennmont, Haynes Crossing, Harpeth Woods, Hardwood Estates, Pipkin Hills, Saddle Springs, Savannah Springs, Spring Hill Place, Spring Meadow, Twin Lakes, Wade's Grove, Walden Creek Apts., and Wyngate Estates.

HMS subdivisions include: Ashwicke Park, Autumn Ridge, Arbors at Autumn Ridge, Belle Vista, Belshire, **Bridgemore Village**, Brixworth, Buckner Place, **Callie Estates**, **Cameron Farms**, Cayce Springs Estates, Cherry Glen, Churchhill Farms, Country Haven, Crowne Pointe, Douglass Glen, Durham Manor, **Fields of Canterbury**, Green Valley, Heritage Pointe, Indian Meadows, Keystone, Kinnard Springs, Laurel Hill, Lexington Farms, Loopers Landing, Maplelawn Estates, Mayberry Crossing, Mayberry Station, McLemore Farms, Newport Cossing, Newport Valley, Oakleaf, Oakwood Estates, **Pecan Hills**, Picketts Ridge, **The Pines**, Ridgeport, Sedberry Glen, Shannon Glen, Southpoint, Spring Hill Estates/Roseberry, Station South, Summer Hill, Sutherland Tanyard Springs, Tollgate Village, Village at Thompson's Station, Wakefield, Walnut Winds, Willowvale, Witt Hill, and Woodside.

School Capacities are: SSTMS 971 and HMS 1185

**Rezoned subdivisions are noted in red*

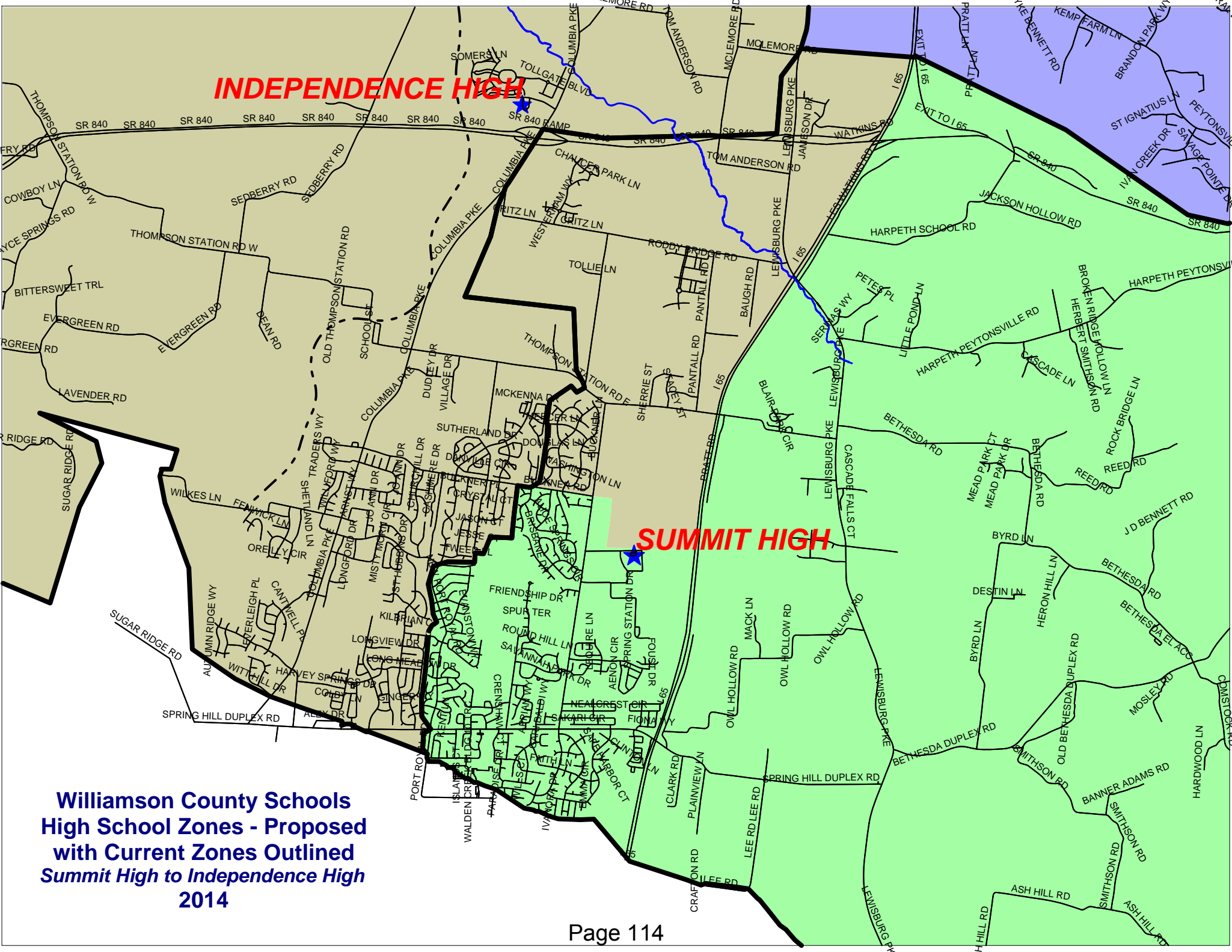


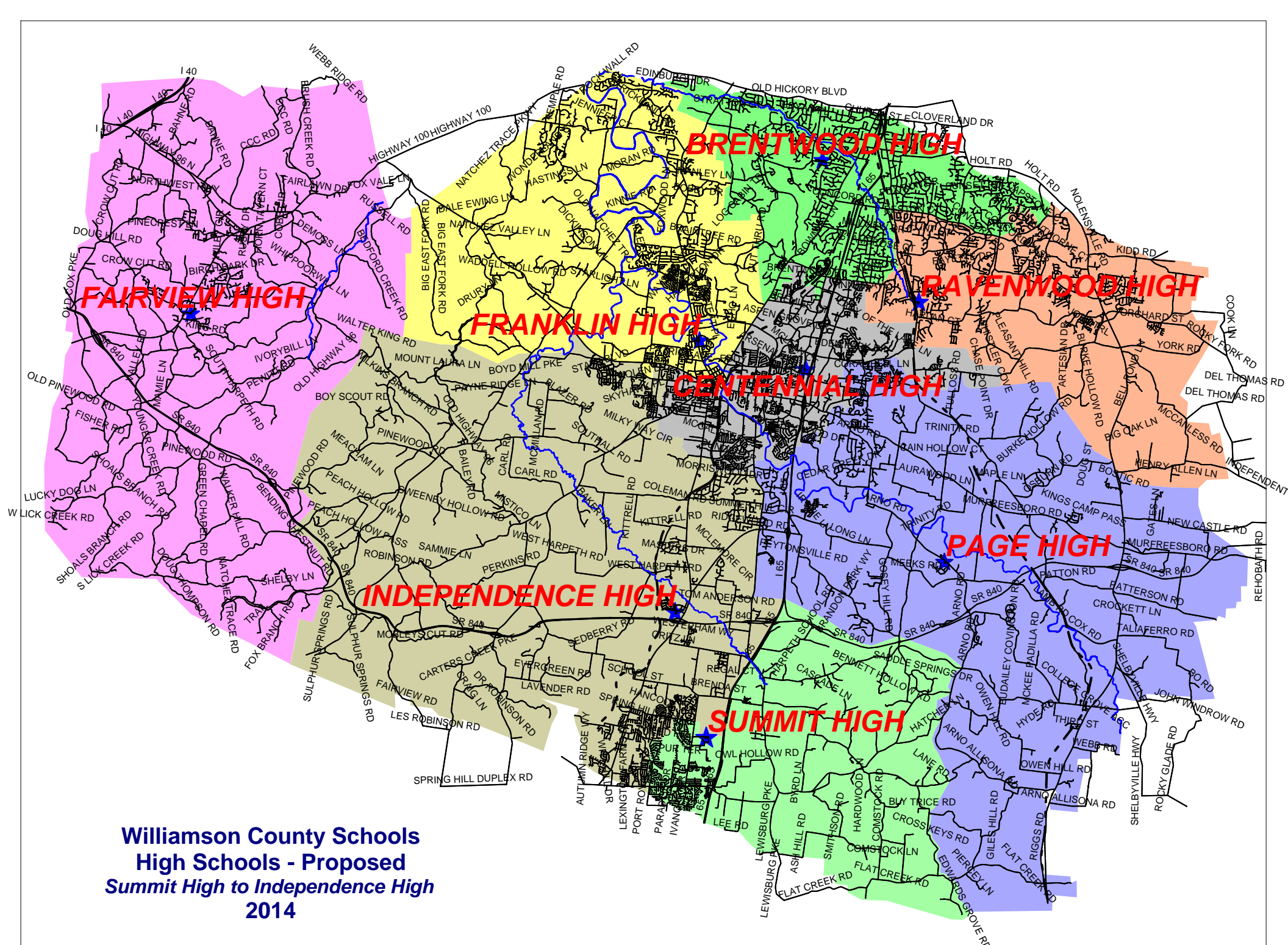
**Williamson County Schools
High School Zones - Current
2013**

INDEPENDENCE HIGH

SUMMIT HIGH

**Williamson County Schools
High School Zones - Proposed
with Current Zones Outlined
Summit High to Independence High
2014**





FAIRVIEW HIGH

BRENTWOOD HIGH

FRANKLIN HIGH

RAVENWOOD HIGH

CENTENNIAL HIGH

PAGE HIGH

INDEPENDENCE HIGH

SUMMIT HIGH

**Williamson County Schools
High Schools - Proposed
Summit High to Independence High
2014**

OPTION for Rezoning - Summit HS to Independence HS

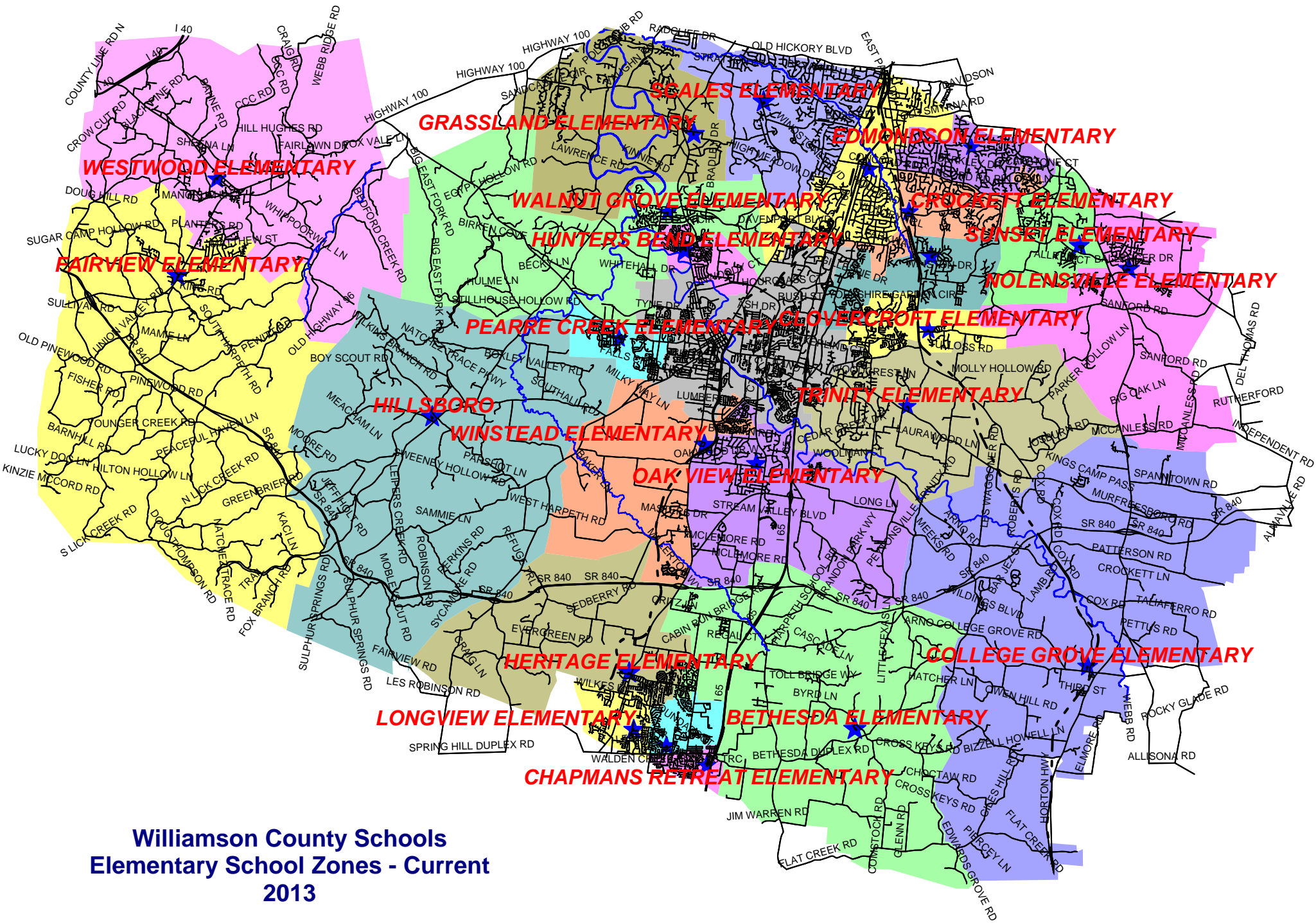
School Year	SHS	IHS
2013-14 (Current)	1203	1327
2013-14 (Rezoned)	1078	1452
2014-15	1198	1506
2015-16	1234	1535
2016-17	1265	1560
2017-18	1291	1585
2018-19	1312	1617

SHS subdivisions include: Anderson Acres, Arbor Lakes, Aston Woods, Augusta Place, Baker Springs, Benevento, Bethesda Woods, Blackberry Estates, Brienz Valley, Broken Ridge Hollow, Buckner Crossing, Burtonwood, Candlewood, Chapmans Crossing, Chapmans Retreat, Cherry Grove and Addition, Cochran Trace, Crowne Pointe, Dakota Poine, Glennmont, Haynes Crossing, Harpeth Woods, Hardwood Estates, Pipkin Hills, Saddle Springs, Savannah Springs, Spring Hill Place, Spring Meadow, Twin Lakes, Wade's Grove, Walden Creek Apts., and Wyngate Estates.

IHS subdivisions include: Ashwicke Park, Autumn Ridge, Arbors at Autumn Ridge, Belle Vista, Belshire, **Bridgemore Village**, Brixworth, Buckner Place, **Callie Estates**, **Cameron Farms**, Cayce Springs Estates, Cherry Glen, Churchhill Farms, Country Haven, Crowne Pointe, Douglass Glen, Durham Manor, **Fields of Canterbury**, Green Valley, Heritage Pointe, Indian Meadows, Keystone, Kinnard Springs, Laurel Hill, Lexington Farms, Loopers Landing, Maplelawn Estates, Mayberry Crossing, Mayberry Station, McLemore Farms, Newport Cossing, Newport Valley, Oakleaf, Oakwood Estates, **Pecan Hills**, Picketts Ridge, **The Pines**, Ridgeport, Sedberry Glen, Shannon Glen, Southpoint, Spring Hill Estates/Roseberry, Station South, Summer Hill, Sutherland Tanyard Springs, Tollgate Village, Village at Thompson's Station, Wakefield, Walnut Winds, Willowvale, Witt Hill, and Woodside.

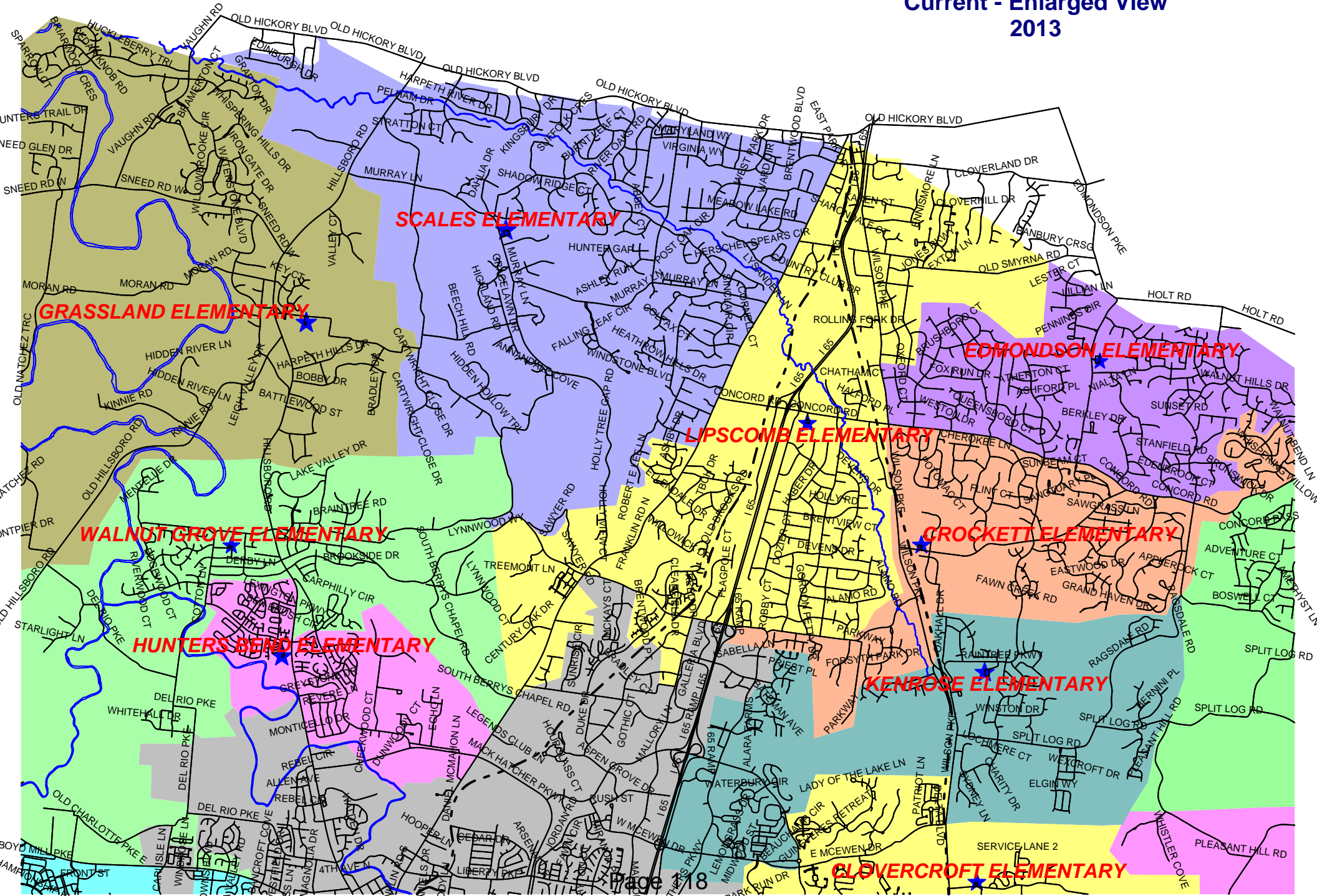
School Capacities are: SHS 1671 and IHS 1671

***Rezoned subdivisions are noted in red**

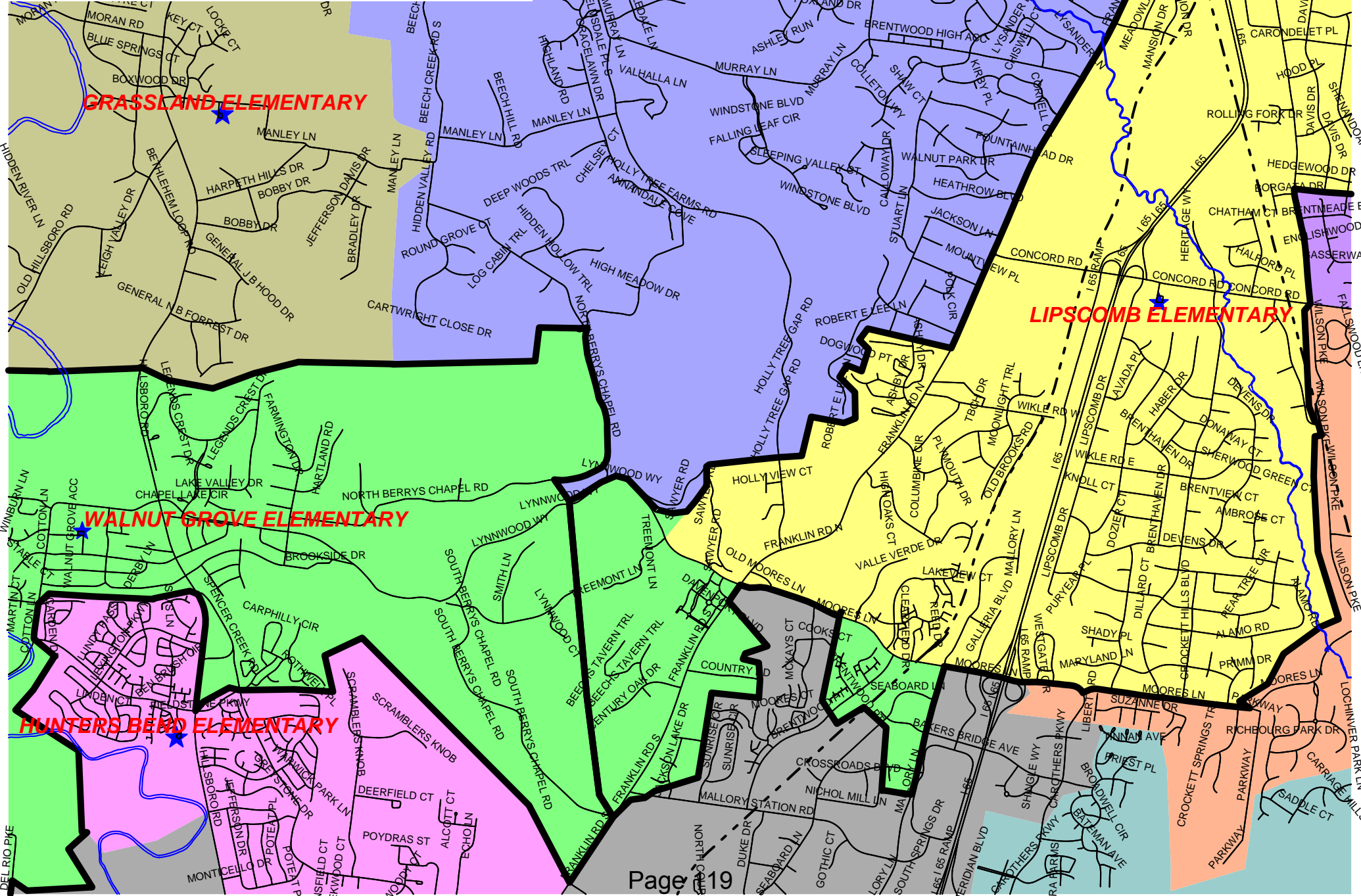


**Williamson County Schools
Elementary School Zones - Current
2013**

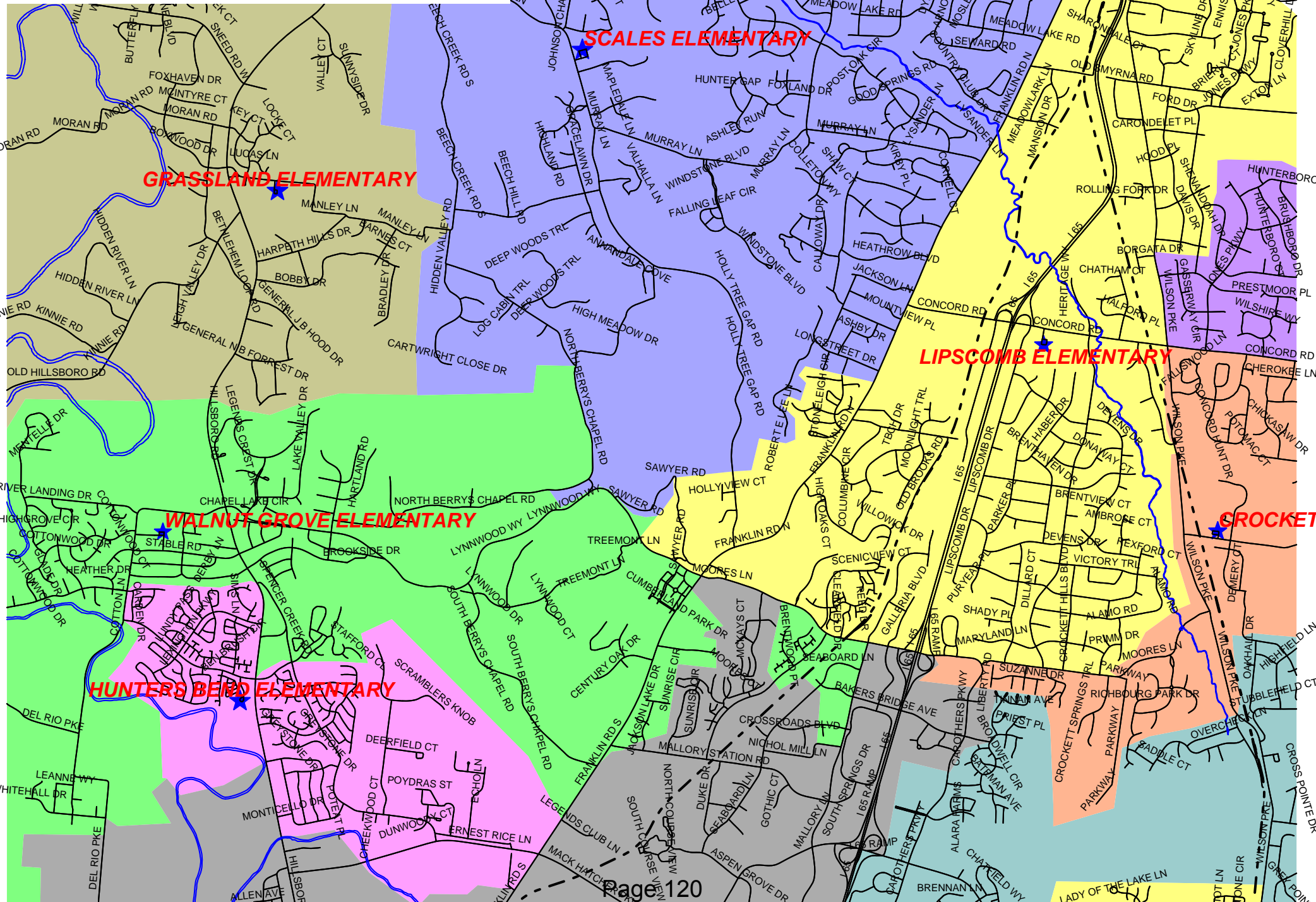
**Williamson County Schools
Elementary School Zones
Current - Enlarged View
2013**



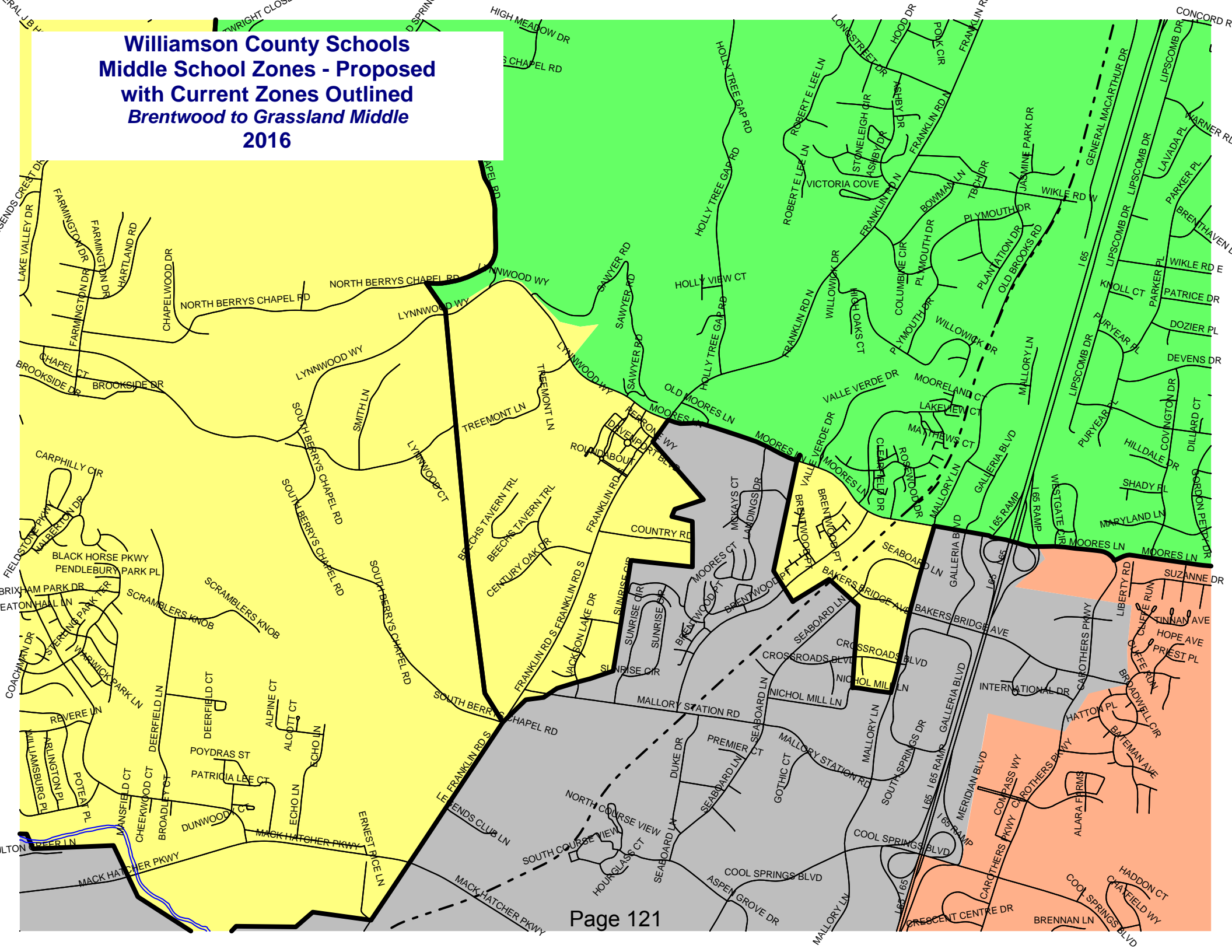
**Williamson County Schools
Elementary School Zones - Proposed
with Current Zones Outlined
Lipscomb to Walnut Grove
2014**



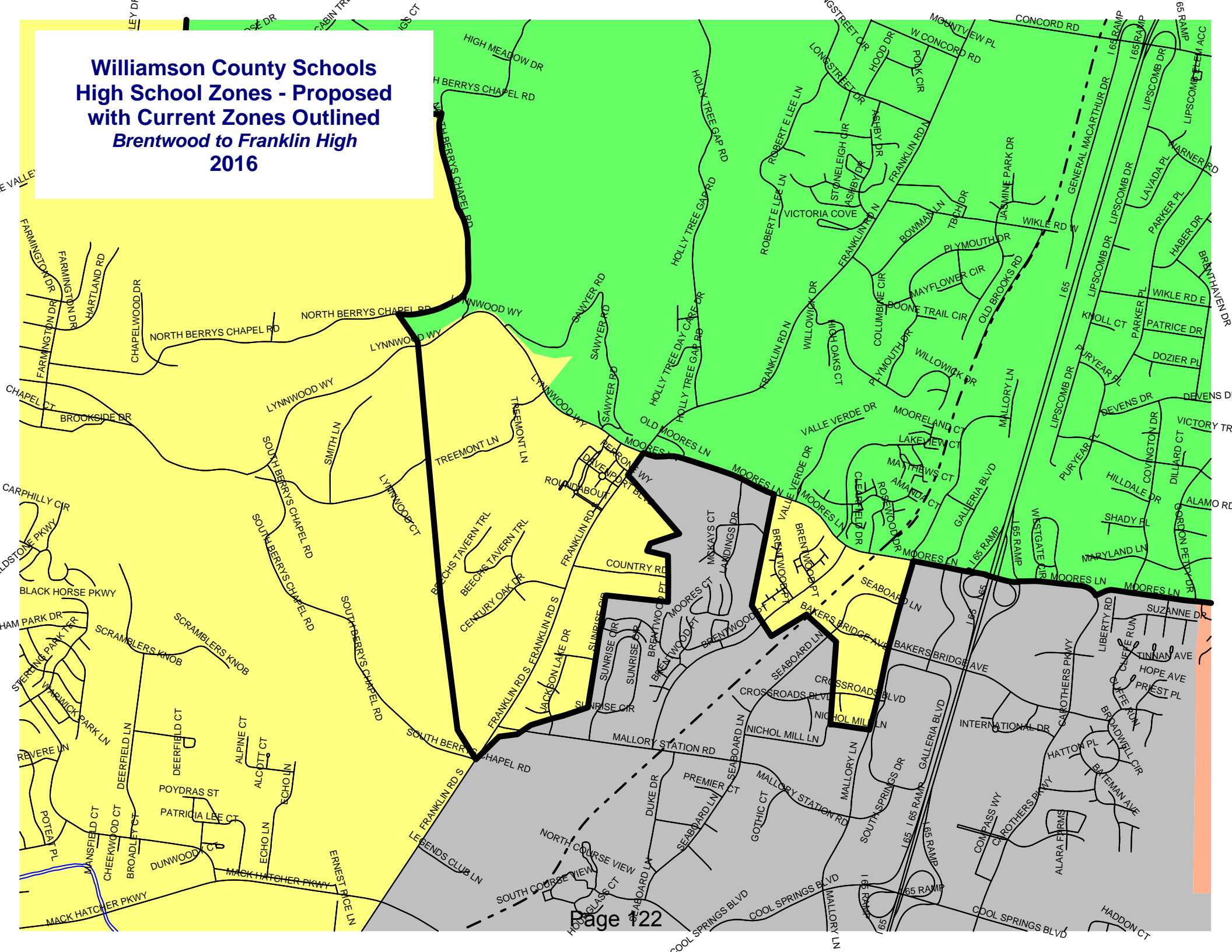
Williamson County Schools Elementary School Zones - Proposed 2014



**Williamson County Schools
Middle School Zones - Proposed
with Current Zones Outlined
Brentwood to Grassland Middle
2016**



**Williamson County Schools
High School Zones - Proposed
with Current Zones Outlined
Brentwood to Franklin High
2016**



OPTION for Rezoning - Lipscomb ES to Walnut Grove ES

School Year	LES	WGES
2013-14 (Current)	854	597
2013-14 (Rezoned)	744	707
2014-15	759	713
2015-16	771	719
2016-17	779	725
2017-18	789	727
2018-19	792	727

LES subdivisions include: Annandale, Borgata, Brenthaven, Brenthaven Place, Brentwood Close, Brentwood Estates, Brentwood Meadows, Brentwood Park, Brentwood South, Brightonwood, Carondelet, Chatfield, Cloverland Acres, Concord Country Estates, Concord Green, Cottonport, Country Club Estates, Crockett Cove, Crockett Hills, Concord Chase, Hallbrook, Hillview Estates, Holly Tree Hills, Holly Tree Farms, Kings Corssing, Mayfield Place, Meadowlawn, Mooreland Estates, Parkside at Brenthaven, Sheritan Park Estates, Smyrna Road Homes, Stonehenge, Tapestry, TN Baptist Childrens Home, Twin Springs, Valle Verde, Willowick, Wilson Pike Homes, and Wilson Run.

WGES subdivisions include: Berrys Chapel Heights, **Brentwood Pointe I and II**, Brownwood Acres, Chapelwood, Cornerstone, Cottonwood, Farmington, Forest Home Farms, Founders Pointe, **Gateway Village and The Grove Apartments**, **Highgate**, Hillsboro Acres, Hillview Estates, Hunting Creek Farms, Hydeaway Hills, **Jackson Lake**, Legends Ridge, Lynnwood Downs, Meadowgreen, Natchez Valley Estates, Northridge, Quail Run, Reserve at Spencer Creek, River Landing, Settlers Pointe, **Tremont Estates**, Two Rivers, Walden Glen, Walnut Acres, Whitehall Farms.

School Capacities are: LES 780 and WGES 780

***Rezoned subdivisions are noted in red**

To: Leslie Holman
 From: Kirk Elliott *AKB*
 Date: November 4, 2013
Purchasing Report

1320 West Main Street, Suite 202
 Franklin, TN 37064-3700
 (615) 472-4000
 fax (615) 472-4190



Contains bid projects for the month of October 2013


The following is a summary of pertinent bid data for inclusion with the Board Materials to be reviewed at the next meeting. The summary is in order of ascending bid sequence numbers and not necessarily by date. Pursuant to Board Policy this summary reports recent RFB's (Request for Bids) and / or RFP's (Request for Proposals) that were administered by the WCS Purchasing Department. As always any purchasing - bid project that may require Board action should appear on the Board Agenda. The projects listed below do not require any Board action at the present time and are listed here for your information. If further details are needed please contact the Purchasing Department to review any of the related bid - project files. In addition to the projects listed in this monthly report the WCS Purchasing Department continues to review, approve and process numerous daily purchase orders that encompass day to day operations as well as negotiate renewals of previously bid contracts.

RFB # 918	Cooling Tower Upgrades at Five Elementary Schools			
Project	This project consisted of procuring bids for the renovation and upgrade of 5 Elementary School Cooling Towers.			
Engineer	Entech Engineering, Ben Hunter			
Department/Director	Maintenance, Mark Samuels			
Advertised	Friday, October 11, 2013 in the Tennessean			
RFB Opening	Monday, October 28, 2013 at 2:30 pm			
Bidders solicited for this RFB project	Name of Company	Base Bid	Alt. # 1	Alt # 2
	Dillingham and Smith	\$363,977.00	\$8,000.00	0
	Blalock Plumbing Elec.	\$535,730.00	0	0
	Williams Mechanical	\$478,100.00	\$17150.00	\$9030.00
	PPMI Construction	No Bid	No Bid	No Bid
	Ryan Reynolds Inc.	No Bid	No Bid	No Bid
	Demand Mechanical	\$415,053.60	\$98,158.00	\$18,380.00
	Advanced Mechanical	\$412,850.00	\$12,300.00	\$ 8,000.00
	John Bouchard & Sons	No Bid	No Bid	No Bid
Awarded	Dillingham and Smith \$371,977.00			

RFB # 920	Central Food Service Office, Modification of Walk-in Freezer / Refrigerator	
Project	This project consists of modifying, renovating and converting the existing freezer at the WCS Food Service Office located at the Support Services Building into a new dual combination walk-in freezer and refrigerator unit.	
Department, Director	Food Service, James Remete	
Advertised	Wednesday, October 16, 2013 in the Tennessean	
RFB Opening	Thursday, October 31, 2013 at 2:00 pm	
Bidders solicited for this RFB project	Name of Company	Base Bid
	Airworx	No Bid
	American Food Service	No Bid
	Atech Inc.	No Bid
	CMC Madison	No Bid
	Dykes Restaurant Supply	No Bid
	Federal Equipment	No Bid
	Great Lakes Hotel Supply	No Bid
	Hotel & Restaurant Supply	Hotel Restaurant Supply attended the pre-bid meeting and reviewed the scope of the project but decided to forego sending in a proposal.
	KaTom Supply	No Bid
	KLM Mechanical	No Bid
	Lee Company	After attending the pre-bid and researching this project Lee thanked us for the opportunity but determined they are unable to bid on this project at this time.
	Maynard Select	\$35,100.00
	Mobile Fixtures	No Bid
	Nashville Refrigeration	No Bid
Strategic Equipment	No Bid	
Awarded	Maynard Select	\$35,100.00

RFB # 921	Grassland Middle School Food Service Serving Line Replacement	
Project	This project consist of soliciting bids to upgrade and replace the existing serving lines at Grassland Middle School Cafeteria.	
Department, Director	Food Service, James Remete	
Advertised	Wednesday, October 16, 2013 in the Tennessean	
RFB Opening	Wednesday, October 30, 2013 at 2:30 pm	
Bidders solicited for this RFB project	Name of Company	Base Bid
	American Food Service	No Bid
	CMC Madison	No Bid
	Dykes Restaurant Supply	\$52,730.00
	Federal Equipment	No Bid
	Great Lakes Hotel Supply	No Bid
	Hotel & Restaurant Supply	No Bid
	KaTom Supply	No Bid
	KLM Mechanical	No Bid
	Maynard Select	\$78,244.00
	Mobile Fixtures	\$50,376.93
	Nashville Refrigeration	No Bid
Strategic Equipment	\$72,599.15	
Awarded	Mobile Fixtures \$50,376.93	

To: Board of Education

From: Leslie C. Holman, CFO 

RE: Claims against Williamson County Board of Education end of Quarter

Date: October 30, 2013



Williamson County Risk Management department handles all the county's claims for property, worker compensation issues, vehicle and liability claims. A summary of our potential obligations for these claims is attached. Details of each claim are on file in the office of Risk Management. This report reflects the number of outstanding cases for the applicable year with their estimate of the total amount of potential claim that may be paid out. We are self insured through the county but actually pay the claims through line items in our budget. This is September's Quarterly report.

Risk management has also indicated that lawyers used on all claims are usually the county's attorneys (Buerger, Moseley and Carson, Attorney at Law).

If you would like further information about these cases, please call Risk Management at 790-5466.

Williamson County Schools
Summary of Cases Open with Potential for Claim
9/30/2013

Worker's				Reserve	
Comp					
12-13	Claim Year	55	cases pending	\$	115,000.00
11-12	Claim Year	17	cases pending	\$	15,000.00
10-11	Claim Year	20	cases pending	\$	42,750.00
09-10	Claim Year	13	cases pending	\$	13,750.00
08-09	Claim Year	9	cases pending	\$	5,500.00
07-08	Claim Year	14	cases pending	\$	6,250.00
06-07	Claim Year	14	cases pending	\$	7,500.00
05-06	Claim Year	5	cases pending	\$	6,500.00
04-05	Claim Year	5	cases pending	\$	8,000.00
03-04	Claim Year	0	cases pending	\$	-
02-03	Claim Year	0	cases pending	\$	-
Total				\$	105,250.00

Automobile				Reserve	
Liability					
12-13		1	cases pending	\$	15,000.00
11-12	Claim Year	0		\$	-
10-11	Claim Year	0		\$	-
Total				\$	15,000.00

General				Reserve	
Liability					
12-13		2	cases pending	\$	90,000.00
11-12		2	cases pending	\$	30,000.00
9-10	Claim Year	1	cases pending	\$	30,000.00
Total				\$	30,000.00

Property				Reserve	
10-11				\$	-
Total				\$	-

Total Reserve for Claims **\$ 150,250.00**

All cases at this time are being represented either by Lisa Carson.

INTEROFFICE MEMORANDUM

TO: WILLIAMSON COUNTY BOARD OF EDUCATION
FROM: LESLIE HOLMAN, CFO *Lett*
SUBJECT: TRAVEL AND CONSULTANT REPORTS
DATE: SEPTEMBER 30, 2013

Please find attached the travel and consultants reports for the month of October, 2013. The travel report is sorted first by conference, then by payee.

The report represents the amounts paid during the month. If you have any questions, please call me 472-4022.

Out-of-State Travel Report for October 2013

							Related Travel Payments to Vendors				
Account Code			Date of Travel	Traveler	Destination	Purpose of Travel	Payee	Purpose	Amount	Reimburse Traveler	Trip Total
GENERAL PURPOSE FUND 141											
141	71400	552400	Sept. 20-22	Dionicia Montgomery	Buffalo NY	Case Study Teaching In Science Conference	Dionicia Montgomery	Lodging		\$172.90	\$172.90
141	72210	552455	Dec. 7-10	Laurette Carle Jaci Stewart	Dallas TX	Learning Forward Conference	Franklin Travel Service	Air Fare	\$696.60		\$696.60
141	72210	552455	Dec. 7-10	Laurette Carle Jaci Stewart	Dallas TX	Learning Forward Conference	Learning Forward	Registration	\$896.00		\$896.00
141	72210	552455	Dec. 7-10	Laurette Carle Jaci Stewart	Dallas TX	Learning Forward Conference	Gaylord Texan Resort & Convention Center	Lodging	\$628.32		\$628.32
141	72810	552455	Sept. 9-12	Jon Spurlock	Atlanta GA	Airwatch Connect Conference	Jon Spurlock	Meals		\$196.00	\$196.00
141	72810	552455	Sept. 9-12	Brian Henderson	Atlanta GA	Airwatch Connect Conference	Brian Henderson	Meals, Parking, Internet		\$336.85	\$336.85
141	72510	552455	Oct. 14-16	Vickie Robbins Vicki Flippen	Columbus OH	AESOP Conference	Hyatt Regency/American Express	Lodging	\$301.86		\$301.86
141	72510	552455	Oct. 14-16	Vickie Robbins	Columbus OH	AESOP Conference	Vickie Robbins	Mileage, Taxi, Meals, Parking		\$186.23	\$186.23
141	72510	552455	Oct. 14-16	Vicki Flippen	Columbus OH	AESOP Conference	Vicki Flippen	Meals		\$81.00	\$81.00
141	72620	552455	Sept. 22-25	Adam Cook	Covington GA	Certification Course for Playground Inspectors	Adam Cook	Meals		\$115.00	\$115.00
141	71400	552400	Feb. 6-8	Todd Campbell	Dallas TX	National Association of Secondary School Principals (NASSP) Conference	Sheraton Dallas Hotel	Lodging	\$622.40		\$622.40
141	71400	552400	Feb. 6-8	Todd Campbell	Dallas TX	National Association of Secondary School Principals (NASSP) Conference	NASSP Conference	Registration	\$495.00		\$495.00
141	71400	552400	Oct. 27-30	Eric Lifsey Lynsey Tinnel Suzanne Daughtrey Robin Thornton Carol Cajka Jackie Coughlin Ali King Brian Nelson Tom Walling Michael McKibben	Indianapolis IN	Solution Tree Professional Learning Communities at Work Conference	Fairfield Inn & Suites Downtown	Lodging	\$2,456.12		\$2,456.12

Out-of-State Travel Report for October 2013

					Related Travel Payments to Vendors						
Account Code			Date of Travel	Traveler	Destination	Purpose of Travel	Payee	Purpose	Amount	Reimburse Traveler	Trip Total
141	71400	552400	Oct. 27-30	Eric Lifsey Lynsey Tinnel Suzanne Daughtrey Robin Thornton Carol Cajka Jackie Coughlin Ali King Brian Nelson Tom Walling Michael McKibben	Indianapolis IN	Solution Tree Professional Learning Communities at Work Conference	Solution Tree, Inc.	Registration	\$6,290.00		\$6,290.00
141	72510	552455	Oct. 23-25	Leslie Holman	Chicago IL	Benchmarking Consortium	Leslie Holman	Mileage, Meals, Parking		\$140.78	\$140.78
141	72210	552455	Oct. 23-25	Denise Goodwin	Chicago IL	Benchmarking Consortium	Denise Goodwin	Mileage, Meals		\$100.80	\$100.80
141	72320	552455	Oct. 23-25	Donna Wright	Chicago IL	Benchmarking Consortium	Donna Wright	Mileage, Meals, Parking		\$141.77	\$141.77
141	72210	552455	Oct. 23-25	Tim Gaddis	Chicago IL	Benchmarking Consortium	Tim Gaddis	Mileage, Meals		\$100.80	\$100.80
141	72320	552455	Oct. 23-25	Mike Looney	Chicago IL	Benchmarking Consortium	Mike Looney	Mileage, Meals		\$100.80	\$100.80
FEDERAL PROJECTS FUND 142											
142	72130	552400	Jan. 10-12	Christina Isong	Dallas TX	Planning and Development for the National Health Occupations Students of America (HOSA) Competitive Events	Franklin Travel	Air Fare	\$158.30		\$158.30
142	72230	552400	Sept. 12-15	Rhonda Booker Long	Annapolis MD	Association of Career and Technical Education (STEM) Conference	Rhonda Booker Long	Air Fare, Lodging, Meals, Parking		\$952.42	\$952.42
Total Out-Of-State Travel Paid in October											\$15,169.95

Consultants Report for October 2013

Account Code			Consultant	From	Title of Course	Amount Paid	Dates of Workshop	School/ Department	Staff / Students Involved
GENERAL PURPOSE FUND 141									
141	72220	552434	Alison Mueller	National Crisis Intervention Program	NCI Applied Physical Training	\$3,598.00	Sept. 24-26	Student Support Services Longview Elem.	Jill Merritt Jonathan Ullrich
SACC PROGRAM FUND 146									
146	73300	552400	Thomas Ritter	Everyday Heroes in CPR/First Aid Training	CPR/First Aid Training	\$720.00	Sept. 28	SACC Program	SACC Employees
				Total Consultants Paid in October:		\$4,318.00			

INTEROFFICE MEMORANDUM

TO: WILLIAMSON COUNTY BOARD OF EDUCATION
FROM: LESLIE HOLMAN, CFO
SUBJECT: END OF MONTH FINANCIALS
DATE: 10/30/2013

Please find attached the activity statement of our funds as of September **2013 (pre close)**. This report will always be a month or so behind depending on when we receive information from the Trustee. The books for September have not been hard closed and therefore are in a slightly different format; however, the numbers presented here do represent the months activity and there will be insignificant change if any. The trustee by law does not have to submit his report until the 10th of each month to the various county departments. In heavy tax collection months, he may use that entire time before he submits his report to us so that we can finalize the reconciliation process.

If you have any questions concerning this report, please call me at 472-4022.

YTD

FOR 2014 03

ACCOUNTS FOR: 141	GENERAL PURPOSE SCHOOL	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENC/REQ	AVAILABLE BUDGET	PCT USED
40000	REVENUES	-252,162,912	-253,487,254	-30,205,642.07	-14,055,471.70	.00	-223,281,611.93	11.9%
71100	REGULAR INSTRUCTION	132,581,019	132,766,681	19,627,478.88	13,696,991.61	528,668.28	112,610,533.84	15.2%
71150	ALTERNATIVE INSTRUCTION	448,865	448,865	64,416.53	50,098.17	.00	384,448.47	14.4%
71200	SPECIAL EDUCATION INSTRUCTION	31,140,834	31,140,834	4,662,120.15	3,601,140.54	665,182.88	25,813,530.97	17.1%
71300	VOCATIONAL EDUCATION INSTR	5,857,859	5,882,196	1,040,827.75	595,127.30	59,679.91	4,781,688.34	18.7%
71400	STUDENT BODY EDUC PRGM	1,600,000	1,600,000	271,336.90	128,970.10	228,305.45	1,100,357.65	31.2%
72110	ATTENDANCE	375,679	375,679	68,456.88	36,158.93	.00	307,222.12	18.2%
72120	HEALTH SERVICES	3,251,075	3,332,046	529,681.12	411,036.96	5,379.26	2,796,985.62	16.1%
72130	OTHER STUDENT SUPPORT	7,787,731	7,787,731	1,151,981.99	778,752.05	875,136.92	5,760,612.09	26.0%
72210	INSTRUCTION SUPPORT	8,297,015	8,295,966	1,448,809.22	869,137.96	39,290.69	6,807,866.09	17.9%
72220	SPECIAL EDUCATION SUPPORT	3,453,105	3,453,105	572,837.19	327,000.61	180,806.28	2,699,461.53	21.8%
72230	VOCATIONAL SUPPORT	265,812	265,812	56,487.57	22,153.93	1,284.00	208,040.43	21.7%
72310	BOARD OF EDUCATION	4,349,492	4,349,492	228,868.89	74,435.32	57,322.94	4,063,300.17	6.6%
72320	OFFICE OF SUPERINTENDENT	1,586,328	1,613,327	264,883.34	129,906.15	36,943.35	1,311,500.31	18.7%
72410	OFFICE OF PRINCIPAL	16,784,858	16,784,858	3,620,227.82	1,735,851.54	.00	13,164,630.18	21.6%
72510	FISCAL SERVICES	1,252,596	1,252,596	328,677.32	130,953.76	11,064.25	912,854.43	27.1%
72520	HUMAN SERVICES/PERSONNEL	790,897	790,897	178,287.47	82,862.93	37,355.00	575,254.53	27.3%
72610	OPERATION OF PLANT	14,558,938	14,558,938	2,661,933.16	1,182,294.20	4,005,199.66	7,891,805.18	45.8%
72620	MAINTENANCE OF PLANT	6,348,869	6,348,869	1,203,660.58	543,182.25	350,513.39	4,794,695.03	24.5%
72710	TRANSPORTATION	13,805,579	13,805,579	2,305,936.75	1,707,981.01	207,984.54	11,291,657.71	18.2%
72810	CENTRAL AND OTHER	4,055,709	5,189,676	1,266,268.52	604,440.92	1,236,588.91	2,686,818.57	48.2%
73300	COMMUNITY SERVICES	594,231	594,231	116,095.67	57,834.60	7,087.91	471,047.42	20.7%
73400	EARLY CHILDHOOD/PRE K	813,509	813,509	132,172.88	82,505.42	5,053.12	676,283.00	16.9%
TOTAL GENERAL PURPOSE SCHOOL		7,837,088	7,963,633	11,595,804.51	12,793,344.56	8,538,846.74	-12,171,018.25	252.8%
TOTAL REVENUES		-252,162,912	-253,487,254	-30,205,642.07	-14,055,471.70	.00	-223,281,611.93	
TOTAL EXPENSES		260,000,000	261,450,887	41,801,446.58	26,848,816.26	8,538,846.74	211,110,593.68	

YTD

FOR 2014 03

ACCOUNTS FOR: 142 SCHOOL FEDERAL PROJECTS	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENC/REQ	AVAILABLE BUDGET	PCT USED
40000 REVENUES	-6,912,811	-9,716,218	-1,135,273.52	-747,206.25	.00	-8,580,944.12	11.7%
71100 REGULAR INSTRUCTION	1,109,594	1,600,588	170,597.12	82,978.86	.00	1,429,990.61	10.7%
71200 SPECIAL EDUCATION INSTRUCTION	3,849,689	5,578,046	756,534.75	511,299.24	64,930.00	4,756,581.29	14.7%
71300 VOCATIONAL EDUCATION INSTR	191,787	184,241	10,660.58	4,839.67	.00	173,580.02	5.8%
72120 HEALTH SERVICES	691,473	807,133	99,198.45	64,160.41	.00	707,934.10	12.3%
72130 OTHER STUDENT SUPPORT	89,039	92,908	7,268.20	1,263.20	510.40	85,129.43	8.4%
72210 INSTRUCTION SUPPORT	423,483	775,570	124,795.20	59,870.58	291.97	650,483.22	16.1%
72220 SPECIAL EDUCATION SUPPORT	389,616	503,237	103,094.39	50,811.84	10,000.00	390,142.18	22.5%
72230 VOCATIONAL SUPPORT	8,667	8,667	1,306.15	.00	.00	7,360.63	15.1%
99100 TRANSFERS OUT	159,463	220,948	29,061.00	29,061.00	.00	191,887.18	13.2%
TOTAL SCHOOL FEDERAL PROJECTS	0	55,119	167,242.32	57,078.55	75,732.37	-187,855.46	440.8%
TOTAL REVENUES	-6,912,811	-9,716,218	-1,135,273.52	-747,206.25	.00	-8,580,944.12	
TOTAL EXPENSES	6,912,811	9,771,337	1,302,515.84	804,284.80	75,732.37	8,393,088.66	

YTD

FOR 2014 03

ACCOUNTS FOR: 143	CENTRAL CAFETERIA	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENC/REQ	AVAILABLE BUDGET	PCT USED
40000	REVENUES	-11,340,200	-11,340,200	-2,219,514.13	-1,139,785.19	.00	-9,120,685.87	19.6%
73100	FOOD SERVICE	11,084,482	11,287,427	1,816,720.98	1,076,337.95	2,027,970.25	7,442,735.77	34.1%
	TOTAL CENTRAL CAFETERIA	-255,718	-52,773	-402,793.15	-63,447.24	2,027,970.25	-1,677,950.10	-3079.6%
	TOTAL REVENUES	-11,340,200	-11,340,200	-2,219,514.13	-1,139,785.19	.00	-9,120,685.87	
	TOTAL EXPENSES	11,084,482	11,287,427	1,816,720.98	1,076,337.95	2,027,970.25	7,442,735.77	

YTD

FOR 2014 03

ACCOUNTS FOR: 177	EDUCATION CAPITAL PROJECTS	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENC/REQ	AVAILABLE BUDGET	PCT USED
40000	REVENUES	-172,093,022	-276,418,626	-248,409,305.43	-4,388.01	.00	-28,009,320.49	89.9%
91300	EDUCATION CAPITAL OUTLAY	310,840,260	302,524,375	266,803,166.93	883,619.85	1,137,839.53	34,583,368.04	88.6%
	TOTAL EDUCATION CAPITAL PROJECTS	138,747,238	26,105,749	18,393,861.50	879,231.84	1,137,839.53	6,574,047.55	74.8%
	TOTAL REVENUES	-172,093,022	-276,418,626	-248,409,305.43	-4,388.01	.00	-28,009,320.49	
	TOTAL EXPENSES	310,840,260	302,524,375	266,803,166.93	883,619.85	1,137,839.53	34,583,368.04	