

**AGENDA WITH RECOMMENDATIONS FROM
THE DIRECTOR OF SCHOOLS**

**RUTHERFORD COUNTY SCHOOL SYSTEM
2240 Southpark Drive
Murfreesboro, TN 37128**

**March 17, 2016
5:00 P.M.**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. MOMENT OF SILENCE**
- 4. APPROVAL OF AGENDA**

Recommend Approval --- motion to approve the agenda as presented.

- 5. APPROVAL OF CONSENT AGENDA (TAB 1)**
 - A. Minutes: March 3, 2016**
 - B. Community Use of Facilities**
 - C. Routine Bids:**
 - Bid #3174 – Classroom Furniture**
 - Bid #3175 – Floor Care Products**
 - Bid #3176 – Replacement LED Sign Panels (Eagleville)**
 - D. 25 Hour Title I Funded Extended Contract at Cedar Grove Elementary School**
 - E. Transportation – Bus #174 Voluntary Contract Termination**

F. School Salary Supplements and Contract Payments:

Name	Amount	School	Funded By	Description
Mark Kirksey *	350.00	Central Magnet	School Funds - Basketball	Middle School Basketball Tournament Director
Shawn Middleton	500.00	Smyrna High	School Funds - Cross Country	Bus Driver
Shawn Middleton	100.00	Smyrna High	School Funds - Freshman Cheerleaders	Bus Driver
Carl Anthony Febles	NTE 1,500.00	Blackman High	School Funds - Theatre	Teach Music
Jonathan Lingle	NTE 1,300.00	Eagleville	School Funds - Music/Drama/Graduation	Accompanist
Katiana Nicholson	NTE 10,000.00	Siegel High	Band Boosters	Private clarinet lessons
Wilson Sharpe	NTE 10,000.00	Siegel High	Band Boosters	Private double reed lessons
Jennifer Martinez	2,000.00	Smyrna High	School Funds - Softball	Assistant Softball Coach
William Kyle Mooney	2,000.00	Smyrna High	School Funds - Baseball	Assistant Baseball Coach
Jeff Shipley	700.00	Smyrna High	School Funds - Boys + Girls Basketball	Basketball Announcer
Daisy Shipley	500.00	Stewarts Creek Middle	School Funds - Softball	Assistant Softball Coach
Martha Ross **	Hourly	Stewarts Creek High	Various clubs + athletic groups	Additional Custodial work during the 2015/2016 school year

- * approved previously for an amount \$500 or greater
- ** not less than regular rate – or overtime rate if over 40 hours during the week
- *** anticipate amounts over \$500 this school year
- **** amend prior approval

G. Non-Faculty Coaches:

According to Tennessee Secondary School Athletic Association (TSSAA) guidelines, Board of Education approval is required to allow non-faculty coaches to participate in the school athletic programs.

The following non-faculty coaches are for the 2015-2016 school year:

<u>Name</u>	<u>School</u>	<u>Sport</u>
Barry, Brett	Siegel Middle	Golf
Edens, Douglas	Siegel High	Band
Mastin, Quentin	Blackman Middle	Basketball
Ogg, Jane	Blackman High	Choir

**Sharpe, Wilson
Shea, Conner**

**Siegel High
Oakland High**

**Band
Tennis**

Recommend Approval --- motion to approve the consent agenda items as presented.

6. VISITORS

7. RECOGNITION OF WRESTLING STATE CHAMPIONS

Matthew Sells, Blackman High School

Nick Boykin, Riverdale High School

**8. REPORT FROM 2016 TENNESSEE SCHOOL BOARDS ASSOCIATION (TSBA)
SCOPE STUDENT DELEGATES**

The Tennessee School Board Association 2016 SCOPE (Student Congress on Policies in Education) conference was held at MTSU on Tuesday, March 8, 2016. The following student delegates attended:

Blackman High	Paige Holloway
Blackman High	Alyssa Wright
Central Magnet	Michael Chan
Central Magnet	Kirstin Taylor
Eagleville High	Jake Duke
Eagleville High	Mitchell Turner
Holloway High	Dakota Larkin
Holloway High	Phoebe Sanchez
LaVergne High	Nicholas Jones
LaVergne High	Alyssa Weakley
Oakland High	Micah McDowel
Oakland High	Deja Settles
Riverdale High	Ajaika McLemore
Riverdale High	Dustin Handrahan
Siegel High	AnnaLevi Chavis
Siegel High	Madeline Campbell
Smyrna High	Mariah Biggs
Smyrna High	Laura Rojas
Stewarts Creek High	Brandon Ruiz
Stewarts Creek High	Adaira Harrison

Their chaperone was Jennifer Courtney, Holloway High School.

9. SPOTLIGHT ON EDUCATION

Student Art Showcase

In recognition of National Youth Art Month, student art work is on display at the Board of Education Central Office. The art work is representative of the forty-six schools and K-12 students in our school system. Selected student artists are recognized tonight for their accomplishments.

SCHOOL	STUDENT	GRADE
BARFIELD ELEMENTARY	MARIELA LOPEZ	4
BLACKMAN ELEMENTARY	LAUREN BIGELOW	2
BLACKMAN HIGH	SAMANTHA KOHL	11
BLACKMAN HIGH	MATTHEW NORTHRUP	12
BLACKMAN MIDDLE	HANNAH GALLAGHER	8
BLACKMAN MIDDLE	AUTUMN PARKER	6
BROWN'S CHAPEL ELEMENTARY	MCKENZIE STEPHENS	2
BUCHANAN ELEMENTARY	EMMA KOZIMOR	5
CEDAR GROVE ELEMENTARY	KEONDRA PEEBLES	1
CENTRAL MAGNET	SAMANTHA YORRO	11
CENTRAL MAGNET	RAIN MAXWELL	7
CHRISTIANA ELEMENTARY	MASON DILSAVER	5
CHRISTIANA MIDDLE	ROSEMARIE POPLIN	7
DAVID YOUREE ELEMENTARY	MEREDITH MURPHY	4
EAGLEVILLE SCHOOL	NOLAN PAYNE	8
EAGLEVILLE SCHOOL	CHASE SMITH	12
HP CAMPUS SCHOOL	ANNELISE GEORGE	K
JOHN COLEMON ELEMENTARY	MARIAMA CAMARA	K
KITTRELL ELEMENTARY	ALEXIS BRITTON	4
LASCASSAS ELEMENTARY	LILY DRAKE	2
LAVERGNE HIGH	EDUARDO CONTRERAS	12
LAVERGNE LAKE ELEMENTARY	AALIYAH JOHNSON	3
LAVERGNE MIDDLE	VANNESSA VILLEGAS	6
LAVERGNE PRIMARY	SOPHIA ROSS	K
MCFADDEN SCHOOL	CADE STAVNES	5
MCFADDEN SCHOOL	CHEYENNE HUGHES	K
OAKLAND HIGH	SYDNEY O'DONALD	10
OAKLAND HIGH	GAVIN MCGOLDRICK	12
OAKLAND MIDDLE	KALEE ALFORD	7
RIVERDALE HIGH	O'REILLY BACK	12
RIVERDALE HIGH	ISAIAH WALLACE	10

RIVERDALE HIGH	KATIE WILSON	12
RIVERDALE HIGH	JESSIKAH RILEY	10
RIVERDALE HIGH	HAILEY HANNAH	12
RIVERDALE HIGH	KAYLA SWEDBERG	12
ROCK SPRINGS ELEMENTARY	JAYDEN SOUKAVONG	3
ROCK SPRINGS MIDDLE	PRAGYA JHA	8
ROCK SPRINGS MIDDLE	BAKER KING	8
ROCKVALE ELEMENTARY	BALEIGH WADEL	3
ROCKVALE MIDDLE	SOPHIA BEASLEY	7
ROY WALDRON ELEMENTARY	SERRA KINCAID	2
SIEGEL HIGH	RAEGAN JACKSON	12
SIEGEL MIDDLE	SLOAN LEDFORD	6
SMYRNA ELEMENTARY	ABBY DOUGLAS	2
SMYRNA HIGH	CARLEIGH MOSELEY	10
SMYRNA HIGH	TASMEEN RAIDA	12
SMYRNA HIGH	TEIONNA EVERETT	12
SMYRNA MIDDLE	SUMMER JOHNSON	8
SMYRNA MIDDLE	SUMMER JOHNSON	8
SMYRNA PRIMARY	EVELYN ZARATE	5
STEWARTS CREEK ELEMENTARY	CAMERON FRAME	2
STEWARTS CREEK HIGH	HANNAH GRZEGORCZYK	12
STEWARTS CREEK HIGH	TEILEI HALL	12
STEWARTS CREEK MIDDLE	EMILY SANCHEZ RODAS	7
STEWARTSBORO ELEMENTARY	KAMIRRA BARBEE	2
THURMAN FRANCIS ACADEMY	EMMA SIMPSON	7
THURMAN FRANCIS ACADEMY	EMMA GREY	4
WALTER HILL ELEMENTARY	DEISI MARTINEZ	3
WHITWORTH-BUCHANAN MIDDLE	PRESLEY CHARLTON	8
WHITWORTH-BUCHANAN MIDDLE	JADYN NORMAN	7
WILSON ELEMENTARY	AUBREY LLOYD	5
WILSON ELEMENTARY	KATIE HODGE	4

10. TEXTBOOK ADOPTION REPORT ED-5099 AND TEXTBOOK CERTIFICATE OF ADOPTION REPORT ED-2153

School systems are required to submit textbook adoptions annually on forms provided by the Tennessee Department of Education. All textbooks are adopted on a 6-year cycle. The “Local Textbook Adoption Report” shows newly adopted textbooks for 2016. Textbook adoption includes K-12 Math. Rutherford County Schools adopted textbooks during the 2014-15 school year. The elementary, middle and high school textbook committees is recommending the purchase of the

mathematics textbooks listed below for use beginning 2016-2017 through 2020-2021 school years.

Recommend Approval --- motion to approve the elementary, middle, high, and CTE (Career & Technical Education) school textbook purchase of the following textbooks for use beginning 2016-2017 through 2020-2021 school years:

The elementary, middle, and high school textbook committees would like to recommend the purchase of the following mathematics textbooks for use beginning 2016-2017 through 2020-2021 school years.

Texts on the state approved list.

Course/Grade	Textbook	Publisher
K-5	TN Ready Mathematics	Curriculum Associates
6-8	TN Ready Mathematics	Curriculum Associates
Integrated Math I, II, III	Integrated Math I, II, III	Carnegie Learning
*Algebra II	Algebra II	Carnegie Learning
*Geometry	Geometry	Carnegie Learning
Statistics	The Practice of Statistics	Bedford Freeman & Worth (BFW)
Pre-Calculus	Pre-Calculus with Limits	Cengage

*Consumables to be used during the transition years to Integrated Math.

Texts not on the state adoption list.

Bridge Math	Math for Your World	Pearson
Finite Math	Thinking Mathematically	Pearson
Calculus	Calculus for AP	Cengage

There were no state approved texts for Bridge Math and Finite Math. This is a new Calculus text that was not completed prior to the deadline for state approval.

The Rutherford County Career & Technical Education (CTE) textbook committee would like to recommend the purchase of the following Career & Technical Education textbooks for use beginning 2016-2017 through 2021-2022 school years.

Texts on the State-Approved List:

Course	Textbook Title	Publisher
Principles of Machining	Machining Fundamentals	Goodheart- Willcox
Fundamentals of Education	Teaching	Goodheart- Willcox
Nutrition Across the Lifespan	iCEV Family & Consumer Online	CEV
Early Childhood Education I	Working With Young Children	Goodheart- Willcox
Intro. To Human Studies	Succeeding in Life & Career	Goodheart- Willcox
Lifespan Development	Lifespan Development	Goodheart- Willcox

Early Childhood Education II	Childcare Today	McGraw-Hill
Nutrition Across the Lifespan	Food for Today	McGraw-Hill
Computer Applications	MS Office 2013 Intro. 1 st Course	Cengage
Advanced Computer Apps	MS Office 2013 2 nd Course	Cengage
Career Exploration	Discovering Careers	Goodheart-Willcox
Programming & Logic I	Teen Coder: Windows Programming	Compusolar
Programming & Logic I	Teen Coder: Java Programming	Compusolar
Web Design Foundations	KidCoder: Web Design	Compusolar
AP Computer Science	TeenCoder Java Programming	Compusolar
Keyboarding	Cent. 21 Computer Apps w/ Keyboarding	Cengage
Keyboarding	Cent. 21 Computer Skills & Applications, Lessons 1-90	Cengage
Career Exploration	iCEV Career Exploration Site	CEV

Textbooks not on the State Approved List:

Course	Textbook Title	Publisher
Digital Electronics	Fundamentals of Logic Design	CL Engineering
Nutrition Science & Diet Ther.	Understanding Nutrition	Wadsworth Publishing
Nutrition Science & Diet Ther.	Nutrition & Diet	Cengage
Digital Electronics	PLTW Digital Electronics	Cengage
Networking	ComTIA Network+ Guide	Sybex
Computer Systems	CompTIA A+ Guide	Sybex
IT Foundations	CompTIA IT Fund. Guide	Sybex
Early Childhood Education II	Working with Young Children	Goodheart-Wilcox

There were no state-approved texts on the adoption lists for these courses, with the exception of Early Childhood Education II. This book was not completed prior to the deadline for state approval.

11. FINANCIAL MATTERS (TAB 2)

A. Valic 403(b) and 457(b) Change to Mutual Fund Investment Platform from Annuity

Valic has offered to change our 403(b) and 457(b) plans from their annuity platform to their mutual fund platform effective September 1, 2016. This change will decrease the fees our employees pay by an average of 36 basis points or 0.36%. This change would save our employees about \$44,000 per year in fees.

The mutual fund platform will offer 20 investment options plus target date retirement funds. This is fewer investment options than we have now but is in line with industry suggestions. Our employees who want more investment options will still be able to set up a self-directed Schwab PCRA account for their 403(b) and 457(b) accounts.

Our employees will have the option to move their balances as of August 31, 2016 to the mutual fund platform. If they choose to leave their existing balances in the annuity platform they will continue to pay the higher fees.

Valic has been our on-going 403(b) and now 457(b) provider since September 2008. Our participating employees and former employees have over \$12,500,000 in their accounts as of March 7, 2016.

Recommend Approval --- motion to change Rutherford County Schools' 403(b) and 457(b) plans from Valic's annuity platform to their mutual fund platform effective September 1, 2016 as presented.

B. Substitute Teacher Services Contract - RFP 16-01

Vendor proposals for Rutherford County Schools Substitute Teacher Services Contract - RFP 16-01 were due on February 24, 2016 and opened in the Board room. After reviewing the proposals, staff recommends that the contract for Substitute Teacher Services be awarded to PESG Educational Staffing Solutions as the lowest and best bidder. PESG's bid costs out at \$2,222,098.28 for the actual subs we used from February 23, 2015 through February 12, 2016. For comparison purposes, the Advantage proposal costs out at \$2,357,920.89.

Staff also recommend that PESG's Alternate Proposal for the Schoolhouse Plus option be adopted beginning with the 2016-2017 school year. The alternate proposal has a 97% fill rate guarantee and PESG will pay a bonus to subs who work at least 10, 15, or 20 days in Rutherford County Schools in a month. The bonus package works out to an extra \$5.00 to \$8.75 per day to the subs who work in our buildings on a consistent basis. The PESG Alternate Proposal costs out at \$2,415,958.78 for the same period. The PESG Alternate Proposal appears to be very close to fitting within the existing substitute 2015-2016 teacher budget. The budgetary contingency that we will need to cover is the additional cost if we are able to approach a 100% fill rate.

The final piece is that if we are able to add an additional \$5.00 per day raise to our subs for 2016-2017, that cost will be about \$200,000 under the PESG Alternate Proposal.

Recommend Approval --- motion to award Rutherford County Schools Substitute Teacher Services Contract - RFP 16-01 to PESG Educational Staffing

Solutions as the lowest and best bidder and to accept their Alternate Proposal for the Schoolhouse Plus Option.

12. REVISED POLICIES (TAB 3)

Policy 5.302 (Sick Leave): The revision provides employees with two bereavement leave days per qualifying event.

Policy 1.108 (Nepotism): The revision removes the requirement to “publicly” notify the Board prior to the employment of a relative of a Board member, Director of Schools, administrator, County Commissioner or any appointed or elected official. The revision is recommended by TSBA in order to comply with current state law.

Policy 5.305 (Family Medical Leave Act): The revision changes the word “or” to the word “and” in the first paragraph of the policy regarding eligibility for family and medical leave. The revision is recommended by TSBA in order to comply with current federal regulations.

Recommend Approval --- motion to approve the revisions to Policy 5.302, 1.108 and 5.305 on second and final reading as presented.

Policy 3.206 (Community Use of School Facilities): The revision allows a one year approval for an initial request and annual renewals thereafter for a maximum of ten years. The revised policy also includes a detailed fee schedule.

Recommend Approval --- motion to approve the revisions to Policy 3.206 on second and final reading as presented.

13. FOR INFORMATION ONLY

Board of Education Policy 1.108 states in part: “Members of an immediate family should not be assigned to the staff in the same school plant unless some unusual circumstance exists which makes it in the best interest of the educational program as approved by the Executive Committee. Any exception to this policy shall be reported to the Board at the next regularly scheduled board meeting.” The Executive Committee concurs with the Assistant Superintendent for Engineering and Construction that Austin Carpenter be offered employment as a warehouse clerk in our maintenance Department. His father, Don Carpenter, is a plumber in the Maintenance Department.

14. INSURANCE UPDATE

15. TENNESSEE LEGISLATIVE NETWORK (TLN) UPDATE

- 16. FEDERAL RELATIONS NETWORK (FRN) UPDATE**
- 17. GENERAL DISCUSSION BY BOARD MEMBERS**
- 18. ADJOURNMENT**

RUTHERFORD COUNTY SCHOOL SYSTEM
Board of Education Meeting
2240 Southpark Drive
Murfreesboro, TN 37128

Minutes of March 3, 2016

Board Members Present

Wayne R. Blair, Chairman

Terry Hodge, Vice Chairman

Jim Estes

Aaron B. Holladay

Jeff Jordan

Lisa Moore

Coy Young

Marvin D. Odom, Director of Schools

1. CALL TO ORDER

The Board Chairman called the meeting to order at 5:00 P.M. Keiko Terry and Peyton Turney led the Pledge of Allegiance.

2. MOMENT OF SILENCE

The Board Chairman called for a moment of silence.

3. APPROVAL OF AGENDA

Motion made by Mr. Holladay, seconded by Mr. Hodge, to approve the agenda as presented.

Vote: All Yes

4. APPROVAL OF CONSENT AGENDA

A. Minutes: February 17, 2016
February 18, 2016
February 20, 2016

B. Community Use of Facilities

C. Routine Bids:

Bid #3170 – Admin/Teacher Furniture

Bid #3171 – Lockers (John Colemon and Roy Waldron)
Bid #3172 – Audio Studio Class Equipment (Stewarts Creek High)

- D. Health Services Department Contract with CareDox**
- E. Title I Funded Extended Contracts at Smyrna Elementary School**
- F. Title I Funded Extended Contracts at Cedar Grove Elementary School**
- G. Contracts for ASSIST (Academy to Support, Sustain, and Induct Successful Teachers)**
- H. Contracts with Two Additional Teacher Practitioners for the 2016 Summer Conference**
- I. School Salary Supplements and Contract Payments:**

Name	Amount	School	Funded By	Description
Meaghan Sims	2,000.00	Blackman High	School Funds - Volleyball	JV Volleyball Coach
Tyson Hoppe	2,320.00	Cedar Grove	PTO	Work with Band students after school
Hugo Sanchez	1,500.00	Cedar Grove	PTO	Work with Choir students after school
Brenda Williams ***	200.00	Kittrell	School Funds - Chorus	Accompanist for Elementary Choral Festival
James Upton	620.00	Oakland Middle	School Funds - Basketball	Basketball Clock worker
Ricky Field ***	301.66	Riverdale	School Funds - Tennis	Conditioning Coach
Anna Grace Gerhart	NTE 2,000.00	Riverdale	Boys Soccer Boosters	Boys JV Soccer Coach
Stephen Williams	1,500.00	Riverdale	Track Boosters	Assistant Track Coach
April Edging	500.00	Siegel High	School Funds - Basketball	Bookkeeper for Basketball
Ben Kelley	NTE 1,000.00	Eagleville	School Funds - Baseball	Assistant Baseball Coach
Allen **** Guimbellot	500.00	Oakland High	School Funds Swimming + Swimming Boosters	Swimming Coach - Total approved is now \$2,500
Robert Chandler *	145.00	Oakland Middle	School Funds - Band	Guest Clinician for All County Jazz Band

Valanna Lyons	1,500.00	Siegel High	School Funds - Softball	Assistant Softball Coach
Jim Burns	650.00	Siegel High	School Funds - Basketball	Basketball Announcer
Deonica Rankins	725.00	Siegel High	School Funds - Basketball	Basketball Scorekeeper
Jeff Shipley	555.00	Stewarts Creek Middle	School Funds - Basketball	Basketball Announcer

- * approved previously for an amount \$500 or greater
- ** not less than regular rate – or overtime rate if over 40 hours during the week
- *** anticipate amounts over \$500 this school year
- **** amend prior approval

J. Non-Faculty Coaches:

According to Tennessee Secondary School Athletic Association (TSSAA) guidelines, Board of Education approval is required to allow non-faculty coaches to participate in the school athletic programs.

The following non-faculty coaches are for the 2015-2016 school year:

<u>Name</u>	<u>School</u>	<u>Sport</u>
Taylor, Jonathon	LaVergne Middle	Baseball
Salahuddin, Jahez	Rockvale Middle	Baseball
Sharif, Haneef	Rockvale Middle	Baseball
Shipley, Daisy	Stewarts Creek Middle	Softball
Ozment, Tammy	Smyrna Middle	Softball
Febles, Carl	Blackman High	Theatre

Motion made by Mr. Estes, seconded by Mr. Young, to approve the consent agenda items as presented.

Vote: All Yes

5. VISITORS – No visitors.

6. RECOGNITION

The following students earned a perfect score on the 2015 TCAP Writing Assessment. These students earned a 4 in all categories on last year’s writing assessment. Mr. Zago expressed that this is a huge accomplishment and commended students and their teachers for the hard work that went into this achievement.

Thelma Yankey
Grant Tiller
Peyton Turney
Keiko Terry

7. COURSES OFFERED FOR CREDIT IN GRADES 9-12

Board of Education Policy 4.201 states in part, “A listing of courses offered for credit in grades 9-12 will be approved annually by the Board”.

Motion made by Mr. Young, seconded by Mr. Estes, to approve the list of courses for credit in Rutherford County Schools grades 9-12 for 2016-2017 as presented.

Vote: All Yes

8. SPECIAL COURSES

The Instruction Department is requesting permission to make an application to offer credit for special courses under the following guidelines: Rule 0520-1-3-.05-2a: “Local school systems may offer special courses not listed in 0520-1-3-.06 on an experimental basis. The Commissioner of Education must approve each course in advance each year. After three years the course may become a permanent part of the local school program upon approval by the State Board of Education”. After three years the special course request must be resubmitted if the teacher listed on the application changes.

Motion made by Mr. Hodge, seconded by Mr. Holladay, to approve Rutherford County making application for new special courses to be offered in the named schools in 2016-2017 as presented.

Vote: All Yes

9. FACILITIES

A. Status Update

Mr. Gary Clardy updated the Board on the following projects:

Rocky Fork Clearing and Grubbing

The project is progressing as the weather will permit. Fifty-five acres are cleared and Baron Construction is working on the temporary retention pond. The pond is approximately 90% complete. It will take approximately six more working dry days to complete. The contractor continues to clear the remaining acreage. This work will take approximately three weeks, and we will be ready to stabilize the entire site by seeding and strawing. The

cemetery study is complete. During site design it will be determined if the cemetery will be relocated or not.

John Colemon Elementary School

RG Anderson Construction is making progress, in spite of the weather. The site contractor is installing the storm drainage system, and at this time they are 70% complete. The utility contractor has completed the installation of the new water service line to the fire hydrant at the new loading dock area. Once chlorination is complete we can schedule the disconnect and reconnection of the existing building water service. This will allow us to relocate the staff parking to the temporary parking area behind the walking track. The grading and paving contractors should be able to install the roadway base stone in the next couple of weeks. This will allow us to shift the student traffic to the new roadway. The contractor has 27,000 square feet of slab on grade placed. Exterior CMU (concrete block) work is up to the second floor joist bearing height in the second grade hallway, roof joist bearing height at CDC, library, main office, and 80% of the gymnasium. Interior hallway and classroom divider walls are under way.

Central Office Reroof

Pinnacle Roofing has completed the roof with the exception of the punch-list work.

LaVergne Primary School Reroof

Roofing work is just beginning and should be completed in four to six weeks.

Roy Waldron Elementary School Addition

The general contractor has completed 65% of the demolition and relocation work in the gymnasium area for the future stage. The steel erector is scheduled to be on site February 29, 2016, to begin the installation of the support beams in order to complete the demolition of the remaining. The grading contractor is presently building the temporary road and removing the topsoil from the construction area on the west side of the gymnasium where the new storage and entry areas will be located. The concrete contractor is scheduled to be on site beginning the footer excavation of this area next week.

The first floor slab is complete. The masonry contractor has completed the laying of the CMU (concrete block) on the first floor of the addition with the exception of the bathroom partition walls. The electrical and plumbing contractor has completed the rough in of all electrical and plumbing fixtures to this point on the first floor and will continue rough in to the second floor. The plumbing contractor is planning to finish the installation of the chilled water lines and sewer line across the future parking lot areas beginning the first week of March. The steel contractor is scheduled to be on site Monday to begin the process of placing and welding the steel trusses and deck pans into place. The steel erector is planning to have the second floor completed by the end of the first week of March weather permitting. The

concrete contractor will follow and begin prepping and pouring the concrete for the second floor. The utilities contractor completed the installation of the fire line and was passed inspection by the State Fire Marshall's office.

Smyrna Elementary School Gymnasium Bleachers

The bleacher installation is complete and has been inspected and released by Engineering Construction Department.

Paving

The paving contractor we have on bid is currently planning Riverdale and Oakland paving projects schedule. We expect them on site no later than the second week in March.

Seal Coat/Striping Contractor

The contractor has been onsite at Barfield Elementary School between rain showers sealing the cracks in the asphalt for preparation to apply the seal coating when the weather warms. The contractor should be able to apply seal coat during the month of March.

B. Siegel Middle School Marquee Sign

Principal Kim Stoecker has requested permission to replace the school's existing sign with a new one. The new marquee will be located at the existing sign location. The cost of the foundations, brick columns, and marquee is estimated at \$12,000.00. The materials and brick labor will be funded through school fundraisers. The marquee will be lighted and Rutherford County Schools Maintenance will install the electrical line, form and place the footings, and install the sign. The new marquee will be approximately 9' wide by 7'6" high.

Principal Stoecker has completed all the Engineering and Construction Department requirements and will be responsible for all permits and for meeting all local and state code requirements.

Motion made by Mr. Jordan, seconded by Mr. Estes, to approve construction of a new marquee sign at Siegel Middle School to replace the existing as presented.

Vote: All Yes

10. REVISED POLICIES

Policy 3.206 (Community Use of School Facilities): The revision allows a one year approval for an initial request and annual renewals thereafter for a maximum of ten years. The revised policy also includes a detailed fee schedule.

There being no further business, the meeting adjourned at approximately 6:10 P.M.

Wayne R. Blair, Chairman

Date

Marvin D. Odom, Director of Schools

Date

FACILITIES USE

March 17, 2016

Barfield	Girl Scouts, 4/16/16, father/daughter dance, cafeteria, no fee
Blackman Elementary	Murfreesboro Baseball Association, 3/18/16-5/27/16, practice, baseball field, no fee
Blackman High	In Full Motion, 3/20/16, camp, football field, \$150 per day
Blackman High	IYSF, 3/17/16-6/17/16, basketball practice, gym, no fee
Blackman Middle	Highway 231 Church of Christ, 4/10/16, church service and lunch, auditorium and cafeteria, no fee
Buchanan Elementary	Buchanan Community Recreation, 3/18/16-3/27/16, recreation leagues, gym, no fee
Buchanan Elementary	Girl Scouts, 3/18/16-5/16/16, meetings, cafeteria, no fee
Buchanan Elementary	Rutherford County Recreation, 3/18/16-5/23/16, practice, gym, no fee
Central Magnet	The Cystic Fibrosis Foundation, 6/4/16, 5k walk fundraiser, University Street field, no fee
Christiana Elementary	Girl Scouts, 3/18/16-5/26/16, meetings, cafeteria, no fee
Christiana Middle	Believers Faith Fellowship, 3/26/17-3/27/16, Easter service, no fee
Eagleville	Rockvale CP Church, 3/27/16, Easter sunrise service, cafeteria, no fee
Kittrell	Independent Youth Services Foundation, 3/18/16-5/20/16, practice, gym, no fee
Lascassas	Lascassas Ball Club, 3/18/16-5/31/16, practice, baseball field, no fee
McFadden	Supreme Court Basketball, 3/18/16-6/5/16, practice, gym, no fee
Oakland Middle	Pride '06 IOU Softball, 3/18/16-6/18/16, practice, softball field, no fee
Oakland Middle	Outsiders '02 Softball, 3/18/16-6/18/16, practice, softball field, no fee
Riverdale	Riverdale Rugby, 3/18/16-4/28/16, practice, football field, no fee
Rockvale Elementary	MBA, 3/18/16-6/18/16, practice, baseball field, no fee

Siegel High	The Murfreesboro Force, 3/18/16-6/9/16, practice, gym, \$40 per night
Siegel High	Siegel Stars Rugby, 3/24/16, practice, football field, no fee
Siegel High	Middle TN Basketball Showcases, 3/18/16-3/20/16, games, gym, \$150 per day
Siegel High	AAU/USA Wrestling, 3/18/16-6/18/16, practice and games, gym, no fee
Smyrna High	The Dance Academy, 6/16/16-6/18/16, recital, auditorium, \$150 per day
Stewarts Creek Elementary	Boys and Girls Club of Rutherford County, 3/18/16-5/25/16, homework help, computer lab, no fee

Note: Facility use prior to 3/17/16 has been granted pending Board action. A certificate of insurance with \$2,000,000.00 limits (\$1,000,000.00 if approved) is required by each user. Each group must forward any renewals of insurance to the Board on time; otherwise approval is terminated at the end of the policy period. **All approvals are for no more than a 3-month period.**

Bid #3174
Classroom Furniture

Item #	Description	Quantity	A-Z Office	Ernie Morris	Guy Brown Interiors	Lakeshore	School Specialty	TennEdd	Virco
John Colemon and Roy Waldron Schools									
1	Student Chair (Soft Shell)- 14"	52		\$ 20.00	\$ 21.59	\$ 33.24	\$ 19.95	\$ 29.50	\$ 18.56
2	Student Chair (Soft Shell)- 16"	1425		\$ 21.00	\$ 23.33	\$ 42.74	\$ 21.54	\$ 29.50	\$ 21.25
3	Student Chair (Soft Shell)- 18"	48		\$ 22.00	\$ 25.00	\$ 47.49	\$ 24.29	\$ 30.00	\$ 22.28
4	Student Stack Chair (Hard Plastic) - 15 1/2"	526		\$ 47.00	\$ 40.00	\$ 42.74	\$ 37.94	\$ 43.00	\$ 38.60
5	Student Stack Chair (Hard Plastic) - 17 1/2"	12		\$ 50.00	\$ 41.11	\$ 47.49	\$ 40.78	\$ 43.00	\$ 38.60
6	Student Open Front Desk with Book Box	1118		\$ 42.00	\$ 45.12		\$ 65.76	\$ 77.70	\$ 51.00
7	Adjustable Height Sit/Stand Teacher Desk (30"D x 60"Wx23.5"-49.5"H)	77	\$ 1,481.11	\$ 1,359.00					
8	Computer Tables - (24"Dx60"Wx22"-32"H)	75	\$ 354.88	\$ 348.00	\$ 324.71	\$ 189.05	\$ 393.33		\$ 175.31
9	Markerboard Activity Table - 48" x 72" (Kidney - Standard Adj. Height)	74		\$ 222.00	\$ 192.94		\$ 168.36	\$ 196.00	\$ 150.00
10	Activity Table - 30" x 60" (Rectangle - Standard Adjustable Height)	35		\$ 89.00	\$ 96.47	\$ 189.05	\$ 103.66	\$ 119.00	\$ 69.71
11	Activity Table - 30" x 72" (Rectangle - Standard Adjustable Height)	60		\$ 100.00	\$ 98.82	\$ 217.55	\$ 110.16	\$ 126.59	\$ 77.96
12	Entry Mats	18	\$ 90.61				\$ 88.13		
13	Wastebaskets	108	\$ 10.50				\$ 8.50		\$ 21.20
14	Semi Circle Alpha Shapes Rug - 68"x13'4"	23		\$ 318.00		*\$274.55	\$ 283.64		
15	Upholstered Chair	25				No Bids			
16	Double-Sided Magnetic Whiteboard Easel	23		\$ 260.00		\$ 331.55	\$ 176.58		\$ 218.38

Must purchase together
(Overall Low)

Must purchase together
(Overall Low)

**Bid #3174
Classroom Furniture**

Item #	Description	Quantity	A-Z Office	Ernie Morris	Guy Brown Interiors	Lakeshore	School Specialty	TennEdd	Virco
Growth Positions									
17	Chair Desk 17 1/2"				\$ 100.69				\$ 99.80
18	Stack Chair 13 1/2"				\$ 38.89	*\$33.24	\$ 37.50		\$ 37.30
19	Stack Chair 15 1/2"				\$ 41.11	\$ 42.74	\$ 39.77		\$ 38.60
20	Stack Chair 17 1/2"				\$ 41.11	\$ 47.49	\$ 42.05		\$ 38.60
21	Stack Chair 17 1/2" with Casters				\$ 55.00		\$ 62.50		
22	Stool (Adjustable Height)				\$ 66.40		\$ 51.11		\$ 47.00
					\$ 54.00				
23	Student Open Front Desk with Wire Basket				\$ 72.29		\$ 64.44		\$ 65.50
24	Student Open Front Desk with Book Box				\$ 48.75		\$ 64.77		\$ 51.00
25	Storage Cabinet		\$ 336.71		\$ 248.85	\$ 664.05	\$ 363.55		
26	Teacher's Desk		\$ 444.44		\$ 562.33		\$ 492.04		
27	Teacher's Chair		\$ 101.68		\$ 94.50		\$ 112.13		
28	Posture Stool with Foot Ring		\$ 148.42		\$ 167.47		\$ 152.85		
29	Teacher's Cart		\$ 785.22		\$ 444.71		\$ 590.00		
30	Adj. Height Sit/Stand Teacher Desk		\$ 1,543.68						
31	Computer/Media Cart					\$ 265.05			
32	File Cabinet - 4 drawer (letter) with lock		\$ 191.47		\$ 157.36		\$ 235.91		
33	File Cabinet - 4 drawer (legal) with lock		\$ 224.27		\$ 179.90		\$ 270.20		

**Bid #3174
Classroom Furniture**

Item #	Description	Quantity	A-Z Office	Ernie Morris	Guy Brown Interiors	Lakeshore	School Specialty	TennEdd	Virco
34	File Cabinet - 2 drawer (letter) with lock		\$ 142.27		\$ 119.21		\$ 165.20		
35	File Cabinet - 2 drawer (legal) with lock		\$ 173.02		\$ 138.29		\$ 209.34		
36	Bookcase - Three Shelf		\$ 103.73		\$ 101.44	\$ 217.55	\$ 133.56		
37	Bookcase - Four Shelf		\$ 155.39		\$ 137.42	\$ 265.05	\$ 204.33		
38	Laminate Top - Wood Grain Must be compatible with #36 & #37		\$ 89.79		\$ 72.39		\$ 89.57		
39	Activity Table - 30" x 60" (Rectangle with Adjustable Height)					\$ 189.05	\$ 111.11		\$ 69.71
40	Activity Table - 60" x 66" (Horseshoe with Adjustable Height)				\$ 178.82	\$ 331.55	\$ 172.74		\$ 146.50
41	Activity Table - 48" x 72" (Kidney with Adjustable Height)				\$ 134.12	\$ 303.05	\$ 141.97		\$ 131.50
42	Activity Table - 48" (Round with Adjustable Height)				\$ 92.94	\$ 227.05	\$ 106.18		\$ 87.60
43	Activity Table - 30" x 60" (Trapezoid with Adjustable Legs)				\$ 91.76		\$ 92.80		\$ 79.60
44	Activity Table -24" x 48" (Trapezoid with Adjustable Legs)				\$ 74.54		\$ 79.56		\$ 70.50
45	Markerboard Activity Table - 48" x 72" - (KidneyTable Adjustable Height)				\$ 192.94		\$ 159.88		
46	Folding Utility Table - 30" x 72"						\$ 131.11		
47	Folding Utility Table - 36" x 96"						\$ 167.78		
48	Science Table - 48" x 24" x 30" (without compartments)		\$ 427.77		\$ 258.55		\$ 337.27		

Bid #3174
Classroom Furniture

Item #	Description	Quantity	A-Z Office	Ernie Morris	Guy Brown Interiors	Lakeshore	School Specialty	TennEdd	Virco
49	Science Table - 48" x 24" x 30" (with compartments)		\$ 455.70		\$ 276.73		\$ 368.30		
50	Computer Tables with Casters		\$ 400.25		\$ 156.14		\$ 325.74		
51	Smith Systems Comp.Tables with glides - 60"W x 24"D x 22-32"H		\$ 449.41		\$ 345.00	*\$189.05	\$ 426.89		
52	ValuBilt Computer Tables with glides - 60"W x 24"D x 29"H		\$ 462.39						
53	ABCO Computer Tables with glides - 60"W x 24"D x 24"-32"H		\$ 371.00				\$ 340.91		
54	Lockers		No Bids						
55	Mobile Cubbie					\$ 431.30	\$ 267.76		
56	Coat Cubbie				\$ 395.15	\$ 436.05	\$ 286.00		
57	Magnetic Flannel Easel		\$ 113.42		\$ 129.89	\$ 236.55	\$ 95.06		
58	Chart Stand		\$ 62.12			\$ 47.49	\$ 39.44		
59	Magnetic Double Sided Whiteboard Easel					\$ 331.55	\$ 187.71		
60	Area Rug/Classroom 9' x 12' (Solid Colors)				\$ 189.10	\$ 331.55	\$ 169.89		
61	Area Rug/Classroom 8'3" x 11'8" (Oval Alphabet Rug)				*\$189.10	\$ 445.55	\$ 329.39		
62	Semi-Circle Classroom Rug 6'8" x 13'4" (Alpha Shapes)					*\$274.55	\$ 298.83		
63	Entry Mats		\$ 99.20				\$ 109.85		
64	27" GBC Laminator		\$ 1,691.41				\$ 1,790.91		

Bid #3174
Classroom Furniture

Item #	Description	Quantity	A-Z Office	Ernie Morris	Guy Brown Interiors	Lakeshore	School Specialty	TennEdd	Virco
65	25" Roll Laminator						\$ 1,804.71		
66	Horizontal Paper Roll Rack					\$ 312.55	\$ 397.76		
67	First Aid Recovery Couch		\$ 795.00		\$ 571.63		\$ 350.74		
68	Magne-Rite Dry Erase Boards 4' x 4'		\$ 195.55		\$ 110.31	*\$75.99	\$ 149.58		
69	Magne-Rite Dry Erase Boards 4' x 6'		\$ 234.44		\$ 154.63		\$ 194.45		
70	Magne-Rite Dry Erase Boards 4' x 8'		\$ 270.25		\$ 195.05		\$ 220.89		
71	Bulletin Boards - Cork 4' x 4'		\$ 154.44		\$ 63.13	*\$75.99	\$ 81.00		
72	Bulletin Boards - Cork 4' x 6'		\$ 177.77		\$ 89.21		\$ 102.34		
73	Rocking Chair - Adult						\$ 151.25		
74	Angeles Quiet Divders 48" x 6'				\$ 337.81	*\$122.55	\$ 295.59		
75	Angeles Quiet Divders 48" x 10'				\$ 471.39		\$ 412.46		
76	Angeles Quiet Divider Support Feet				\$ 31.39		\$ 27.46		
77	Angeles Baseline Chairs - 9"				\$ 27.46	*\$28.49	\$ 24.03		
78	Angeles Baseline Chairs - 11"				\$ 29.03	*\$31.34	\$ 25.40		
79	Angeles Baseline Chairs - 13"				\$ 29.81	*\$33.24	\$ 26.09		
80	Angeles Tables - Rectangle 30"W x 72"L x 20"H				\$ 290.67	*\$217.55	\$ 239.38		
81	Angeles Tables - Square 30"W x 30"L x 20"H				\$ 164.96	*\$160.55	\$ 135.85		
82	Angeles Tables - Kidney 38"W x 65"L x 20"H				\$ 306.39	*\$255.55	\$ 281.73		

Bid #3174
Classroom Furniture

Item #	Description	Quantity	A-Z Office	Ernie Morris	Guy Brown Interiors	Lakeshore	School Specialty	TennEdd	Virco
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Mailed to 54 vendors
 47 vendors did not respond

*Item bid does not meet bid specifications

Recommend: Motion to award to lowest and best bidder as shown.

To be funded through Building Program, GPS, and individual schools.

Bid #3175 - Floor Care Products

Company	Heavy Duty Stripper (5 gallon)	Sealer / Finisher (5 gallon)	Brand
A-Z Office	\$ 51.30	\$ 59.40	Carroll
American Paper & Twine	\$ 35.60	\$ 49.04	Spartan
Buckeye	\$ 38.50	\$ 54.91	Buckeye
Chemsearch FE	\$ 135.15	\$ 112.00	Chemsearch
Cosgrove	\$ 25.20	\$ 38.40	NCL
Cosgrove	\$ 24.28	\$ 42.45	Betco
Ecolab	\$ 53.47	\$ 56.30	Ecolab
**IPAX Atlantic, LLC	\$ 18.95	\$ 36.95	IPAX
Kelsan	\$ 24.93	\$ 44.51	Bright Solutions
United Laboratories	*\$26.50	*\$80.95	United Laboratories

Mailed to 22 vendors

*Does not include shipping

12 vendors did not respond

**Ipax brand was used last year and it was poor quality and they provided unsatisfactory service.

Recommend: Motion to award to Cosgrove for overall lowest and best bid.

To be funded through the Maintenance Department.

Bid #3176 - Replacement LED Sign Panels (Eagleville School)

Company Name	Replacement LED Sign Panels	Days to Deliver
Golden Rule Signs	\$ 16,790.14	8 weeks
Joslin & Son Signs, Inc.	\$ 22,916.20	6-8 weeks
Sign & Wonders Co.	\$ 22,500.00	14 days
VisuaCorp	\$ 17,902.00	60 days

Mailed to 22 vendors
18 vendors did not respond

Recommend: Motion to award to Golden Rule Signs for lowest and best bid.

To be funded through Eagleville School.

25 Hour Title I Funded Extended Contract at Cedar Grove Elementary School

Assistant Principal Paige Jorge will complete one twenty-five hour extended contract for the Summer Bridges summer school program.

- 1) Six teachers will be conducting an extended contract under the supervision of Assistant Principal Paige Jorge the week of July 11-15. Mrs. Jorge will serve as the building supervisor overseeing the summer school activities at Cedar Grove. Principal Mark Gullion will serve as supervisor the week of July 18-22. The summer school program will allow students to receive front loaded Reading and Math skills prior to beginning the next grade level of instruction. The Summer Bridges program will target Tier 2 and Tier 3 students struggling in Reading and/or Math skills. AIMSweb universal screening data, drill down test data, and classroom performance data was used to identify the Tier 2 and 3 students during the 2015-2016 school year. These students are identified most at risk of achieving at grade level, therefore, continued remediation is critical. The Summer Bridges program will provide small group instruction on identified essential skills for the up-coming grade level. Targeting these essential skills will increase the probability of student confidence and success in the new grade level.
- 2) Dates of the extended contract are: July 11-15, 2016
7:00 – 12:00 (Monday – Friday)

The total cost is \$428.75. This includes an hourly rate of \$17.15 for the 25 hour extended contract plus taxes and benefits. The Cedar Grove Elementary School FY16 Title I funds will pay for 100% of the cost for these contracts.

Approve a 25 hour extended contract with Paige Jorge for supervisory duties for the Summer Bridges program.

Title I

RUTHERFORD COUNTY

Title I

EXTENDED CONTRACT APPLICATION

Upon approval, this application becomes your contract

Summer School Program

Please print:

Name: Paige Katherine Jorge

First Middle Last

Address: _____

Street City State Zip Code
School Assigned: Cedar Grove Last 4 digits of S.S. # _____

School Phone: _____ Home Phone: _____ E-mail: _____

Career Ladder Status: (Circle) I II III Non-C.L. Years experience: 11

Certification Areas: (By name) Elementary K-8, Administration

Circle type of contract requested

1. SUMMER PROGRAM:

- a. Written proposal must be attached
- b. Teacher contracted must be a renewal to teach Summer School
- c. Enrollment minimum of 8 per teacher required for program to "make"

2. Other: (briefly describe) _____

Number of Contract hours: 25 Paid @ a rate of 17.15 per hour.

*Contracts are for number of hours set by school's principal.

**Documentation is a requirement for Title I Extended Contracts. Failure to do so may result in cancellation of the contract with no payment.

***No change can be made to an extended contract without prior approval from your principal and Title I Coordinator, Amy Wise. Failure to do so may result in cancellation of the contract with no payment.

*APPLICANT'S SIGNATURE: Paige Jorge

DATE: 2/18/16

**PRINCIPAL'S SIGNATURE: Mah R. Jell

DATE: 02-18-2016

***BOARD CHAIR'S SIGNATURE: _____

DATE: _____

(Rutherford County Finance Dept. determines how Extended Contract payments will be issued.)

The Title I Program does not discriminate on the basis of race, national origin, sex, handicap or age.

A. Wise

Transportation – Bus #174 Voluntary Contract Termination

Pursuant to Section 16.1 of the Rutherford County Board of Education Bus Contract the Transportation Department has received a letter dated March 8, 2016 from Sharon R. Lane, contractor of Bus #174, requesting voluntary termination of her contract with the Board. The Transportation Department is prepared to offer this contract to the next available person on the appropriate priority list.

Approve voluntary termination of the Bus Contract from Sharon R. Lane, Bus #174, effective as soon as possible.



Rutherford County Schools

Mutual Fund Performance Information
Average Annual Returns (%) as of December 31, 2015

Asset Category Fund Name	Ticker	3-Month Return	YTD Return	1-Year Return	3-Year Return	5-Year Return	10-Year return	Expense Ratio	Mstar Rating	% Mstar Rank Cat 12 Mo	% Mstar Rank Cat 3 Yr	% Mstar Rank Cat 5 Yr	Fund Revenue			
Foreign Large Growth																
American Funds Europacific Growth R6	RERGX	2.97	-0.48	-0.48	5.45	3.99	4.84	0.49	3	66	36	43	0.00			
Foreign Large Blend																
Vanguard Developed Markets Idx Admiral	VTMGX	3.94	-0.18	-0.18	4.75	3.58	3.17	0.09	**	**	**	**	0.00			
Foreign Large Value																
DFA International Core Equity I	DFIEX	3.98	-0.21	-0.21	5.01	3.14	3.63	0.38	4	32	27	30	0.00			
World Stock																
American Funds New Perspective R6	RNPGX	6.84	5.63	5.63	11.65	9.35	7.73	0.45	4	6	11	8	0.00			
Real Estate																
Vanguard REIT Index Adm	VGSLX	7.04	2.39	2.39	10.97	11.80	7.57	0.12	**	**	**	**	0.00			
Small Growth																
Janus Venture N	JVTNX	5.62	-0.66	-0.66	15.96	13.33	9.87	0.67	5	29	8	3	0.00			
Small Blend																
Vanguard Small Cap Index Adm	VSMAX	3.11	-3.64	-3.64	12.60	10.43	7.95	0.09	**	**	**	**	0.00			
Small Value																
DFA US Targeted Value I	DFVFX	2.01	-5.72	-5.72	11.55	9.17	6.74	0.37	4	46	27	24	0.00			
Mid-Cap Growth																
JPMorgan Mid Cap Growth R6	JMGMX	3.66	3.01	3.01	17.78	12.33	8.95	0.74	4	15	4	11	0.00			
Mid-Cap Blend																
Vanguard Mid Cap Index Adm	VIMAX	3.44	-1.34	-1.34	14.90	11.52	7.90	0.09	**	**	**	**	0.00			
Mid-Cap Value																
Wells Fargo Special Mid Cap Value R6	WFPRX	2.29	-2.65	-2.65	14.94	12.42	8.62	0.79	5	24	8	2	0.00			
Large Growth																
Vanguard US Growth Admiral™	VWUAX	8.33	8.61	8.61	18.61	14.49	7.62	0.33	4	12	9	6	0.00			
Large Blend																
Vanguard 500 Index Admiral	VFIAX	7.04	1.36	1.36	15.09	12.53	7.30	0.05	**	**	**	**	0.00			
Large Value																
American Funds Washington Mutual R6	RWMGX	7.38	0.12	0.12	13.90	12.35	7.14	0.30	5	8	13	6	0.00			
Moderate Allocation																
Vanguard Wellington™ Admiral™	VWENX	4.05	0.14	0.14	9.64	9.07	7.37	0.18	5	17	11	4	0.00			
High Yield Bond																
Invesco High Yield R6	HYIFX	-0.69	-2.67	-2.67	2.09	4.88	6.48	0.61	3	34	29	23	0.00			
Intermediate-Term Bond																
Vanguard Total Bond Market Index Adm	VBTLX	-0.60	0.40	0.40	1.33	3.13	4.47	0.07	**	**	**	**	0.00			
Western Asset Core Plus Bond IS	WAPSX	0.22	1.32	1.32	2.63	4.59	5.75	0.43	5	7	4	5	0.00			
Inflation Protected																
DFA Inflation-Protected Securities I	DIPSX	-1.12	-1.22	-1.22	-2.52	2.66	NA	0.12	4	19	32	2	0.00			
Money Market																
Invesco Short Term Inv Gov&Agcy Instl	AGPXX	0.01	0.03	0.03	0.02	0.02	1.27	0.13	NA	NA	NA	NA	0.00			
Stable Value																
VALIC Fixed Interest Option	NA	0.53	2.15	2.15	2.21	2.51	3.10	NA	NA	NA	NA	NA	0.00			
								Core Line-up Averages:								
								0.33					4	24	17	13
Target Date																
American Funds 2015 Trgt Date Retire R6	RFJTX	2.35	-0.62	-0.62	7.04	6.96	NA	0.36	5	18	1	1	0.00			
American Funds 2020 Trgt Date Retire R6	RRCTX	3.04	0.19	0.19	8.28	7.72	NA	0.37	5	4	1	1	0.00			

American Funds 2025 Trgt Date Retire R6	RFDTX	3.51	0.13	0.13	9.75	8.63	NA	0.40	5	3	1	1	0.00
American Funds 2030 Trgt Date Retire R6	RFETX	4.41	0.47	0.47	10.56	9.10	NA	0.41	5	2	1	1	0.00
American Funds 2035 Trgt Date Retire R6	RFFTX	4.86	0.59	0.59	10.69	9.13	NA	0.42	5	1	1	1	0.00
American Funds 2040 Trgt Date Retire R6	RFGTX	4.97	0.58	0.58	10.87	9.22	NA	0.42	5	1	1	1	0.00
American Funds 2045 Trgt Date Retire R6	RFHTX	5.09	0.64	0.64	10.89	9.24	NA	0.44	5	1	1	1	0.00
American Funds 2050 Trgt Date Retire R6	RFITX	5.12	0.65	0.65	10.91	9.25	NA	0.44	5	1	2	1	0.00
American Funds 2055 Trgt Date Retire R6	RFKTX	5.13	0.63	0.63	10.88	9.23	NA	0.47	5	1	4	1	0.00
American Funds 2060 Trgt Date Retire R6	RFUTX	5.00	NA	NA	NA	NA	NA	0.47	NA	NA	NA	NA	0.00

An investment in a money market fund is not insured or guaranteed by the Federal Deposit Insurance Corporation (FDIC) or any other government agency. While the fund seeks to preserve the value of your investment at \$1 per share, it is subject to potential loss of principal.

The performance data quoted represents past performance. Current performance may be higher or lower than the performance stated due to recent market volatility. Past performance does not guarantee future result. Investment return and principal value will fluctuate so an investor's shares, when redeemed, may be worth more or less than their original cost. Please visit www.VALIC.com for month-end performance.

Performance data prior to the inception date of the new class of funds is hypothetical and reflects historical returns of an existing share class at net asset value adjusted to reflect the additional 12B-1 fees relating to the new class of funds. Mutual funds are classified according to Morningstar. Several of these funds, returns were achieved during favorable market conditions. There can be no assurance that the funds will continue to achieve substantially similar performance as they previously experienced. The investment return and principal value will fluctuate so an investor's shares, when redeemed, may be worth more or less than their original cost. Data Source: Morningstar

Generally, higher potential returns involve greater risk and short-term volatility. For example, small-cap, mid-cap, sector and emerging funds can experience significant price fluctuation due to business risks and adverse political developments. International (global) and foreign funds can experience price fluctuation due to changing market conditions, currency values, and economic and political climates. High-yield bond funds, which invest in bonds that have lower ratings, typically experience price fluctuation and a greater risk of loss of principal and income than when investing directly in U.S. government securities such as U.S. Treasury bonds and bills, which are guaranteed by the government for repayment of principal and interest if held to maturity. Fund shares are not insured and are not backed by the U.S. government, and their value and yield will vary with market conditions. Mortgage-related funds' underlying mortgages are more likely to be prepaid during periods of declining interest rates, which could hurt the fund's share price or yield and may be prepaid more slowly during periods of rapidly rising interest rates, which might lengthen the fund's expected maturity. Investors should carefully assess the risks associated with an investment in the fund.

The principal value of an investment is not guaranteed at any time including at or after the target maturity date.

Morningstar measures risk-adjusted returns and ratings reflect historical risk-adjusted performance. The overall rating is a weighted average based on a fund's three-, five- and ten-year star rating. These ratings are subject to change every month.

The Overall Morningstar Rating for a fund is derived from a weighted average of the performance figures associated with its three-, five- and ten-year (if applicable) Morningstar Rating metrics. Morningstar Rating is for the A share class only/ other classes may have different performance characteristics. Past performance is not a guarantee of future results.

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VALIC declares a portfolio interest rate monthly for the Fixed-Interest Option. That declared portfolio interest rate is guaranteed until the end of that month and is credited to all new and old deposits as well as credited interest. The contractual lifetime minimum guaranteed interest rate is 1.00%; however, VALIC guarantees -- for calendar year 2014 -- a minimum portfolio interest rate of 1.00%. All interest is compounded daily at the declared annual effective rate. VALIC's interest-crediting policy is subject to change, but any changes will not reduce the current rate below the contractually guaranteed minimum or money already credited to the account. All guarantees are backed by the claims-paying ability of The Variable Annuity Life Insurance Company.

Investors should carefully consider the investment objectives, risks, fees, charges and expenses before investing. This and other important information is contained in the prospectus, which can be obtained from your financial professional or visit www.VALIC.com [or customer website] and click on Access ePrint at the right-hand side of the screen. Enter ["your Group ID" OR insert group's ID #] in the Login field and click Continue. Click on Funds at the left-hand side of the screen, and the funds available for your plan will be displayed. You can also request a copy by calling 1-800-428-2542. Read the prospectuses carefully before investing.

Securities and investment advisory services are offered through VALIC Financial Advisors, Inc., Member FINRA, SIPC and an SEC-registered investment advisor.

**** Policy Form [GFUA-XX], a group fixed annuity issued by The Variable Annuity Life Insurance Company.**

VALIC represents The Variable Annuity Life Insurance Company and its subsidiaries, VALIC Financial Advisors, Inc. and VALIC Retirement Services Company.

	Advantage XPO			Appleton		
	1/2 Day	Full Day	Extended	1/2 Day	Full Day	Extended
	Rate	Rate	Cost	Rate	Rate	Cost
Full Day:						
Licensed after 20 consec. days		150.77	57,292.60		168.00	63,840.00
Retired Teacher w/ Degree & License		98.08	-		105.00	-
w/ Degree & License		92.22	460,454.46		98.00	489,314.00
Unlicensed sub		86.37	1,574,352.36		91.00	1,658,748.00
Two Half Days						
Licensed after 20 consec. days	80.26	160.52	963.12	84.00	168.00	1,008.00
Retired Teacher w/ Degree & License	53.91	107.82	-	52.50	105.00	-
w/ Degree & License	50.99	101.98	48,236.54	49.00	98.00	46,354.00
Unlicensed sub	48.06	96.12	213,338.34	45.50	91.00	201,974.50
Blended Days - 2 Different 1/2 Days:		88.74	3,283.47			3,472.00
Totals			\$ 2,357,920.89			\$ 2,464,710.50
Option 1 \$5 per Day Raise			151,874.99			181,650.00
Cost w/ Option 1			\$ 2,509,795.88			\$ 2,646,360.50

	EDUStaff			Kelly Services		
	1/2 Day	Full Day	Extended	1/2 Day	Full Day	Extended
	Rate	Rate	Cost	Rate	Rate	Cost
Full Day:						
Licensed after 20 consec. days		148.80	56,544.00		161.40	61,332.00
Retired Teacher w/ Degree & License		93.00	-		100.88	-
w/ Degree & License		86.80	433,392.40		94.15	470,090.95
Unlicensed sub		80.60	1,469,176.80		87.43	1,593,674.04
Two Half Days						
Licensed after 20 consec. days	74.40	148.80	892.80	80.70	161.40	968.40
Retired Teacher w/ Degree & License	46.50	93.00	-	50.44	100.88	-
w/ Degree & License	43.40	86.80	41,056.40	47.08	94.16	44,537.68
Unlicensed sub	40.30	80.60	178,891.70	43.71	87.42	194,028.69
Blended Days - 2 Different 1/2 Days:			3,075.20			3,335.74
Totals			\$ 2,183,029.30			\$ 2,367,967.50
Option 1 \$5 per Day Raise			160,890.00			164,977.55
Cost w/ Option 1			\$ 2,343,919.30			\$ 2,532,945.05
	did not meet all terms of RFP			did not meet all terms of RFP		

		Parallel			PESG		
	1/2 Day	Full Day	Extended		1/2 Day	Full Day	Extended
	Rate	Rate	Cost		Rate	Rate	Cost
Full Day:							
Licensed after 20 consec. days		160.80	61,104.00			149.95	56,981.00
Retired Teacher w/ Degree & License		101.25	-			93.73	-
w/ Degree & License		94.50	471,838.50			87.47	436,737.71
Unlicensed sub		87.75	1,599,507.00			81.23	1,480,660.44
Two Half Days							
Licensed after 20 consec. days	80.40	160.80	964.80		82.40	164.80	988.80
Retired Teacher w/ Degree & License	50.63	101.26	-		51.51	103.02	-
w/ Degree & License	47.25	94.50	44,698.50		48.07	96.14	45,474.22
Unlicensed sub	43.88	87.76	194,783.32		44.64	89.28	198,156.96
Blended Days - 2 Different 1/2 Days:			3,347.40				3,099.15
Totals			\$ 2,376,243.52				\$ 2,222,098.28
Option 1 \$5 per Day Raise			175,145.04				163,706.86
Cost w/ Option 1			\$ 2,551,388.56				\$ 2,385,805.14
			did not meet all terms of RFP				

	PESG Alternate			PCG		
	1/2 Day	Full Day	Extended	1/2 Day	Full Day	Extended
	Rate	Rate	Cost	Rate	Rate	Cost
Full Day:						
Licensed after 20 consec. days		161.95	61,541.00		156.00	59,280.00
Retired Teacher w/ Degree & License		101.23	-		98.25	-
w/ Degree & License		94.47	471,688.71		91.70	457,858.10
Unlicensed sub		87.73	1,599,142.44		85.15	1,552,114.20
Two Half Days						
Licensed after 20 consec. days	94.40	188.80	1,132.80	81.00	162.00	972.00
Retired Teacher w/ Degree & License	59.01	118.02	-	51.00	102.00	-
w/ Degree & License	55.07	110.14	52,096.22	47.60	95.20	45,029.60
Unlicensed sub	51.14	102.28	227,010.46	44.20	88.40	196,203.80
Blended Days - 2 Different 1/2 Days:			3,347.15			3,248.20
Totals			\$ 2,415,958.78			\$ 2,314,705.90
Option 1 \$5 per Day Raise			178,028.11			170,645.63
Cost w/ Option 1			\$ 2,593,986.89			\$ 2,485,351.53
				did not meet all terms of RFP		

		PCMI		Source 4 Teachers		
	1/2 Day	Full Day	Extended	1/2 Day	Full Day	Extended
	Rate	Rate	Cost	Rate	Rate	Cost
Full Day:						
Licensed after 20 consec. days		151.20	57,456.00		160.80	61,104.00
Retired Teacher w/ Degree & License		94.50	-		100.50	-
w/ Degree & License		88.20	440,382.60		93.80	468,343.40
Unlicensed sub		81.90	1,492,873.20		87.10	1,587,658.80
Two Half Days						
Licensed after 20 consec. days	75.60	151.20	907.20	80.40	160.80	964.80
Retired Teacher w/ Degree & License	47.25	94.50	-	50.25	100.50	-
w/ Degree & License	44.10	88.20	41,718.60	46.90	93.80	44,367.40
Unlicensed sub	40.95	81.90	181,777.05	43.55	87.10	193,318.45
Blended Days - 2 Different 1/2 Days:						
			3,124.80			3,323.20
Totals			\$ 2,218,239.45	\$ 2,359,080.05		
Option 1 \$5 per Day Raise			163,485.00	173,865.00		
Cost w/ Option 1			\$ 2,381,724.45	\$ 2,532,945.05		
			did not meet all terms of RFP	did not meet all terms of RFP		

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Monitoring: Review: Annually, in February	Descriptor Term: Sick Leave	Descriptor Code: 5.302	Issued Date:
		Rescinds:	Issued:

1 The time allowed for sick leave for professional personnel shall be one (1) day for each month employed
2 during the school year and shall accumulate for an unlimited number of days.

3 Sick leave shall be defined as: illness of a teacher from natural causes or accident, quarantine, or illness
4 or death of a member of the immediate family of a teacher, including the teacher's wife or husband,
5 parents, grandparents, children, grandchildren, brothers, sisters, mother-in-law, father-in-law, daughter-
6 in-law, son-in-law, brother-in-law, and sister-in-law.²

7 A signed statement listing the cause of absence shall be provided by the employee on forms furnished
8 by the director of schools and shall promptly be given to the immediate supervisor in support of all
9 claims for sick leave pay. A falsified statement shall be grounds for dismissal.

10 A certificate from the physician on forms furnished by the Board may be required in support of any claim
11 for sick leave pay and will always be required in support of absences for more than five (5) consecutive
12 days. The procedures for long term leave are covered in Board Policy 5.304 Long-Term Leaves of
13 Absence.

14 Permanent, cumulative sick leave records for each active professional employee shall be kept in the
15 director of schools' office.

16 A teacher, upon employment, may transfer his/her accumulated sick leave from another Tennessee
17 school system, provided that the director of schools of the system in which the accumulated leave was
18 held provides notarized verification.¹

19 Sick leave for maternity purposes may be taken during the period of physical disability only. A teacher
20 may use up to thirty (30) days of accumulated sick leave for the adoption of a child. If both adoptive
21 parents are teachers, only one parent may request leave. Written verification from the adoption agency
22 or other entity handling the adoption shall be required before the leave is granted.¹

23 All Personnel shall be granted bereavement leave up to **two (2) days per event** in the event of death of an
24 immediate family member. Immediate family member shall include the employee's wife, husband,
25 parents, grandparents, children, grandchildren, brothers, sisters, mother-in-law, father-in-law, daughter-
26 in-law, son-in-law, brother-in-law and sister-in-law.

27 The time allowed(days earned for sick leave shall be one (1) day for each month an employee is
28 employed.

29 **SUPPORT PERSONNEL**

30 Support personnel shall earn one (1) day of sick leave for each month an employee is employed.

1 At the termination of the employment of any employee, all unused sick leave accumulated by the
2 employee shall be forfeited.

3 The immediate supervisor may require a physician's certificate stating the reason for absence.

4 **SICK LEAVE BANK**

5 The purpose of the sick leave bank is to provide sick leave to all employees who have suffered an
6 unplanned personal illness, injury, disability, or quarantine and whose personal sick leave is exhausted.

7 To form a sick leave bank, a minimum of twenty (20) employees from the school system shall petition
8 the Board for permission to establish a sick leave bank. Upon approval, sick leave bank trustees shall
9 be appointed and shall operate as the governing body of the sick leave bank and shall enacted rules and
10 regulations consistent with state law.⁵ Employees wishing to participate shall initially give a maximum
11 of three (3) days of sick leave. These days are to be deducted from the employee's personal accumulation
12 and donated to the sick leave bank. Donations of sick leave to the bank are nonrefundable and
13 nontransferable.³

14 At any time the number of days in the sick leave bank is less than twenty (20), or one (1) per employee
15 if there are more than twenty (20) members, or at any time deemed advisable, the trustees shall assess
16 each member one (1) or more days of accumulated sick leave. If an employee has no accumulated sick
17 leave at the time of assessment, the first earned days shall be donated as they are accrued by the
18 employee.³

19 An employee who is a member of the sick leave bank may request an allotment of days (for the
20 employee's personal illness only) in the manner designated by the trustees. The need for these days must
21 be verified by a statement from a doctor.

22 By written notice to the trustees, an employee may withdraw from bank participation on June 30 of any
23 year.⁴ Membership withdrawal results in forfeiture of all days contributed.

24 The sick leave bank shall be operated in accordance with state law.

Legal References

1. TCA 49-5-710
2. TRR/MS 0520-01-02-.04(2)
3. TCA 49-5-807
4. TCA 49-5-806
5. TCA 49-5-804; TCA 49-5-805

Cross References

- Family and Medical Leave 5.305
Physical Assault Leave 5.307

RUTHERFORD COUNTY BOARD OF EDUCATION

Monitoring: Review: Annually, in September	Descriptor Term: <h2 style="text-align: center;">Nepotism</h2>	Descriptor Code: 1.108	Issued Date:
		Rescinds:	Issued:

1 With the exception of substitute employees, members of an immediate family should not be assigned
 2 to the staff in the same school plant unless some unusual circumstance exists which makes it in the best
 3 interest of the educational program as approved by the director of schools, principals, assistant
 4 principals or other supervisors are prohibited from having an immediate family member working under
 5 their direct supervision. The director of schools may recommend exceptions to this policy; however,
 6 all exceptions require prior approval of the Board of Education.

7 Whenever a person is considered by the director of schools for initial employment in the system and
 8 that person is related to a member of the Board, the director of schools, an administrator in the system,
 9 a county commissioner, or any appointed or elected county official, the relationship shall be ~~publicly~~
 10 made known to the Board prior to the employment of such person.¹

11 If a member of the Board has a relative who is an employee in the system, prior to voting on any
 12 matter of business that may have an effect upon the employment of the relative, the member shall
 13 declare such relationship. In making such a declaration, the member shall certify that his/her vote on
 14 the pending matter will be in the best interest of the school system.¹

15 No person shall supervise or be supervised by an employee if he/she is related to the employee.

16 For purposes of this policy, the terms “related to” and "relative" include the following relationships:
 17 spouse, parent, parent-in-law, child, son-in-law, daughter-in-law, grandparent, grandchild, brother,
 18 sister, uncle, aunt, nephew, niece, or any person who resides in the same household.

Legal References

1. TCA 49-2-202(a)(3)

Cross References

Assignment/Transfer of Personnel 5.115

RUTHERFORD COUNTY BOARD OF EDUCATION

Monitoring: Review: Annually, in February	Descriptor Term: Family and Medical Leave	Descriptor Code: 5.305	Issued Date:
		Rescinds:	Issued:

1 PURPOSE

2 To entitle employees to take reasonable leave for medical reasons, for the birth or adoption of a child, and for the
3 care of a child, spouse or parent who has a serious health condition.

4 ELIGIBILITY

5 Anyone who has been employed for at least twelve (12) months by the school system **and** ~~or~~ anyone who has at
6 least 1,250 hours of service (hours used for leave, even FMLA leave, shall not be credited for service for purposes
7 of FMLA eligibility¹) during the previous twelve-month period.²

8 GENERAL PRINCIPLES

- 9 1. Any employee shall be granted, upon request, up to twelve (12) weeks unpaid leave for the birth or
10 adoption of a child, the care of a child, spouse, or parent who has a serious health condition or for
11 qualifying exigencies arising out of the fact that the employee's spouse, child, or parent is on active duty,
12 or has been notified of an impending call or order to active duty, in support of a contingency operation.
- 13 2. Any employee on maternity leave shall be permitted to use accumulated sick leave during the period of
14 actual physical disability only. Otherwise, the maternity leave shall be unpaid leave. A teacher may use
15 up to thirty (30) days of accumulated sick leave for the adoption of a child. If both adoptive parents are
16 teachers, only one parent may request leave. Written verification from the adoption agency or other entity
17 handling the adoption shall be required before the leave is granted.⁴
- 18 3. A physician's statement may be required by the director of schools when determining the period of actual
19 physical disability.⁵
- 20 4. Request for leaves and extension of leaves shall conform to state law governing all leaves of absence.

21 QUALIFYING EXIGENCIES

22 Qualifying exigencies include:

23 Issues arising from a covered service member's short notice deployment (i.e., less days of notice) for a
24 period of seven days from the date of notification;

25 Military events and related activities, such as official ceremonies, programs, or events sponsored by the
26 military or family support or assistance programs and informational briefings sponsored or promoted by
27 the military, military service organizations, or the American Red Cross that are related to the active duty
28 or call to active duty status of a covered service member;

29 Making or updating financial and legal arrangements to address a covered service member's absence;

1 Attending counseling provided by someone other than a health care provider for oneself, the covered
2 service member, or the child of the covered service member, the need for which arises from the active
3 duty or call to active duty status of the covered service member;

4 Taking up to 15 days of leave to spend time with a covered service member who is on short-term
5 temporary, rest and recuperation leave during deployment;

6 Attending to certain post-deployment activities, including attending arrival ceremonies, reintegration
7 briefings and events, and other official ceremonies or programs sponsored by the military for a period of
8 90 days following the termination of the covered service member's active duty status, and addressing
9 issues arising from the death of a covered service member;

10 Any other event that the employee and employer agree is a qualifying exigency.

11 **MILITARY CAREGIVER LEAVE** ⁸

12 An eligible employee who is a spouse, child, parent, or next of kin of a covered service member or covered veteran
13 with a serious injury or illness shall be granted up to a total of 26 workweeks of unpaid leave during a “single 12-
14 month period” to care for the covered service member or covered veteran. A covered service member is a current
15 member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical
16 treatment, recuperation, or therapy, is otherwise in out-patient status, or is otherwise on the temporary disability
17 retired list, for a serious injury or illness. A covered veteran is an individual who was a member of the Armed
18 Forces at any time during the period of 5 years preceding the date of the medical treatment, recuperation, or
19 therapy that has a serious injury or illness who is currently receiving medical treatment, recuperation, or therapy.
20 The calculation of this 5-year period shall not include the interval of October 28, 2009 through March 8, 2013.

21 For covered service members, a serious injury or illness is one that was incurred by a service member in the line
22 of duty on active duty that may render the service member medically unfit to perform the duties of his or her
23 office, grade, rank, or rating. For covered veterans, a serious injury or illness is defined as:

- 24 i. A continuation of a serious injury or illness that was incurred or aggravated in the line of duty while
25 on active duty that rendered the veteran unable to perform the duties of the veteran's office, grade,
26 rank, or rating;
- 27 ii. A physical or mental condition for which the veteran has received a U.S. Department of
28 Veterans Affairs Service Related Disability Rating (VASRD) of 50 percent or higher and such
29 VASRD rating is based, in whole or in part, on the condition precipitating the need for military
30 caregiver leave;
- 31 iii. a physical or mental condition that substantially impairs the veteran's ability to secure or follow a
32 substantially gainful occupation by reason of a disability or disabilities related to military service, or
33 would do so absent treatment; or
- 34 iv. an injury, including a psychological injury, on the basis of which the veteran has been enrolled in the
35 Department of Veterans Affairs Program of Comprehensive Assistance for Family Caregivers.

36 The “single 12-month period” for leave to care for a covered service member or covered veteran with a serious
37 injury or illness begins on the first day the employee takes leave for this reason and ends 12 months later, regardless
38 of the 12-month period established by the employer for other types of FMLA leave. An eligible employee is
39 limited to a combined total of 26 workweeks of leave to provide care for a covered service member. ⁹ The
40 maximum of 26 workweeks may include no more than 12 workweeks of leave that is taken for the birth and care

1 of a newborn child, for placement of a child for adoption or foster care, for care of a parent who has a serious
2 health condition, or for the employee's own serious health condition.⁹

3 **RESTRICTIONS**

4 1. For foreseeable leave, the employee shall provide the director of schools with at least thirty (30) days
5 written notice before the beginning of the anticipated leave.

6 2. The director may require that a request for leave be supported by certification issued by a health care
7 provider with the following information:

8 a. the date on which the serious health condition commenced;

9 b. the probable duration of the condition;

10 c. the appropriate medical facts within the knowledge of the health care provider regarding the
11 condition; and

12 d. a statement that the eligible employee is needed to care for the son, daughter, spouse or parent
13 and an estimate of the amount of time that such employee is needed.

14 3. If there is any reason to doubt the validity of the certification provided, the director may require, at the
15 expense of the school system, an opinion of a second health care provider.

16 4. Once it has been established that the leave requested qualifies for FMLA, the director of schools/
17 designee shall notify the employee within two (2) business days (absent extenuating circumstances) that
18 —

19
20 Any leave taken pursuant to state leave statutes (paid vacation leave, personal leave, sick leave or
21 worker's compensation) shall run concurrently with FMLA leave.⁶

22
23 The notice may be given orally or in writing. If the notice is oral, it shall be confirmed in writing, no
24 later than the following pay day.⁷

25 5. Intermittent Leave - When a licensed employee requests foreseeable leave for planned medical treatment
26 and the employee would be on leave for greater than 20% of the total number of working days in the
27 period during which the leave would extend, the school may require that such employee elect either to
28 take the leave for periods of a particular duration, not to exceed the duration of the planned medical
29 treatment or to transfer temporarily to an available alternative position offered by the school system for
30 which the employee is qualified, and that has equivalent pay and benefits and better accommodates
31 recurring periods of leave.

32 6. Period Near the End of an Academic Term (Professional employees) - If leave is taken more than five (5)
33 weeks prior to the end of the term, the director of schools may require the employee to continue taking
34 leave until the end of the term if the leave is at least three (3) weeks of duration and the return of
35 employment would occur during the three (3) week period before the end of the term.

36
37 If the leave is taken five (5) weeks prior to the end of the term, the director of schools may require the
38 employee to continue taking leave until the end of the term if the leave is greater than two (2) weeks
39 duration and the return to employment would occur during the two (2) week period before the end of the
40 term.

- 1 7. Any employee eligible under state law who requests leave due to pregnancy, childbirth, or adoption shall
 2 be granted up to four (4) months leave.³ FMLA leave for birth and care of a newborn child or for placement
 3 of a child for adoption or foster care, shall run concurrently with the state leave.³
- 4 8. Spouses who are both eligible employees of the school district are limited to a combined total of 12
 5 workweeks of FMLA leave in a single 12-month period if the leave is taken for birth and care of a newborn
 6 child, for placement of a child for adoption or foster care, or to care for a parent who has a serious health
 7 condition.⁸ Under certain circumstances, spouses who share such leave may be eligible for limited
 8 amounts of additional leave for other qualifying FMLA reasons.^{8,9}

9 **REQUIREMENTS OF THE BOARD**

- 10 1. The employee shall be restored to the same position of employment or an equivalent position with no
 11 loss of benefits, pay or other terms of employment.
- 12 2. The employee shall be kept under any group health plan for the duration of the leave.
- 13 3. The Board may recover the premium paid under the following conditions:
 14 a. the employee fails to return from leave after the period of leave has expired.
 15 b. the employee fails to return to work for a reason other than the continuation, recurrence, or
 16 onset of a serious health condition or other circumstances beyond the control of the employee.

Legal References

1. *Hinson v. Tecumseh Products Co.*, 2000 U.S. App. LEXIS 26778, at *1—10 (6th Cir. Oct. 17, 2000)
2. Federal Family and Medical Leave Act 1993, 29 USCS § 2601, 2611—2619
3. TCA 49-5-702; TCA 4-21-408
4. TCA 49-5-710
5. TCA 49-5-710(a)(2)
6. 29 CFR § 825.207
7. OP Tenn. Atty Gen 94-006 (Jan 13, 1994); *Plant v. Morton International, Inc.*, 212 F. 3d 929, 932 (6th Cir. 2000)
8. 29 CFR § 825.127
9. 29 CFR § 825.120

Cross References

- Sick Leave 5.302
 Long Term Leaves 5.304

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Monitoring: Review: Annually, in October	Descriptor Term: Community Use of School Facilities	Descriptor Code: 3.206	Issued Date:
		Rescinds:	Issued:

1 When not in use for school purposes, school buildings and grounds or portions thereof may be used for
2 public, governmental, charitable, civic, recreational, cultural, and other purposes as approved by the
3 Board.^{1,2}

- 4 1. Requests for the use of a school's facilities shall be made at the office of the principal **at least**
5 **thirty (30) days prior to the date of use.**
- 6 2. **Unless exempted from fees as provided in this policy or by state law, any group or entity**
7 **desiring to use a school facility shall be required to pay the school system for the use of the**
8 **facilities in accordance with a fee schedule adopted by the Board of Education.**
- 9 3. **Student clubs and activities of a Rutherford County school, a parent-teacher association of a**
10 **Rutherford County school, organizations affiliated with a Rutherford County school, and**
11 **governmental entities of Rutherford County shall be permitted use of school facilities without**
12 **charge. Public schools of the State of Tennessee serving any grades between Kindergarten and**
13 **Twelfth grade shall also be allowed to use school facilities without charge for activities**
14 **associated with Rutherford County schools or if approved by the Director of Schools. Public**
15 **education schools and institutions, post-secondary education institutions, private universities**
16 **and colleges, and governmental entities or agencies that provide benefits to the Rutherford**
17 **County school system or have an in-kind relationship approved by the Director of Schools may**
18 **request the Board of Education to allow an exemption from the use of facilities fee which the**
19 **Board may allow or deny as determined in the sole discretion of the Board based upon the**
20 **details of the specific request.**
- 21 4. School facilities may not be used for private profit, except that unused facilities may be leased
22 for private day-care centers which provide educational and child care services to the
23 community;³
- 24 5. All activities must be under adult supervision and approved by the building principal. If
25 deemed necessary, the principal may assign a school employee to be present. The group using
26 the facilities will be responsible for any damage to the building or equipment.
- 27 6. **Groups receiving permission for building use are restricted to the dates and hours approved and**
28 **to the building area and facilities indicated, unless requested changes are approved by the**
29 **principal. Entry into other areas of the facility will be considered trespassing. The permission**
30 **granted for each group may not be extended to other groups or individuals.**
- 31 7. **Groups receiving permission for building use are responsible for the observance of all fire and**
32 **safety regulations at all times; Groups will be required to agree to consult with the Principal or**
33 **designee about compliance with the existing school safety plan as a part of their use. The**
34 **number of attendees may not exceed the number authorized and must be in compliance with**
35 **local fire codes.**
- 36 8. **The use of alcoholic beverages, weapons or explosives, drugs or tobacco, profane language, or**
37 **gambling in any form is not permitted in school buildings;**

- 1 9. During emergencies or disasters, the Board will cooperate with recognized agencies, such as
- 2 the Red Cross, National Guard and Civil Defense to make suitable facilities available without
- 3 charge;
- 4 10. When school kitchens are used, at least one member of the cafeteria staff must be present to
- 5 supervise the use of equipment;
- 6 11. The Board will approve and periodically review a fee schedule for the use of school facilities
- 7 by community or civic organizations and other non-profit groups.
- 8 12. The director of schools shall develop procedures and forms to effectively implement this
- 9 policy. Use of school facilities by a group or entity which is not exempt from the use of
- 10 facilities fee are subject to the following rules and requirements:
- 11 A. A period of use not to exceed one calendar year may be allowed upon request and
- 12 may be renewed at the discretion of the Board for additional terms of one year each
- 13 up to a maximum of ten years.
- 14 B. The entity or group must have an established organization within the county or the
- 15 event must be hosted by an established organization within the county.
- 16 C. A school custodian must be employed to perform custodian services and must be
- 17 paid through the payroll system.
- 18 D. Classroom use is not recommended, but if a classroom is used, it must be put in
- 19 order before the group leaves or prior to the next scheduled use by the school.
- 20 E. Any school equipment to be used must be specified and approved by the principal
- 21 prior to its use. The principal shall satisfy himself that the person to use the
- 22 equipment is familiar with it and properly instructed in its operation. Any and all
- 23 damage to equipment shall be paid for by the group or entity using the facilities.
- 24 13. All use of facilities requests for non-school related activities must be accompanied by a
- 25 certificate of insurance showing the Board of Education as additional insured with a minimum
- 26 limit of \$2,000,000 liability insurance. A limit of \$1,000,000 may be allowed at the discretion
- 27 of the Director of Schools for certain activities.
- 28 14. School facilities use by the Rutherford County Board of Education shall not be used for
- 29 partisan political meetings.
- 30 15. This policy shall take effect August 1, 2016.
- 31

Legal References

- 1. TCA 49-50-201
- 2. TCA 49-2-203(b)(4); TCA 49-2-405
- 3. TCA 49-2-203(b)(4)(B)

Cross References

- Tobacco-Free Schools 1.803
- Care of School Property 6.311

Additions:

Signs, banners, flags or other displays may not be erected on school property unless the permission of the Principal or Principal’s Designee is obtained in advance and only if such displays do not deface, obstruct or damage school property.

An outside organization shall not restrict participation in an activity or event taking place on school property because of an individual’s race, religion, creed, gender, national origin or disability.

All activities must be orderly and lawful, and must comply with all federal, state and local laws and ordinances.

Parking is permitted only in designated areas.

The use of lighted athletic fields must end by 10:00 PM.

**REQUEST FOR USE OF
RUTHERFORD COUNTY SCHOOLS & FACILITIES
BY COMMUNITY ORGANIZATIONS**

Central Office Use

ID NUMBER _____

School to be Used: _____

Purpose of Use: _____ Expected Attendance: _____

Organization Name: _____

Request Made By: _____ Title in Organization: _____

Mailing Address: _____ City: _____ Zip: _____

Cell Number: _____ E-Mail: _____

BUILDING USAGE

****PLEASE FILL THIS FORM OUT IN ITS ENTIRETY****

Date & Days of Use _____ S M T W TH F ST

Reoccurring Use

Weekly on: S M T W TH F ST

Reoccurring Use 1st 2nd 3rd 4th 5th S M T W TH F ST

Monthly on:

Starting Date: _____ Ending Date: _____

Starting Time: _____ AM _____ PM Ending Time: _____ AM _____ PM

FEE SCHEDULE- If applicable

DO NOT LEAVE BLANK

Area(s) Needed

Classroom (s) Room #s _____ Limited classroom use per board policy	\$15 per day per room	\$ _____
Auditorium	\$285 per day	\$ _____
Gymnasium	\$290 per day	\$ _____
Auxiliary Gym (High Schools Only)	\$290 per day	\$ _____
Gym for Jr. Sports Groups or Amateur Athletic Union Only	\$18 per hour (Max \$290 per day)	\$ _____
Gym for Tournaments	\$290 per day	\$ _____
Cafeteria	\$18 per hour (Max \$130 per day)	\$ _____
Stadium and/or Track	\$100 per hour	\$ _____
Campus (Outside Building)	\$100 per hour	\$ _____

Supervision- Required

Building Supervision (See Note 1) _____ per hour (incl tax) \$ _____

Name of Supervisor _____

Custodial Services- applicant will be charged the actual costs incurred by the school system which will include salary, taxes, benefits and overtime, if applicable, for the hours of custodial services provided. Payment for custodial services is in addition to the use of facilities fee.

\$ _____

Cafeteria Services, if any, will be charged on the same basis as custodial services.

\$ _____

Note 1: When multiple rooms are used, supervision is calculated on one room.

TOTAL ESTIMATED FEE

MAKE PAYMENT TO RUTHERFORD COUNTY SCHOOLS, 2240 Southpark Blvd, Murfreesboro, TN 37128.

No funds shall be paid individually to any employee for use of facilities.

Use of Facilities Agreement must be completed and signed.

